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APSJobs - Weekly Vacancy Notices

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

The date of publication of this Gazette is PS43 Weekly Gazette Thursday (Vacancy Notices) - 29 October 2026.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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[Job No] ISSN 1835-2480

2025/2026 Christmas / New Year arrangements (Gazette)

For promotion notices published in APS Gazettes PS49, PS50 and PS1 the Merit Protection Commissioner has extended the period of time applicants may submit an application for review. This decision was made in accordance with subsection 24(2)(a)(ii) of the Public Service Regulations 2023 which continues pursuant section 114 of the Public Service Regulations 2023, subsection 21(2)(c)(ii) of the Public Service Regulations 2023 and the Parliamentary Service Determination 2024 Clause 68(2)(a)(ii).

The new dates are:

Gazette PS49: Applications are accepted until 5pm local time, Thursday 8 January 2026.

Gazette PS50: Applications are accepted until 5pm local time, Thursday 8 January 2026

Gazette PS1: Applications are accepted until 5pm local time, Thursday 29 January 2026.

Local time means 5pm in the State or Territory in which the application is made. Applications made overseas must be received by the Merit Protection Commissioner by 5pm Australian Eastern Daylight Time. For questions about the timeframes for promotion review applications over the Christmas/New Year period, please email review@mpc.gov.au or phone (02) 8239 5330.

Vacancies

Vacancy VN-0773975

Australian Children's Education and Care Quality Authority

Closing Date:Monday 09 November 2026

Policy and Regulatory Systems
Regulatory Systems

Job Title	Senior Power Platform Developer
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	$130,608 - $145,629
Future Merit Locations	Sydney, Melbourne, Adelaide, Perth, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	614
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

https://aeq.chris21.com/AEQ_eR21p/VacancyList.aspx

Senior Power Platform Developer

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

About ACECQA

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

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

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

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

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

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

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

The Role

The Senior Power Platform Developer supports, designs, develops, and maintains solutions using Microsoft Power Platform tools including Power Apps, Power Automate, and Dataverse within the National Quality Agenda IT System (NQA ITS) environment. This role works closely with business analysts, technical leads, the product manager and delivery teams to understand requirements and deliver scalable, secure, and user-friendly applications that enhance productivity and decision-making.

This position is a key technical role within the development team and will contribute to quality assurance, continuous improvement and coaching other members of the development team.

This role is full-time and fixed term up to 8 months at ACECQA **Band 6 ($130,608- $145,629)**.

Duties

Key Accountabilities

Development of Applications

• Develops the NQA ITS using Dynamics CRM 365 and Power Platform, in accordance with corporate strategy, current policy and approved project plans

• Develops scalable, efficient and reusable components

• Supports technical design activities related to Power Platform application software, data, databases, packaged solutions, etc.

• Contributes to project planning as required

• Identifies new areas for process improvements to enhance performance results

• Delivers application solutions to meet business and non-functional requirements

• Ensures solutions comply with governance, security, and performance standards

• Codes, tests, remediates and documents systems to ensure optimal performance and compliance documentation

• Contributes to and coordinates release documentation (data dictionary, release notes and deployment plans) to ensure quality assurance standards are met

• Documents technical solutions that are easily understood by a non-technical audience

• Contributes to programs of works, projects, releases and specifications

Maintenance and Support

• Supports the NQA ITS application and environment

• Drives problem resolution to identify, recommend, and implement process improvements

• Records application defects to ensure systems integrity

• Contributes to business continuity and disaster recovery design and planning activities

Contributes to the Development Team

• Provides development and implementation advice and expertise

• Shares information, technical knowledge, etc. to help the team achieve project related goals and to improve the overall team knowledge base

• Works collaboratively with other team members and, contribute knowledge and offers support to the overall team

• Maintains a record of time spent against development tasks

• Leads knowledge sharing initiatives

• Builds relationships with internal and external stakeholders

• Provides coverage and support to the Technical Lead Developer

Leadership and mentoring

• Ensures quality outcomes including the maintenance of a high level of expertise

• Coaches and supports developers within the team

• Improves work methods and procedure

• Engages and collaborates with stakeholders to identify opportunities, achieve outcomes and facilitate cooperation. The role may also identify new stakeholders for future needs or directions

• Assists in strategic planning, program and project management and/or policy development for the function or service area

• Other duties as required.

Eligibility

Key Selection Criteria

Essential

• A minimum of 3 – 5 years proven experience in Microsoft's Power Platform including Power Pages, Power Automate, Power Platform Development, Dataverse etc.

• Strong, demonstrated industry experience in:

o Microsoft Portals administration, implementation, customizations, security, development and usage

o Microsoft Dataverse environments and solutions

o PowerApps, including model-driven, canvas and portals, C#, HTML, JavaScript, Powershell, liquid templates and associated web technologies, Power Automate including approvals and business process flows

o Deep understanding of Dynamics 365 including Case Management

• Extensive knowledge of integration with external systems through Azure and custom API development

• Well-developed verbal, written and interpersonal communication skills, including the ability to liaise and negotiate with a range of individuals in a variety of contexts

• Strong understanding of various Software Development and Delivery Methodologies such as: AGILE, SCRUM, Kanban and the software development lifecycle (SDLC), as well as change management processes and procedures, and the ability to apply this knowledge to work programs and plans

• Proven experience building relationships with internal stakeholders and providing advice, coaching and support to team members

- Tertiary qualifications in a relevant discipline

Desirable:

- Relevant Microsoft Certification

- Experience working in a regulatory or compliance-driven environment to deliver technology solutions

- Knowledge of data integration such as Azure Synapse, Azure Data Factory, SQL, Azure Web Application Firewalls and Service Queues would be an advantage.

Notes

How to apply

The closing date for applications is **9 November 2026** at 11.59pm.

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

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

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

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

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

Targeted Questions

1.Can you please describe your experience designing and extending scalable enterprise solutions using C#, plugins, custom APIs and advanced workflows within Microsoft Dynamics 365 and Power Platform, while ensuring maintainability, performance and adherence to development best practices?

2. Can you please describe your hands-on experience developing secure, highly customised Power Pages websites beyond out-of-the-box capabilities, including implementing authentication, configuring granular data access security and developing custom functionality to meet complex business requirements?

All complete applications will be acknowledged.

More information

If you have any questions about the role or recruitment process, please contact the Recruitment team at recruitment@acecqa.gov.au.

Notice to agencies

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

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

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, +61282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyList.aspx

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Vacancy VN-0773854

Australian Competition and Consumer Commission

Closing Date:Sunday 08 November 2026

Specialist Advice and Services Division

Job Title	Executive Director, Legal Operations, Technology and Enablement
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Darwin NT, Townsville QLD, Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Hobart TAS, Adelaide SA, Perth WA
Salary	$148,287 - $173,778
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Employees are required to attend the office 2 days per week.
Classification	Executive Level 2
Position Number	EA2026/215
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to lead the delivery of digital forensics, investigation and litigation support, technology assisted review, eDiscovery and evidence handling for the ACCC?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people

and empower them to work autonomously, flexibly and courageously. At the ACCC, we believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, and all roles can be performed from any capital city in a state or territory or Townsville and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

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

Duties

What you will do as the Executive Director, Legal Operations, Technology and Enablement

In this role, you will:

- Lead the Operations and Knowledge Management team ensuring it meets corporate reporting schedules, deliver high-quality business support to branches, manages the legal funding and Legal Services Directions requirements, and implement an effective knowledge management framework.
- Provide strategic leadership of the agency's Legal Technology Services (LTS) function to deliver digital forensics, investigation and litigation support, technology assisted review, eDiscovery and evidence handling. Responsibilities include providing advice on organisations positions, precedents, risk settings or responses to highly complex legal technology and evidence matters.
- Develop the long-term strategic direction for LTS and the Operations and Knowledge Management team. As part of the leadership team, be responsible for setting and executing agency wide strategy for legal operations and knowledge management.
- Lead and oversee our eDiscovery platform across significant investigation matters to meet the needs of the agency, external legal firms and counsel.

About you

To succeed in the role, you will have:

- Demonstrated experience leading a specialised service delivery team or similar role in a fast-paced and large complex people-centred organisation
- Demonstrated high level of relevant in-depth technical expertise developed through extensive work experience in the legal technology field, across a range of disciplines; knowledge of legal process, business support, compliance, knowledge management, eDiscovery and digital forensic technology, infrastructure and security and handling and security of electronic and physical evidence and related policy and procedure
- A detailed understanding of external factors, including developments in technology, industry approaches, court practice, caselaw, legal process and the current approaches of local and international regulators within our operating environment
- Excellent stakeholder management skills, ability to communicate with influence and shape direction to meet branch and agency objectives
- Demonstrated success in enterprise influence, senior external representation and negotiation and shaping agency-wide strategy and corporate outcomes.

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

Eligibility
Notes

How to apply

You will be asked to answer two behavioural questions (refer to the Candidate Kit) and submit your resume with key outcomes or what you are most proud of in each role you have held (2 pages maximum).

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

About the Australian Competition and Consumer Commission

The ACCC is an independent statutory authority that administers the Competition and Consumer Act 2010 and other Acts. The ACCC works to promote effective competition and fair trading in the market place to benefit consumers, business and the community, and efficiency in the delivery of certain infrastructure services. The AER is a part of the ACCC. The AER is Australia's national energy market regulator and has an independent board. The AER shares employees, resources and facilities with the ACCC.

To Apply

Position Contact	Clare O'Reilly, (02) 9230 3854
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0773871

Australian Competition and Consumer Commission

Closing Date:Sunday 08 November 2026

Mergers & Exemptions Assessment

Job Title	Analyst
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	$83,383 - $98,617
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates required to work 2 days on site per week
Classification	APS Level 4;APS Level 5
Position Number	EA2026/213
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to undertake competition analysis of mergers across a wide range of industries and present recommendations that directly impact market structure and consumers?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. At the ACCC, we believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, and all roles can be performed from any capital city in a state or territory or Townsville and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

Duties

- Undertake assessments and competition analysis of mergers or conduct authorisation applications across a wide range of industries, and present that analysis in recommendations to ACCC Commissioners and Senior Managers.
- Carry out economic, legal or data advice and analysis.
- Conduct consultations with market participants and managing relationships with key stakeholders.
- Liaise with other Australian Government agencies and overseas competition and consumer agencies about the ACCC's mergers or competition exemptions work.
- Assist with the review of ACCC decisions by the Australian Competition Tribunal, including preparation of instructions for the ACCC's lawyers and liaison with expert consultants.

APS5 Analysts typically work with more responsibility and autonomy and sometimes are responsible for tasks with limited oversight of senior staff. In addition, APS5 Analysts typically have some experience in similar or other relevant roles and have developed transferable skills that would help them succeed in the role.

Eligibility

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

- Tertiary qualifications in economics, law or similar fields.
- Ability to conduct research and analysis.
- Ability to work collaboratively in a team.
- Ability to organise and prioritise a demanding workload.

In addition, the APS 5 role requires:

- At least one year, and preferably two, of relevant work experience after graduating from relevant tertiary qualifications, which may include working:Within an economic context that required providing economic advice, recommendations or analysis.
- Professionally within a legal context that required undertaking legal analysis or drafting.
- As a data analyst, particularly with a focus on contributing to economic or market analysis.
- For a government entity or a non-profit organisation in a position that required conducting research, drafting or contributing to the development of policy, or the interpretation or application of Australian legislation.
- Within a regulatory context as an investigator/analyst or compliance officer.
- In an academic context relevant to competition or consumer protection law or related field.

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

Notes

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

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To Apply

Position Contact	Lavinia de Havilland, (02) 6243 4993
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0773882

Australian Competition and Consumer Commission

Closing Date:Sunday 08 November 2026

Data, Digital & Technology
Information Management and Technology Services

Job Title	Assistant Director, Data Developer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	$127,908 - $141,555
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Candidates will be required to work 2 days a week onsite
Classification	Executive Level 1
Position Number	EA2026/214
Agency Website	https://www.accc.gov.au/

Job Description

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

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to lead a collaborative team to design and deliver innovative data solutions and cloud platforms that help identify, disrupt and prevent scams impacting Australian consumers?**

Then this is the place for you! At the ACCC, we're proud of the impact we can make together. We understand the responsibilities and challenges that come with a fast moving and ever-changing environment. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people

and empower them to work autonomously, flexibly and courageously. At the ACCC, we believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, and all roles can be performed from any capital city in a state or territory or Townsville and are available on a full-time, part-time or job-share basis.

Applicants from diverse backgrounds including First Nations peoples, people with disability and those from different cultural backgrounds are encouraged to apply.

Duties

- Lead a team of professionals, role modelling our leadership behaviours, supporting a professional and collaborative working environment, coaching, giving continuous feedback, resolving conflict and facilitating career development.
- Lead the technical design and development data workflows, Extract Transform & Load (ETL) processes, data warehouse, data lake, data analytics and data visualisation solutions.
- Actively collaborate with stakeholders and cross-functional teams to design, develop and deliver software solutions that address business needs.
- Lead the delivery of software features, ensuring high-quality outcomes and alignment with technical and business requirements.
- Drive continuous improvement of processes, products and code quality through technical advice and innovation.

Eligibility

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

- Demonstrated experience leading a team or similar role in a fast-paced and large complex people-centred organisation.
- At least 5+ years of experience in data development.
- Demonstrated experience in user needs analysis, requirements documentation, designing and developing fit for purpose software solutions, testing, debugging, program maintenance, and end user training and support.
- A strong understanding of system architecture and the proven capacity to design and deliver solutions tailored to business requirements.
- Experience in detailed design for data integration on Azure cloud data services including ADLS, SQL DB, data lake Synapse and blob storage.
- Development experience with Microsoft Fabric and Power BI (stored procedure, DAX, functions, views).
- Strong proficiency with Azure Data Factory, Azure Event Hub and Azure Log Analytics
- Tertiary qualifications in Computer Science, Software Engineering or a similar discipline and proven experience in a software development role.
- Excellent interpersonal skills/teamwork skills, including the ability to communicate clearly and concisely in both written and verbal form with a range of stakeholders and team members.

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

Notes

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

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To Apply

Position Contact	Xander Coutts, alexander.coutts@accc.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0773899

Australian Electoral Commission

Closing Date:Sunday 08 November 2026

Operations Group
South Australia SA State Office

Job Title	Project Officers, SA State Office
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA
Salary	$88,834 - $96,848
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	APS Level 5
Position Number	2026-198 Multiple
Agency Website	https://www.aec.gov.au/

Job Description

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

The SA State Office team plays a key role in delivering operational excellence through assurance, governance, compliance and planning functions for SA's state-wide business-as-usual operations, event preparation and readiness, and end-to-end event delivery.

The team is responsible for managing a range of functions during our business-as-usual period, including finance, procurement, human resources, logistics, facilities management, monitoring and reporting, risk management, and roll management support. To deliver outcomes that support the integrity, effectiveness and continuous improvement of Australia's electoral system, the SA State Office team acts as the primary conduit between national and state operational networks, while linking organisational strategic objectives to operational deliverables.

Duties

This is an exciting opportunity to join the AEC and contribute to work that has a direct impact on Australia's democratic processes.

As a Project Officer in the SA State Office team, you will play an important role in delivering high-quality outcomes for the AEC by contributing to the effective administration and delivery of the State Office’s corporate, governance, and election readiness functions. This includes supporting section planning activities for short-term priorities and contributing to work area planning for longer-term strategic initiatives.

The role also provides project support for electoral events, including assisting with project administration, monitoring timelines and budgets, preparing reports, and supporting the delivery of project outcomes within agreed timeframes.

Operating under limited direction, the Project Officer undertakes moderately complex to complex work and applies specialised knowledge, analytical skills, and professional judgement to support the delivery of corporate, compliance, governance, electoral, and project objectives.

This position requires flexibility and adaptability, and your work will contribute to nationally significant outcomes. During the election cycle, the role will contribute to a variety of projects across the State Office in response to evolving agency priorities and operational requirements, as directed by management. You will be joining a collaborative and high-performing team, where you will be supported by experienced colleagues.

To excel you'll have:

We are seeking a motivated and capable professional who can demonstrate the skills, knowledge and experience required to perform successfully in this role, including:

- Ability to apply judgement when interpreting and applying legislation, policies, procedures and operational guidance to achieve quality outcomes.
- Experience in contract management, including developing scopes, supporting tender processes and monitoring contract performance.
- Ability to liaise effectively with internal and external stakeholders on project and operational matters.
- Sound planning, organisational and project coordination skills, including the ability to manage competing priorities and deliver quality outcomes within established timeframes.
- Well-developed communication skills, with the ability to collaborate, negotiate and engage effectively with colleagues, business areas and external stakeholders at all levels.
- Demonstrated ability to work autonomously, alongside a strong commitment to working collaboratively within a team to achieve shared objectives.
- Demonstrated resilience and adaptability, including the ability to remain effective under pressure, respond positively to changing priorities and manage periods of increased operational demand.

Desirable

- Experience in planning and organising major logistical events, including managing time effectively and identifying and organising resources to achieve results.
- Knowledge of Australian electoral law and practice, or the ability to quickly acquire and apply that knowledge.
- Knowledge of the Commonwealth Resource Framework, or the ability to quickly acquire and apply that knowledge.

Eligibility

- AEC employees must be Australian citizens.
- Any person who is, and seen to be active in political affairs, and intends to publicly carry on this activity, may compromise the strict neutrality of the AEC and cannot be considered.

- Applicants are required to consent to, undergo, obtain and maintain a character clearance.
- Applicants are required to consent to, undergo, obtain and maintain the security clearance required for this role.

Notes

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Will Taylor, will.taylor@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0773970

Australian Electoral Commission

Closing Date:Sunday 08 November 2026

Information Technology Services Division
Infrastructure and Cloud Branch Enterprise Technology Enablement

Job Title	Network Engineer, Enterprise Technology Enablement
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$88,834 - $96,848
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC support flexible workplace arrangements as per operational requirements.
Classification	APS Level 5
Position Number	2026-199 17957
Agency Website	https://www.aec.gov.au/

Job Description

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

The Infrastructure and Cloud Branch delivers and supports technology services across the agency. Enterprise Technology Enablement is responsible for the critical infrastructure services that underpin AEC operations and support the delivery of federal electoral events.

The Network Services team manages and supports the AEC's national network and communications environment. The team is responsible for maintaining secure, reliable and resilient network infrastructure, ensuring connectivity across the organisation, and supporting operational readiness for elections and other major events. Working closely with internal technical teams, business stakeholders, managed service providers and telecommunications vendors, the team contributes to the continuous improvement of network services that support the AEC's mission and nationwide operations.

Duties

This is an exciting opportunity to join the AEC and contribute to work that has a direct impact on Australia's democratic processes.

As a Network Engineer, you will support the operation, maintenance and continuous improvement of the AEC's network infrastructure and communications environment. Working under limited direction and with guidance from senior engineers, you will undertake a range of network administration, monitoring, troubleshooting and technical support activities to help deliver secure, reliable and resilient network services across the organisation.

You will work with internal technical teams, service providers and business stakeholders to investigate and resolve issues, support infrastructure upgrades and lifecycle activities, maintain technical documentation, and contribute to network performance, cybersecurity and operational readiness.

We are seeking someone with sound ICT or networking fundamentals, technical aptitude, and a willingness to learn. You do not need to be an established enterprise network engineer to succeed in this role. This role provides an opportunity to develop your technical capability while contributing to nationally significant outcomes in a collaborative and supportive environment. We are looking for someone who is eager build their skills and contribute to operational outcomes with appropriate technical guidance and support.

To excel you'll have:

We are seeking a motivated and capable professional who can demonstrate the skills, knowledge and experience required to perform successfully in this role, including:

- Demonstrated experience in an ICT support, infrastructure, telecommunications or networking environment, or demonstrated technical aptitude and the capacity to develop capability in enterprise network support.
- Ability to learn and apply technical procedures to monitor, install, configure, test, maintain and administer network infrastructure and services with appropriate technical guidance.
- Demonstrated analytical and problem-solving skills, including the ability to investigate technical issues, apply sound judgement, follow established procedures and escalate complex or high-risk matters appropriately.
- Demonstrated understanding of networking concepts, such as IP addressing, switching and routing, and a willingness to continue developing technical expertise.
- Ability to communicate technical information clearly and maintain accurate technical documentation and operational records.
- Proven capability to establish priorities, manage competing demands and work collaboratively with stakeholders, vendors and service providers to achieve operational outcomes.
- Demonstrated integrity and accountability when delivering outcomes within legislative, policy and security requirements.

Desirable

- Practical experience supporting and maintaining enterprise network environments, including exposure to Layer 2 technologies such as VLANs, trunks and spanning tree.
- Relevant qualifications, industry training or vendor certifications in information technology, telecommunications, networking or a related discipline, such as Cisco CCNA, Fortinet, Aruba, Microsoft or equivalent qualifications.
- Experience supporting cloud networking or hybrid infrastructure environments.
- Exposure to configuring and maintaining firewalls, dynamic routing protocols, DNS or DHCP services.

Eligibility

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

Notes

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

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To Apply

Position Contact	Ricky Keegan, Ricky.Keegan@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/

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Vacancy VN-0773927

Australian Fisheries Management Authority

Closing Date:Tuesday 03 November 2026

Fisheries Management Tuna and International

Job Title	Senior Management Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$104,113 - $115,131
Future Merit Locations	Canberra, Lakes Entrance, Thursday Island, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Requests for hybrid working arrangements (WFH) are considered on a case-by-case basis
Classification	APS Level 6
Position Number	026_10/26 (10285)
Agency Website	

Job Description

https://afmacareers.nga.net.au/?jati=F8735BE6-5C9F-6E04-2C18-ED663034AFE1

About AFMA

The Australian Fisheries Management Authority (AFMA) aims to provide ecologically sustainable and economically efficient Commonwealth fisheries, through understanding and monitoring Australia's marine living resources and regulating and monitoring commercial fishing, including domestic licensing and deterrence of illegal foreign fishing.

About the Branch

The Fisheries Management Branch is responsible for developing & implementing policies, management arrangements & administering research & stock assessment processes which are consistent with AFMA's legislative objectives for fisheries.

About the Section

The Tuna and International Fisheries section relates to fisheries that are managed through international bodies, known as Regional Fisheries Management Organisations (RFMOs). The Senior Management Officer is part of a team of fisheries regulators responsible for regulation of relevant Australian domestic fisheries in line with the decisions of RFMOs and consistent with Australia's fisheries legislation. The team also contributes to whole of Government positions and strategies at regional and international meetings. The team liaises closely with the other Government departments, research organisations, industry associations and other stakeholder groups on key issues relating to the international management of these fisheries.

Our Ideal Candidate

Our ideal candidate is someone who demonstrates the following capabilities:

- Ability to foster and sustain productive working relationships with their teams, supervisors and stakeholders, and contribute to a culture that is inclusive, supportive, collaborative and resilient.
- Ability to think strategically, identify effective solutions using sound judgement and progress work with minimal direction.
- Good organisational skills, including the ability to effectively prioritise and manage competing tasks to meet deadlines within a dynamic and busy working environment.
- Excellent verbal communication skills and ability to lead conversations with a variety of different stakeholders.
- Excellent written communication skills including the ability to research, critically analyse information, and write concisely.
- A commitment to learning and self-development and ability to understand the impact of their behaviour on others.

Desirable

- Has qualifications and/or relevant experience in fisheries management or natural resource management.

Duties

In addition to meeting the work level standards of the position classification, as an APS Level 6 Senior Management Officer, you will:

- In consultation with supervisors, develop and implement fisheries regulation and policies, ensuring all decisions and obligations are completed effectively and within statutory timeframes where relevant.
- Undertake analysis and evaluation of a range of information to prepare briefing material to inform supervisors, decisions makers, and advisory committees on matters relevant to the regulation of fisheries.

- Prepare advice and recommendation briefs for supervisors and decision makers having regard for relevant policies and analysis of a range of information.
- Apply a sound understanding of the relevant government policies and AFMA legislation.
- Lead stakeholder engagement through written, online and face-to-face activities. Key stakeholders include industry, research organisations, non-government organisations, and officers from State and Commonwealth departments.
- Contribute to policy development, project management, stakeholder engagement and business improvement activities.
- Provide Executive Officer services to AFMA-led advisory committees.

Eligibility

To be eligible for this role applicants must:

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

Notes

About the Australian Fisheries Management Authority

To Apply

Position Contact	Lara Ainley, 02 6225 5550
Agency Recruitment Site	https://afmacareers.nga.net.au/?jati=F8735BE6-5C9F-6E04-2C18-ED663

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Vacancy VN-0774025

Australian Fisheries Management Authority

Closing Date:Sunday 15 November 2026

Fisheries Operations International Compliance Operations

Job Title	Senior Monitoring Officer (Duty Officer)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$104,113 - $115,131
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Requests for hybrid working arrangements (WFH) are considered on a case-by-case basis
Classification	APS Level 6
Position Number	027_10/26 (10147)
Agency Website	

Job Description

https://afmacareers.nga.net.au/?jati=E38DCE66-5ECB-D4A9-81C5-ED671F2F5E4B

About AFMA

The Australian Fisheries Management Authority (AFMA) aims to provide ecologically sustainable and economically efficient Commonwealth fisheries, through understanding and monitoring Australia's marine living resources and regulating and monitoring commercial fishing, including domestic licensing and deterrence of illegal foreign fishing.

About the branch

The Fisheries Operations Branch provides high level deterrence for illegal, unreported & unregulated fishing activities. It does so by providing leadership, contract & project management & policy development.

About the section

The Compliance Operations Sections play a key role in delivering AFMA's National Compliance and Enforcement Program and International Compliance and Engagement Program, helping to protect Australia's fisheries and support sustainable fisheries management both domestically and internationally.

Nationally, the section develops and implements strategies to prevent, detect and deter illegal foreign fishing activities in waters under Australian jurisdiction. The team manages complex apprehension and prosecution processes under the Fisheries Management Act 1991, Maritime Powers Act 2013 and Torres Strait Fisheries Act 1984. This includes investigating suspected breaches of fisheries legislation, coordinating the seizure, maintenance and disposal of foreign fishing vessels, and working with domestic and international partners to strengthen compliance outcomes. The section also undertakes international outreach activities, delivering education and capacity-building initiatives that support improved fishing practices and foster regional cooperation.

Internationally, the team supports the effective management of Commonwealth fisheries by providing specialist Monitoring, Control and Surveillance (MCS) expertise across land, air and maritime operations. Through participation in international compliance and enforcement activities, the team contributes to regional efforts to combat illegal, unreported and unregulated (IUU) fishing. The section also designs and delivers capacity-building programs for foreign governments and agencies, providing fisheries management, compliance and enforcement training as part of AFMA's International Compliance and Engagement Program.

Capabilities & experience

Our ideal candidate will:

- demonstrate experience in fisheries, compliance, enforcement, intelligence, monitoring, regulatory or related operational environments;
- possess strong analytical and problem-solving skills, with the ability to assess information, exercise sound judgement and support operational decision-making;
- communicate effectively and build productive relationships with a diverse range of stakeholders, including domestic and international partners;
- demonstrate the ability to interpret and apply legislation, policies and procedures to support compliance and enforcement outcomes;
- work independently and collaboratively to manage competing priorities and deliver quality outcomes in a dynamic operational setting; and
- prepare clear, accurate and timely reports, briefs and other operational documentation to support investigations, prosecutions and compliance activities.

Desirable

- possess or be willing to attain a Certificate IV of Government (Investigation).

Duties

The Senior Monitoring Officer contributes to the delivery of fisheries compliance and enforcement outcomes by:

- providing specialist fisheries monitoring, compliance and operational advice to Maritime Border Command (MBC) on suspected unlawful foreign fishing activities in Australian waters;
- monitoring, analysing and assessing a range of surveillance and fisheries data sources to identify and verify compliance with Australian fisheries legislation by domestic and foreign fishing operators in the Australian Fishing Zone (AFZ) and areas of strategic interest;
- coordinating operational responses and contributing to monitoring, control and surveillance (MCS) strategies that mitigate risks to Commonwealth fisheries resources; and
- collaborating with domestic and international partners to share information, coordinate operations and strengthen regional efforts to detect, deter and disrupt illegal, unreported and unregulated (IUU) fishing.

In addition to meeting the work level standards of the position classification, as an APS Level 6 Senior Monitoring Officer, you will:

- build and maintain effective working relationships with MBC, the Royal Australian Navy, State and Territory agencies, and other Commonwealth stakeholders to support fisheries compliance operations;
- provide advice on operational procedures and legislative requirements relating to the apprehension of illegal foreign fishing vessels, including vessel seizure, forfeiture and disposal processes;
- exercise sound judgement in recommending and coordinating tactical responses to support operational deployments and enforcement activities, while escalating significant incidents and emerging risks to senior management;
- analyse surveillance, intelligence and monitoring information to identify, assess and refer suspected illegal fishing activity within the AFZ and other areas where Australia has fisheries interests;
- collate evidentiary material, statements and briefs to support investigations, prosecutions and compliance outcomes;
- develop referral packages for suspected illegal foreign fishing activities to flag States and Regional Fisheries Management Organisations (RFMOs);
- contribute to the development of intelligence and operational products that support compliance, enforcement and strategic decision-making;
- engage with stakeholders to plan, coordinate and MCS activities;
- undertake operational planning and coordination activities to ensure AFMA meets its domestic legislative obligations and international monitoring commitments; and
- work collaboratively with other sections and teams across AFMA to deliver on branch and agency priorities.

Role Requirements

In this role, you will be required to participate in a four-week rotating schedule which will include attend at the MBC Watchfloor as the AFMA Canberra Duty Officer (Monday to Friday from 0900-1700). When you are not assigned as the Duty Officer, you will attend AFMA's Canberra Office and either:

- be scheduled for regular duties only; or
- in addition to regular duties, you may be scheduled for out-of-hours response (restriction and overtime payments applicable in accordance with the AFMA Enterprise Agreement) from 1700 on Monday to 0900 on Thursday, or from Friday 1700 through the weekend until Monday 0900.

When not assigned as the Duty Officer, flexible work such as working from home is available.

Due to the requirement to attend the MBC Watchfloor, this role is not able to be conducted remotely and is based in Canberra. Successful applicants that are located outside of Canberra would be required to relocate at their own expense to perform this role.

Eligibility

To be eligible for this role applicants must:

- be an Australian citizen;
- have the ability to obtain, and maintain, a Negative Vetting 1 security clearance;
- satisfy the requirements of an Australian Federal Police Check.

Notes

Due to the requirement to attend the MBC Watchfloor, this role is not able to be conducted remotely and is based in Canberra. Successful applicants that are located outside of Canberra would be required to relocate at their own expense to perform this role.

About the Australian Fisheries Management Authority

To Apply

Position Contact	Brendan Rayner, 08 8943 0347
Agency Recruitment Site	https://afmacareers.nga.net.au/?jati=E38DCE66-5ECB-D4A9-81C5-ED67

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Vacancy VN-0773643

Australian Government Solicitor

Closing Date:Sunday 08 November 2026

Australian Government Solicitor
Commercial

Job Title	Senior Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA, Perth WA
Salary	-
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide, Perth
Office Arrangement	Hybrid
Office Arrangement Details	This is a hybrid role and cannot be fully remote; flexible arrangements may be considered in line with the Enterprise Agreement and operational needs.
Classification	Executive Level 1;Executive Level 2
Position Number	TBC
Agency Website	

Job Description

http://www.ags.gov.au/employment/current-vacancies.html

Duties

- EL1 (Senior Associate equivalent) and EL2 (Senior Associate/Special Counsel equivalent)
- Canberra, Sydney, Melbourne, Brisbane, Adelaide and Perth
- Ongoing (permanent) and non-ongoing (12 months) opportunities - Full-time

Work on legal matters that shape Australia

We are seeking high-performing lawyers to join our Commercial team as a Senior Lawyer. In these roles, you will work on significant and often high-profile matters, provide strategic advice to Commonwealth clients, and contribute to legal outcomes that influence government decision-making, public administration and the development of Australian law.

Working alongside some of Australia's leading government lawyers, you will have the opportunity to build trusted client relationships, develop junior practitioners and work on matters of national significance.

If you are looking for intellectually challenging work, direct client engagement, and the opportunity to contribute to matters of national significance, we encourage you to apply.

About the roles

As a Senior Lawyer, you will play a key role in delivering high-quality legal services to Commonwealth clients and contributing to the success of the practice. Our commercial lawyers provide specialist commercial legal advice to agencies across the Commonwealth. We are engaged by our clients to provide legal advice on many of the Australian Government's largest projects and commercial transactions. Our work is diverse, and includes advising on policies and programs that are of national importance, such as:

- nationally significant energy and infrastructure projects
- cutting edge technology, privacy and IP projects with whole of Australian government implications
- procurement and contracting to support Australia's national security and defence forces
- integrity, legal process and probity advice to government at the highest levels.

We are particularly interested to hear from candidates with experience advising on ICT projects, privacy (especially privacy impact assessments), major government projects, construction and grants. We are also very interested to hear from candidates with broader commercial and corporate law experience

In these roles you will:

- contribute to the Commonwealth's most important, high profile and complex national transactions, programs and reforms
- be part of a supportive, collegiate and high performing national legal practice

- provide a high standard of client service and maintain strong client relationships
- work as one of the Australian Government’s most trusted legal advisors and
- have the opportunity to support community interests though pro bono work. For more information about our pro bono work, refer to our website.

For further information about the requirements of the roles, please refer to the role descriptions available on our recruitment portal.

About us

Australian Government Solicitor (AGS) is the Australian Government's central legal practice and trusted legal adviser. As part of the Attorney-General's Department, AGS advises and represents the Commonwealth on some of Australia's most complex, significant and high-profile legal matters.

Operating as a fee-for-service legal practice, AGS competes with private sector providers for the majority of its work while delivering legal services that support the national interest.

With more than 550 lawyers and approximately 800 professionals across Australia, AGS combines the scale and sophistication of leading private practice with the opportunity to contribute to outcomes that shape government, public administration and the development of Australian law.

Why join AGS?

At AGS, you’ll have the opportunity to build an exceptional legal career while contributing to outcomes that matter to Australia.

- **National impact:** Work on legal matters that influence government decision-making, public policy and the administration of law across Australia
- **Complex and challenging work:** Advise on significant, sensitive and often precedent-setting matters
- **Professional growth:** Work alongside recognised experts and access ongoing professional development, mentoring and career progression opportunities
- **Flexible working:** Benefit from flexible and hybrid working arrangements that support both professional and personal commitments
- **Competitive employment conditions:** Enjoy an attractive remuneration package, 15.4% superannuation and generous leave entitlements.

Few legal practices can offer the opportunity to work on matters that combine legal complexity, public impact and direct engagement with government decision-makers.

In addition, AGS lawyers have the opportunity to work on matters and projects for a range of organisations as part of AGS's pro bono program.

About you

We are interested in lawyers who combine strong technical legal expertise with sound judgement, leadership capability and a commitment to client service.

Essential requirements:

- extensive legal experience of relevance with a proven ability to develop precise legal arguments and prepare high-quality written legal advice in complex or sensitive matters
- demonstrated capacity to supervise and grow capability in junior legal practitioners
- proven record or a demonstrated capacity to work in a time recording environment
- proven ability to work well under pressure; strong interpersonal, persuasive, and creative problem-solving skills
- entry in the Register of Practitioners of the High Court of Australia or the roll of barristers and solicitors of the Supreme Court of a State or Territory
- willing to obtain and maintain a security clearance at the Negative Vetting 2 (NV2) level, or higher if required
- Australian Citizenship.

Highly desirable:

- generally, a minimum of 5 years' PQE for Executive Level 1 roles and a minimum of 8 years' PQE for Executive Level 2 roles in one or more of the practice areas described above
- a detailed knowledge of the Commonwealth legal environment and experience in advising and/or representing the Commonwealth (or other government)
- professional standing in the Commonwealth public sector and/or legal profession
- strong academic results
- knowledge of additional legal areas applicable to the team and practice
- proven ability to collaborate with clients to achieve outcomes.

The application process

Your application will include:

1. a resume (2–3 pages) detailing your skills and experience
2. a 2-page cover letter detailing your skills and experience
3. details for at least 2 referees, one being your current, or most recent, supervisor
4. a copy of your academic transcript.

How to Apply

Please submit your application via the AGS Careers Portal, by clicking the 'Apply' button. Applications close at 5:00pm (AEDT) on Sunday, 8 November 2026.

If you have any questions or would like to discuss the role further, please contact Kim Da Pozzo, Human Resources Business Partner on 02 6253 7272.

Our Commitment to Inclusion

AGS is committed to building a diverse, inclusive and high-performing workforce. We welcome applications from people of all backgrounds and experiences and are committed to providing an accessible recruitment process.

Use of artificial intelligence (AI) in AGS recruitment

We may use AI tools to support administrative tasks during recruitment processes. For further information about the use of AI in AGS recruitment, please visit our careers portal.

AGS is an equal opportunity employer and is committed to a diverse workforce. We welcome applications from all qualified candidates.

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 advertising 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	Kim Da Pozzo, 02 6253 7272
Agency Recruitment Site	http://www.ags.gov.au/employment/current-vacancies.html

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Vacancy VN-0773993

Australian Government Solicitor

Closing Date:Thursday 12 November 2026

Australian Government Solicitor
Practice Services

Job Title	Legal Training Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Adelaide SA, Canberra ACT
Salary	-
Future Merit Locations	Adelaide, Canberra, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	This is a hybrid role and cannot be fully remote; flexible arrangements may be considered in line with the Enterprise Agreement and operational needs
Classification	Executive Level 1
Position Number	TBC
Agency Website	

Job Description

http://www.ags.gov.au/employment/current-vacancies.html

Duties

- Executive Level 1
- Canberra, Melbourne and Adelaide
- Ongoing (permanent) and non-ongoing (12 months) opportunity - Full-time

Help shape legal capability across government

An opportunity exists for a Legal Training Manager in our Practice Services team in an ongoing or non-ongoing capacity.

We are seeking a high-performing experienced relationship manager to lead the coordination, development and delivery of AGS's internal and client training programs. This is an exciting opportunity for someone who enjoys building strong partnerships, influencing outcomes and working collaboratively with senior leaders, legal practitioners and clients to strengthen legal capability across the Commonwealth and support AGS’s training programs.

As a trusted adviser, you will work closely with National Managers, legal practitioners and clients, to understand training needs, identify opportunities and efficiencies, and shape innovative training solutions to ensure AGS's training services continue to meet organisational priorities and client expectations. You will play a key role in strengthening AGS’s reputation as a leading provider of legal education and professional development.

If you enjoy building professional capability, managing stakeholder relationships and delivering strategic outcomes, we encourage you to apply.

About the role

Reporting to the Legal Education Specialist, you will provide leadership and contribute to the strategic direction of AGS's internal and client training services. Success in this role will depend on your ability to develop trusted relationships across AGS and with external clients, identify emerging training needs and ensure training services are managed efficiently and effectively in line with organisational priorities.

In this role you will:

- lead the coordination and management of AGS's internal and client training services
- build and maintain strong productive relationships with National Managers, lawyers and Commonwealth clients
- identify training and capability needs and develop innovative training solutions that align with client expectations and organisational priorities
- provide strategic advice on training services, opportunities and service improvements
- supervise and develop training coordinators, fostering a collaborative and high-performing team culture.

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

About us

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Operating as a fee-for-service legal practice, AGS competes with private sector providers for the majority of its work while delivering legal services that support the national interest.

With more than 550 lawyers and approximately 800 professionals across Australia, AGS combines the scale and sophistication of leading private practice with the opportunity to contribute to outcomes that shape government, public administration and the development of Australian law.

Practice Services is a corporate area within AGS that provides a range of practice support functions, including the provision of internal and external training.

Why join AGS?

At AGS, you will have the opportunity to develop your career while contributing to outcomes that matter to Australia

- **National impact:** AGS contributes to outcomes on legal matters that influence government decision-making, public policy and the administration of law across Australia
- **Professional growth:** Work alongside recognised experts and access ongoing professional development, mentoring and career progression opportunities
- **Flexible working:** Benefit from flexible and hybrid working arrangements that support both professional and personal commitments
- **Competitive employment conditions:** Enjoy an attractive remuneration package, 15.4% superannuation and generous leave entitlements.

Few legal practices can offer the opportunity to provide support on matters that combine legal complexity, public impact and direct engagement with government decision-makers.

About you

We are seeking a motivated and capable leader with strong stakeholder engagement skills, sound judgement and a passion for developing professional capability.

Essential requirements:

- strong interpersonal and stakeholder engagement skills including demonstrated experience managing stakeholder relationships and influencing outcomes across diverse groups including senior leaders and clients.
- demonstrated management and leadership experience, including supervising and managing more junior staff.
- strong organisational skills with an ability to work well under pressure and manage competing priorities
- excellent written and verbal communication skills
- strong judgement, initiative and problem-solving skills
- Australian Citizenship.

Highly desirable:

- experience managing professional education, training or learning and development functions
- experience working with legal practitioners or government agencies
- a thorough understanding of the Commonwealth legal environment.

The application process

Your application will include:

1. a resume (2–3 pages) detailing your skills and experience

2. a 2-page cover letter detailing your skills and experience

3. details for at least 2 referees, one being your current, or most recent, supervisor.

How to Apply

Please submit your application via the AGS Careers Portal, by clicking the ‘Apply’ button. Applications close at 5:00pm (AEDT) on Thursday, 12 November 2026.

If you have any questions or would like to discuss the role further, please contact Clare Derix, National Manager, Library and Practice Services on 02 62537274 or Kim Da Pozzo, Human Resource Business Partner on 02 6253 7272.

Our Commitment to Inclusion

AGS is committed to building a diverse, inclusive and high-performing workforce. We welcome applications from people of all backgrounds and experiences and are committed to providing an accessible recruitment process.

Use of artificial intelligence (AI) in AGS recruitment

We may use AI tools to support administrative tasks during recruitment processes. For further information about the use of AI in AGS recruitment, please visit our careers portal.

AGS is an equal opportunity employer and is committed to a diverse workforce. We welcome applications from all qualified candidates.

Eligibility

To apply you must be an Australian Citizen and be willing to obtain and maintain a security clearance at the Baseline level (Negative Vetting 2 level may be required).

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising 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	Clare Derix, 02 6253 7274
Agency Recruitment Site	http://www.ags.gov.au/employment/current-vacancies.html

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Vacancy VN-0774022

Australian National Maritime Museum

Closing Date:Sunday 08 November 2026

Fleet and Collection
Conservation

Job Title	Conservator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Pyrmont NSW
Salary	$88,834 - $96,829
Future Merit Locations	Pyrmont
Office Arrangement	Flexible
Office Arrangement Details	Flexible arrangement can be negotiated
Classification	APS Level 5
Position Number	0087
Agency Website	https://www.sea.museum/about/about-the-museum/what-we-

Job Description

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

The Australian National Maritime Museum is seeking an experienced APS5 Conservator to join the Conservation team in a full-time ongoing role and help preserve and protect the National Maritime Collection for future generations.

About the Australian National Maritime Museum

The Australian National Maritime Museum is where Australia’s stories meet the sea.

As one of the nation’s leading cultural institutions and one of Sydney’s most visited museums, we ignite curiosity, inspire discovery, and connect people with the powerful stories that have shaped Australia’s relationship with the ocean, rivers, and waterways.

Through world-class exhibitions, iconic vessels, education programs, research, events, and digital experiences, we bring maritime history, culture, science, and innovation to life for millions of people across Australia and around the globe.

Located on the spectacular waters of Darling Harbour, the Museum welcomes more than 2.5 million visitors each year and is supported by a passionate community of employees, volunteers, members and supporters who are united by a shared purpose: to create meaningful experiences that inspire a deeper understanding of our maritime heritage and future.

At the Museum, you will have the opportunity to contribute to work that matters, collaborate with talented and dedicated professionals, and help shape the future of one of Australia's most respected cultural organisations.

Find out more at sea.museum.

Duties

About the Role

Help preserve Australia’s maritime stories for generations to come.

This is an exciting opportunity to join a nationally recognised cultural institution and make a meaningful contribution to the care and preservation of the National Maritime Collection.

As a Conservator, you’ll work as part of a multidisciplinary museum team, applying your professional expertise to preventive and interventive conservation, assessments and treatments. You’ll manage conservation work from planning through to completion, assess risks, undertake research and technical analysis, and provide practical, evidence-based advice to support collection care, exhibitions, loans and Museum projects.

Working alongside Senior Conservators and colleagues across the Museum, you’ll contribute to contemporary conservation practices and help ensure the collection remains protected, accessible and ready to inspire visitors and communities into the future.

Please note: This recruitment process may be used to fill both current and future vacancies. A merit pool of suitable applicants may be established and used to fill similar ongoing and non-ongoing positions that arise within 18 months from the date the vacancy is advertised.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Demonstrated professional knowledge of contemporary conservation practice, materials, techniques and relevant scientific processes, including recognised expertise in an area of specialisation relevant to the National Maritime Collection.
2. Demonstrated ability to plan and undertake preventive and interventive conservation activities, including the assessment and treatment of collection material, application of conservation ethics and management of risks to collection safety and long-term preservation.
3. Demonstrated analytical, research and problem-solving capability, including the ability to evaluate technical information, exercise sound professional judgement and develop evidence -based treatment proposals, advice and recommendations.
4. Demonstrated ability to manage allocated conservation projects and competing priorities under limited direction, establish plans and timeframes, maintain high-quality documentation and deliver agreed outcomes.
5. Well-developed communication and interpersonal skills, including the ability to provide clear professional advice, prepare technical documentation, communicate complex information to different audiences and build productive relationships with internal and external stakeholders.

Qualifications and/or relevant experience required

Mandatory:

- Recognised tertiary qualifications in materials conservation and substantial relevant professional experience in cultural heritage conservation, or an equivalent combination of qualifications and professional experience.
- Demonstrated experience independently planning, documenting and undertaking preventive and interventive conservation activities within an area of professional expertise.

Desirable:

- Professional membership of the Australian Institute for the Conservation of Cultural Materials.
- Current driver’s licence.
- Current EWP Yellow Card or capacity to obtain one.

Eligibility

This position is open to all eligible members of the community, and we encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. To be an eligible member of the community, you must be an Australian citizen.

All employees will be required to satisfactorily complete various background checks including but not limited to an Australian Federal Police National Police Check and obtain and maintain a Working with Children Check registration.

Notes

How to Apply

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

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

Applications Close: 11:59pm AEDT, Sunday 8 November 2026. No applications will be accepted by mail or email. Please allow up to six weeks from the closing date for the recruitment process to be completed and applicants to be notified of the outcome.

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

About the Australian National Maritime Museum

About the Australian National Maritime Museum As one of Sydney’s most visited museums, the Australian National Maritime Museum shares our national maritime story across Australia and the world, online, onsite and through research, presentations and travelling exhibitions, and provides must-visit museum experiences that delight and inspire. We connect our visitors with the oceans and waterways that are the heartbeat of who we are. From deep time to modern Australian and beyond, we explore our past, our present and future as an island nation shaped by sea, offering a sustainable and cohesive vision for the future. The Museum welcomes over 2.5 million local, interstate and international visitors annually, and is supported by a thriving and passionate staff, membership, volunteer and education base. Find out more at https://sea.museum.

To Apply

Position Contact	Jeffrey Fox, +61282418327
Agency Recruitment Site	https://www.sea.museum/About/About%20the%20museum/Our%20peop

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Vacancy VN-0773940

Australian Security Intelligence Organisation

Closing Date:Monday 18 January 2027

Job Title	Information Management Traineeship 2028
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$71,183 - $98,193
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	In office
Classification	APS Level 2
Position Number	00220262027
Agency Website	www.asio.gov.au

Job Description

www.asio.gov.au/careers

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. ASIO's people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful, we need talented people who are highly capable, dedicated, adaptable and resilient.

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

At a time when Australia’s security environment is dynamic, diverse and degrading, our work is more important than ever. Join the mission and make a difference every day.

The opportunity

ASIO is offering an exciting opportunity to join our Information Management (IM) Traineeship which is undertaken over a period of two years. As a trainee, you will complete a Certificate IV in Business (Records and Information Management) as well as receiving on the job training in information management policies, practices and systems.

ASIO will pay for your training and provide you with a mentor who will offer support and guidance throughout your traineeship.

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

Duties

Responsibilities

As an IM trainee in ASIO, you will undertake work placements primarily in our Data and Information Management directorate within our Technology and Data division. Some of your responsibilities will include:

· Facilitate the management of ASIO's incoming electronic correspondence and document distribution.

· Facilitate the management of ASIO’s incoming and outgoing physical correspondence and courier services.

· Use tools and technologies to create, organise, store, retrieve, share, preserve and destroy information and data in accordance with organisational policies and procedures.

· Manage user permissions and privileges and classify information appropriately.

· Assist others to follow appropriate information and data management behaviours.

· Follow information and data management procedures to meet legislative requirements.

You may also undertake a work placement in an area responsible for delivering and supporting technology for ASIO, including:

· Providing first point of contact Information and Communication Technology (ICT) support and customer service.

· Supporting our project managers and business analysts to develop new technology capabilities for the Organisation.

You will learn:

· How to manage the full lifecycle of information

· How to communicate and plan in a work environment

· How to use numerous ASIO information systems.

During the IM traineeship, you will earn a starting salary of $71,183 (including service allowance) plus 15.4% superannuation. In addition to your salary, ASIO will cover the costs of the completion of a Certificate IV in Business (Records and Information Management) and will provide time within your working week to complete your studies.

On successful completion of the first 12 months of the program, you will be promoted to an ASIO employee level 3 (APS3 equivalent) with a salary of $80,937 (including service allowance) plus 15.4% superannuation.

On successful completion of the 2-year IM traineeship program, you will be promoted to an ASIO employee level 4 (APS4 equivalent) with a salary of $91,522 (including service allowance) plus 15.4% superannuation.

Eligibility

What you will bring

We are seeking candidates with the following attributes:

· Adaptability

· Curiosity

· Commitment to professional development

· Honesty

· Integrity

· Problem solving

· Resilience

· Teamwork

We are seeking candidates with the following capabilities:

· The ability to work collaboratively

· The capacity to think critically and laterally in solving problems

· The flexibility to adapt to emerging issues, events and environments

· Personal qualities that exemplify ASIO’s values and expected behaviour

· Strong attention to detail

· Excellent communication skills.

Eligibility

To be eligible to work at ASIO, you must be:

· 18 years of age at time of application

· an Australian citizen

· assessed as suitable to hold and maintain a TOP SECRET-Privileged Access (TS-PA) security clearance.

Reasonable adjustments

Please let us know if you require any additional assistance or reasonable adjustments during any stage of the recruitment process in order to fully participate in the recruitment process or the workplace. This may include reasonable adjustments to assessment methodologies to enable full participation.

Notes

What we offer you

ASIO provides a number of benefits to its staff including:

· A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.

· Employer superannuation contributions of 15.4%.

· A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.

· Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.

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

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

· Access to an Employee Assistance Program (EAP).

· Mentoring opportunities.

Location

Canberra, ACT.

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

How to apply

ASIO officers' identities are protected by law. Under section 92 of the ASIO Act, the only declared ASIO officers are the Director-General and Deputy Directors-General. Due to the need to protect our people's identities, ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

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

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

· A response to the following question (no more than 500 words):

o Why do you consider ASIO’s IM traineeship to be a good career opportunity for you? In your response, answer:

§ Why are you applying?

§ What are you looking for to gain from the traineeship?

§ What do you think you could bring to the Organisation?

· Details of 2 referees, which must include a current or previous supervisor. ASIO will not contact your referees without advising you prior to doing so.

Read the ASIO People Capability Framework and Core Capability Guide, available on ASIO’s website. Ensure your responses address the relevant capabilities and levels outlined in these frameworks.

Use of artificial intelligence in recruitment processes

ASIO does not use any form of artificial intelligence (AI) at any point in the recruitment process.

All applications are reviewed by a selection panel. We recognise some applicants may use AI technologies to draft applications or prepare for interviews. If you wish to use AI, we recommend doing this only for initial drafts and ensure that your application is personalised and accurately reflects your skills, experience and qualifications.

Additionally, be aware of the privacy policies of any AI tool you use. Be mindful of the information you are entering into AI tools (personal details, work history, etc) and how using it may link you to potential ASIO employment, noting that you are expected to be discrete and maintain confidentiality with your application.

If you are invited to attend interview, the use of AI tools and recording devices during interview is strictly prohibited. Should AI tools or recording services be detected, your application, and any future applications may be discontinued.

The recruitment selection process – timeframes

Our selection process is rigorous and extensive. All employment decisions and selection processes at ASIO are based on merit principles and candidates must be prepared to undergo various selection stages. The stages may include application assessment, eligibility checks, online testing, skills-based assessment and interview.

We ask all applicants for their patience throughout the process.

As we are recruiting for the IM traineeship for the recruitment selection process:

- Program advertised Oct 2026
- Assessment centres will likely run in April 2027

Employment conditions

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

Australian Workplace Equality Index

ASIO has achieved the Australian Workplace Equality Index (AWEI) Gold Standard in 2024, 2025 and 2026, recognising ASIO's inclusion work and positive culture. ASIO was the first Australian intelligence agency to achieve this status.

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

About the Australian Security Intelligence Organisation

To Apply

Position Contact	ASIO Recruitment, 02 6263 7888
Agency Recruitment Site	www.asio.gov.au/careers

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Australian Security Intelligence Organisation

Closing Date:Monday 18 January 2027

Job Title	Project Graduate Management Program 2028
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$91,522 - $107,794
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	In office
Classification	APS Level 4
Position Number	02320262027
Agency Website	www.asio.gov.au

Job Description

www.asio.gov.au/careers

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. ASIO's people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful, we need talented people who are highly capable, dedicated, adaptable and resilient.

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

At a time when Australia's security environment is dynamic, diverse and degrading, our work is more important than ever. Join the mission and make a difference every day.

The opportunity

Are you seeking a career at an intelligence agency where you can contribute and make a difference to the security of Australia? ASIO’s Project Management Graduate Program is a 12-month program, commencing in early 2028.

The program will showcase the breadth of work that ASIO undertakes and set you on a pathway for a career with purpose. We are seeking university students who will have completed their degree before the intake commences, or graduates from the past 3 years, who are looking for a meaningful career in project management.

Fields of study we are looking for include, but are not limited to:

• Project management

• Technology

• Business

The program will equip you with the specialised skills, knowledge and experience to undertake a range of project management roles in a number of placements across enterprise technology solutions business areas.

Duties

On program, you will:

• Work alongside colleagues to offer insights into systems, platforms and services that support our ICT delivery goals.

• Support the delivery of cutting-edge ICT projects by assisting in the planning, execution, and closure phases of the project lifecycle.

• Provide day-to-day project support, including scheduling meetings, preparing agendas, taking minutes, maintaining comprehensive project documentation and preparing briefs.

• Work collaboratively with diverse stakeholders to identify and document requirements, provide regular status updates, and build positive professional relationships across IT, security, finance, and HR areas.

• Assist in tracking project finances and Commonwealth fund approvals, while contributing to the identification and mitigation of project and information security risks.

• Utilise ASIO’s information systems to create, store, and share critical project data efficiently and securely.

Over the 12-month program, we will guide and mentor you, enabling you to gain unique experience across ASIO, and to build connections with graduates across the National Intelligence Community.

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

Eligibility

What you will bring

We are seeking candidates with the following attributes:

• Adaptability

• Curiosity

• Commitment to professional development

• Honesty

• Integrity

• Problem solving

• Resilience

• Teamwork

We are seeking candidates with the following capabilities:

• Ability to work collaboratively

• Capacity to think critically and laterally in solving problems

• Flexibility to adapt to emerging issues, events and environments

• Personal qualities that exemplify ASIO’s values and expected behaviour.

Eligibility

To be eligible to work at ASIO, you must be:

• an Australian citizen

• have completed your degree before the program commences, or graduated in the past 3 years

• assessed as suitable to hold and maintain a TOP SECRET-Privileged Access (TS-PA) security clearance.

Reasonable adjustments

Please let us know if you require any additional assistance or reasonable adjustments during any stage of the recruitment process in order to fully participate in the recruitment process or the workplace. This may include reasonable adjustments to assessment methodologies to enable full participation.

Notes

What we offer you

ASIO provides a number of benefits to its staff including:

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

• Employer superannuation contributions of 15.4%.

• A variety of leave options in addition to the standard 4 weeks annual leave, including stand down between Christmas and New Year.

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

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

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

• Access to an Employee Assistance Program (EAP).

• Mentoring opportunities.

Location

Canberra, ACT.

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

How to apply

ASIO officers' identities are protected by law. Under section 92 of the ASIO Act, the only declared ASIO officers are the Director-General and Deputy Directors-General. Due to the need to protect our people's identities, ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

Click on 'Apply online' to commence your application.

Your application must be complete and include the following:

• A written pitch of up to 500 words addressing the following questions:

- Why are you applying for the project management graduate program?
- What skills, knowledge and experience will you bring to the Organisation?
- Why have you chosen a career in ASIO?

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

• A copy of your academic transcript. If you have not yet graduated, please provide your most up to-date transcript. This can be an unofficial copy as long as it is issued by your tertiary provider.

• Details of 2 referees, which must include a current or previous supervisor. ASIO will not contact your referees without advising you prior to doing so.

Read the ASIO People Capability Framework and Core Capability Guide, available on ASIO's website. Ensure your responses address the relevant capabilities and levels outlined in these frameworks.

Use of artificial intelligence in recruitment processes

ASIO does not use any form of artificial intelligence (AI) at any point in the recruitment process.

All applications are reviewed by a selection panel. We recognise some applicants may use AI technologies to draft applications or prepare for interviews. If you wish to use AI, we recommend doing this only for initial drafts and ensure that your application is personalised and accurately reflects your skills, experience and qualifications.

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If you are invited to attend interview, the use of AI tools and recording devices during interview is strictly prohibited. Should AI tools or recording services be detected, your application, and any future applications may be discontinued.

The recruitment selection process – timeframes

Our selection process is rigorous and extensive.

All employment decisions and selection processes at ASIO are based on merit principles and candidates must be prepared to undergo various selection stages.

The stages may include application assessment, eligibility checks, online testing, skills-based assessment and interview.

We ask all applicants for their patience throughout the process.

As we are recruiting for project management 2028 intake, candidates can expect the following timeframes for the recruitment selection process:

• Program advertised in October 2026 and closes Monday, 18 January 2027.

• Assessment centres will likely run in March 2027.

Employment conditions

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

Australian Workplace Equality Index

ASIO has achieved the Australian Workplace Equality Index (AWEI) Gold Standard in 2024, 2025 and 2026, recognising ASIO's inclusion work and positive culture. ASIO was the first Australian intelligence agency to achieve this status. For more information about ASIO, please visit: www.asio.gov.au.

About the Australian Security Intelligence Organisation

To Apply

Position Contact	ASIO Recruitment, 02 6263 7888
Agency Recruitment Site	www.asio.gov.au/careers

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Vacancy VN-0773946

Australian Signals Directorate

Closing Date:Sunday 22 November 2026

Job Title	ASD 4 Project Support Officer
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$85,993 - $93,881
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	APS Level 4
Position Number	ASD/06178/26
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

The Opportunity

We are seeking motivated and adaptable professionals to fill **ASD 4 Project Support Officer** positions for an initial period of 12 months with possibility of extension (if required).

The Capability and Transformation Group within ASD is responsible for supporting the delivery of critical infrastructure, facilities, security and operational outcomes that enable the organisation to meet its strategic objectives.

In this role, you will be part of a collaborative team that values professionalism, sound judgement and delivering quality outcomes. You will work across a diverse range of project, facilities, contractor management and site support activities, contributing to the successful delivery of organisational priorities.

You will play an important role in coordinating a broad range of site-based and administrative activities to support project delivery and operational requirements. Working closely with internal

stakeholders, contractors and service providers, you will assist in maintaining a safe, secure and efficient working environment while supporting the successful delivery of infrastructure and operational initiatives.

The role operates in a dynamic environment. This includes working outside the office environment on a daily basis, on an operational construction site. Priorities may shift in response to operational and project requirements, and a high degree of adaptability and resilience is required.

Key Duties:

- Support the coordination and delivery of project and operational activities.
- Assist with workforce coordination, site access and escort-related scheduling, and other ad hoc activities.
- Maintain project records, registers and administrative systems to support operational and project requirements.
- Support contractor engagement, compliance and safety administration activities.
- Assist with oversight of construction support activities and stakeholder coordination.
- Support procurement and purchasing administration processes.
- Coordinate vehicle, equipment and resource management activities.
- Assist with monitoring, tracking and reporting on project and site-based activities.
- Prepare routine correspondence, reports, meeting outcomes and administrative documentation.
- Build and maintain productive relationships with internal and external stakeholders.
- Contribute to continuous improvement initiatives and the achievement of project outcomes.

Further information can be found at: I’m changing my career | Australian Signals Directorate (asd.gov.au).

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Duties

The ideal candidate for the ASD 4 Project Support Officer role will demonstrate experience, interest and capability in project coordination, administration, facilities support, contractor management or operational service delivery environments. They may also have:

- Demonstrated organisational skills and the ability to manage competing priorities while maintaining quality outcomes.
- Strong administration and coordination skills, including the management of records, registers and reporting activities.
- Well-developed communication and interpersonal skills, with the ability to build and maintain productive working relationships with a diverse range of stakeholders.

- Sound judgement, discretion and professionalism, with the ability to work within established policies, procedures and legislative frameworks.
- Ability and willingness to work outdoors when required.
- Demonstrated attention to detail and commitment to the accurate completion of work.
- Ability to work collaboratively within a team environment and contribute to shared outcomes.
- Ability to be flexible and resilient in prioritising and responding to daily changing operational requirements.
- A commitment to workplace safety, security and compliance requirements.
- The ability to exercise initiative and identify practical solutions to routine operational and administrative issues.
- Ensure compliance with organisational policies, procedures and safety requirements.

Eligibility

To be eligible for employment with ASD, you must meet all of the following eligibility criteria:

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waivered.
- **Organisational Suitability Assessment** – The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency’s preferred medical provider.

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

Notes

Desirable Qualifications, Experience or Training

- Experience in project support, facilities management, contractor coordination, security administration or operational support environments.
- Experience maintaining registers, records management systems or project administration tools.
- Experience working in infrastructure, construction, facilities or government environments.
- Understanding of contractor management and workplace health and safety requirements.
- Experience using contractor management, safety or project administration systems.
- White Card (or the ability to obtain one).
- Current driver’s license.

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0774037

Australian Signals Directorate

Closing Date:Sunday 22 November 2026

Job Title	ASD 4 Project Support Officer
Job Type	Casual, Non-Ongoing
Location	Darwin NT
Salary	$85,993 - $93,881
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	APS Level 4
Position Number	ASD/06221/26
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

The Opportunity

We are seeking motivated and adaptable professionals to fill **Casual Project Support Officer** positions for an initial period of 12 months with possibility of extension (if required).

The Capability and Transformation Group within ASD is responsible for supporting the delivery of critical infrastructure, facilities, security and operational outcomes that enable the organisation to meet its strategic objectives.

In this role, you will be part of a collaborative team that values professionalism, sound judgement and delivering quality outcomes. You will work across a diverse range of project, facilities, contractor management and site support activities, contributing to the successful delivery of organisational priorities.

You will play an important role in coordinating a broad range of site-based and administrative activities to support project delivery and operational requirements. Working closely with internal

stakeholders, contractors and service providers, you will assist in maintaining a safe, secure and efficient working environment while supporting the successful delivery of infrastructure and operational initiatives.

The role operates in a dynamic environment. This includes working outside the office environment on a daily basis, on an operational construction site. Priorities may shift in response to operational and project requirements, and a high degree of adaptability and resilience is required.

Key Duties:

- Support the coordination and delivery of project and operational activities.
- Maintain project records, registers and administrative systems to support operational and project requirements.
- Support contractor engagement, compliance and safety administration activities.
- Assist with construction security oversight support activities
- Support simple procurement and purchasing administration processes.
- Assist with the coordination of vehicle, equipment and resource management activities.
- Provide input to reporting on project and site-based activities.
- Assist with the preparation of routine correspondence and administrative documentation.
- Contribute to team objectives by maintaining productive relationships with internal and external stakeholders.
- Contribute to continuous improvement initiatives and the achievement of project outcomes.
- Be available to participate in outside normal business hours attendances, including weekends as required.

Further information can be found at: I’m changing my career | Australian Signals Directorate (asd.gov.au).

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies.

Duties

The ideal candidate for the Casual Project Support Officer role will demonstrate experience, interest and capability in project coordination, administration, facilities support, contractor management or operational service delivery environments. They may also have:

- Demonstrated organisational skills and the ability to manage competing priorities while maintaining quality outcomes.
- Strong administration and coordination skills, including the management of records, registers and reporting activities.
- Well-developed communication and interpersonal skills, with the ability to build and maintain productive working relationships with a diverse range of stakeholders.

- Sound judgement, discretion and professionalism, with the ability to work within established policies, procedures and legislative frameworks.
- Ability and willingness to work outdoors when required.
- Demonstrated attention to detail and commitment to the accurate completion of work.
- Ability to work collaboratively within a team environment and contribute to shared outcomes.
- Ability to be flexible and resilient in prioritising and responding to daily changing operational requirements.
- A commitment to workplace safety, security and compliance requirements.
- The ability to exercise initiative and identify practical solutions to routine operational and administrative issues.

Eligibility

To be eligible for employment with ASD, you must meet all of the following eligibility criteria:

- **Australian Citizenship** - Applicants must be an Australian citizen. Only in exceptional circumstances can this requirement be waivered.
- **Organisational Suitability Assessment** - The preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).
- **Security Clearance** - It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.
- **Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency’s preferred medical provider.

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

Notes

Desirable Qualifications, Experience or Training

- Experience in project support, facilities management, contractor coordination, security administration or operational support environments.
- Experience maintaining registers, records management systems or project administration tools.
- Experience working in infrastructure, construction, facilities or government environments.
- Understanding of project management/support and workplace health and safety requirements.
- Experience using safety or project administration systems.
- White Card (or the ability to obtain one).
- Current driver’s license.

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

About the Australian Signals Directorate

To Apply

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

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Vacancy VN-0773722

Australian Submarine Agency

Closing Date:Sunday 08 November 2026

Australian Submarine Agency
Chief Operating Officer

Job Title	Communications Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Various locations - WA WA, Various locations - SA SA
Salary	$99,733 - $112,431
Future Merit Locations	Various locations - ACT, Various locations - WA, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	In accordance with the ASA Enterprise Agreement 2024 – 2027, additional remuneration provisions may be available for the preferred applicant based on
Classification	APS Level 6
Position Number	ASA/05976/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=02395C5C-E81B-A0C5-C3BC-ED653E3FE03C

Duties

The Role

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

Working across communications, events, stakeholder engagement, issues management and corporate support functions, the Communications Officer is accountable under broad direction for delivering complex communication and engagement activities that support the Australian Submarine Agency's mission and strategic objectives.

About the Team

The Communications team delivers strategic communication, media, stakeholder engagement, events and reputation management activities that support the Australian Submarine Agency's mission to deliver Australia's sovereign conventionally armed, nuclear-powered submarine program. The team develops and implements communication strategies, manages media and issues, provides executive communication support, delivers major events and stakeholder engagement activities, and produces content for internal and external audiences.

Our Ideal Candidate

We are a dynamic organization seeking employees who are agile, innovative and energised by high-paced work. We are seeking highly motivated and collaborative minded people who will have the opportunity to contribute to a once in a lifetime program.

We are seeking a highly motivated communications professional with experience delivering strategic communications, media, stakeholder engagement and event management activities in a complex environment. The ideal candidate will be a strong writer with excellent judgement, able to translate technical or sensitive information into clear and compelling communications for a range of audiences.

They will be proactive, organised and adaptable, with strong interpersonal skills and the ability to build productive relationships across government, Defence, industry and international stakeholders. Experience in media, issues management, executive support, digital communications or major event delivery will be highly regarded.

The successful candidate will demonstrate initiative, sound decision-making and a commitment to achieving outcomes in a fast-paced environment, while contributing positively to team culture and supporting the Australian Submarine Agency's strategic objectives.

Eligibility

Security Clearance:

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

Notes

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

About the Australian Submarine Agency

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

To Apply

Position Contact	Jessica Sain, jessica.sain@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=02395C5C-E81B-A0C5-C3BC-EI

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Vacancy VN-0773735

Australian Submarine Agency

Closing Date:Sunday 08 November 2026

Australian Submarine Agency
Nuclear SM Capability

Job Title	Senior Operations Analyst
Job Type	Full-Time, Ongoing
Location	Majura ACT
Salary	$124,393 - $140,315
Future Merit Locations	Majura
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertsied location(
Classification	Executive Level 1
Position Number	ASA/05986/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=939979D3-DE08-A4D8-88C2-ED654035852E

Duties

The Role

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

The EL 1 Senior Operations Analyst is a senior technical and analytical leader responsible for delivering evidence-based analysis to inform capability decisions. The role requires the application of Operations Analysis, systems thinking, quantitative and qualitative methodology, modelling and simulation and other analytical techniques to solve complex challenges relating to submarines and the undersea environment. Through this work, the analyst will provide robust decision support to senior stakeholders.

Working with a high degree of autonomy, the EL 1 Senior Operations Analyst will lead analytical activities from problem definition through to delivery of recommendations, ensuring that analysis is rigorous, transparent, and aligned with agency priorities. The successful candidate will lead multidisciplinary teams, manage competing priorities and build trusted relationships across the organisation and enterprise.

The EL 1 Senior Operations Analyst will:

- Lead the planning, conduct, and delivery of complex analytical studies to support organisational decision-making.
- Apply Operations Analysis methodologies, modelling and simulation, quantitative analysis, and data-driven approaches to complex Defence problems.
- Translate strategic and operational challenges into structured analytical questions and develop evidence-based recommendations.
- Lead the design, execution, validation, and evaluation of analytical activities, ensuring outputs are technically robust and fit for purpose.
- Provide professional leadership and oversight to ensure analytical products meet ASA standards.
- Manage and mentor analysts within an integrated workforce, fostering collaboration, innovation, and professional development.
- Coordinate and prioritise team workloads, resources, and deliverables to meet organisational objectives and deadlines.
- Engage with a broad range of internal and external stakeholders to understand requirements, communicate complex concepts, and achieve mutually beneficial outcomes.
- Contribute to the development and continuous improvement of analytical methods, tools, frameworks, and business processes.
- Prepare and present high-quality written reports, briefing materials, and recommendations for senior leaders and decision-makers.

This role is based in Canberra, ACT, and offers the opportunity to contribute to significant capability and operational analysis activities in support of national security outcomes.

The successful applicant must satisfy all applicable security and workforce suitability requirements, including ITAR eligibility, Nuclear Suitability obligations, and the ability to obtain and maintain a Positive Vetting security clearance.

About our Team

The Requirements Analysis and Intelligence Directorate provides analytical and intelligence support to the Capability Sponsor within the Australian Submarine Agency (ASA). The directorate enables informed and evidence-based decision-making by supporting the development, management, governance and assurance of capability requirements throughout the capability lifecycle.

Our Ideal Candidate

We are a dynamic organization seeking employees who are agile, innovative and energised by high-paced work. We are seeking highly motivated and collaborative minded people who will have the opportunity to contribute to a once in a lifetime program.

We are seeking a highly motivated and collaborative professional who can combine technical excellence with leadership and stakeholder engagement. The successful applicant will be capable of leading complex analytical activities, driving evidence-based decision-making, and developing the people, processes, and analytical approaches required to support ASA outcomes.

The role offers an opportunity to influence significant agency decisions relating to the defence of Australia, while working in a dynamic environment at the intersection of strategy, operations, capability, and analysis.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Tertiary qualifications in Operations Research, Mathematics, Statistics, Engineering, Science, Data Science, Economics, Defence Studies, Systems Engineering, or a related discipline. Experience with modelling and simulation tools, analytical software, data visualisation, or programming languages relevant to Defence analysis.

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 advertising agency.

About the Australian Submarine Agency

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

To Apply

Position Contact	Regina Campbell, 02 5109 8742
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=939979D3-DE08-A4D8-88C2-ED

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Vacancy VN-0774067

Australian Submarine Agency

Closing Date:Sunday 15 November 2026

Australian Submarine Agency
Infrastructure Planning & Co-Ordination

Job Title	Director Infrastructure Operations
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$144,430 - $173,359
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(
Classification	Executive Level 2
Position Number	ASA/05901/26
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

https://defencecareers.nga.net.au/?jati=4E49C118-D837-3118-78B2-ED65F2FB8752

Duties

The Role

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

The Australian Submarine Agency’s (ASA) Infrastructure Planning and Coordination (IP&C) Division is responsible for planning and coordinating the delivery of physical infrastructure that will enable AUKUS partners to have a rotational presence at HMAS Stirling, support Australia’s acquisition and sustainment of Virginia Class submarines, and deliver Australia’s sovereign build and sustainment of SSN-AUKUS submarines.

As the Director Infrastructure Operations, you will lead a critical function within the Infrastructure Planning, Performance and Integration (IPPI) team, supporting the delivery of a complex, nationally significant infrastructure portfolio. You will use commercial, workforce, financial and business operations levers to improve organisational performance, strengthen delivery confidence and enable informed executive decision-making.

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

About our Team

Our people are capable, committed and diverse. We support an inclusive culture that emphasises respect and collaboration and prioritises safety and security. Our greatest asset is our people.

The Infrastructure Planning and Coordination (IP&C) Division is responsible for coordinating the infrastructure that enables Australia's nuclear-powered submarine capability. Our work spans major programs and sites across Western Australia and South Australia, bringing together government, industry and international partners to deliver nationally significant outcomes.

Joining IP&C means working in a collaborative and high-performing environment where you can shape strategy, influence delivery outcomes and contribute to one of Australia's most complex infrastructure portfolios.

Our Ideal Candidate

We are a dynamic organization seeking employees who are agile, innovative and energised by high-paced work. We are seeking an accomplished pro-active leader with experience operating at the intersection of business operations, commercial management and portfolio delivery.

Our ideal candidate will demonstrate:

- Experience leading and growing teams while building capability, improving performance and fostering a culture of accountability and collaboration.
- Strategic thinking and sound judgement, with the ability to solve complex problems and balance competing organisational priorities.
- Ability to drive continuous improvement in reporting, information management, governance and organisational performance
- Experience working within large-scale project, infrastructure, program or portfolio environments.
- Strong commercial, financial and business management acumen, with the ability to translate data and insight into decisions and action.
- A demonstrated ability to influence outcomes across diverse stakeholder groups, particularly where success depends on relationships, collaboration and strategic influence rather than direct authority.
- Experience identifying and managing enterprise risks, opportunities and dependencies to improve delivery outcomes.
- The ability to operate confidently in ambiguity, providing clear advice and direction in complex and evolving environments.

- Exceptional communication skills and experience providing advice to senior executives, government stakeholders and delivery partners.

Eligibility

Security Clearance:

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

Notes

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

About the Australian Submarine Agency

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

To Apply

Position Contact	ASA Recruitment, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4E49C118-D837-3118-78B2-ED6

Defence Housing Australia

Closing Date:Sunday 08 November 2026

Enabling Services
Human Resources Work Health & Safety

Job Title	Senior Work Health & Safety Operations Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Gungahlin ACT, Adelaide SA
Salary	$104,793 - $120,411
Future Merit Locations	Gungahlin, Adelaide
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	APS Level 6
Position Number	494010
Agency Website	https://www.dha.gov.au/

Job Description

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

Ready to make an impact? Join DHA as a Senior Work Health & Safety Operations Officer and help shape a safer workplace. Apply now!

About us

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

DHA manages an expanding portfolio of housing solutions and provides housing for over 17,200 ADF members and their families and administers rent allowance for more than 16,000 ADF members and their families in private rental accommodation. DHA provides housing related

services advising on eligibility, providing posting support, and managing bookings and allocation services for all DHA provisioned housing and on-base accommodation to approximately 60,000 ADF members.

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

About your team

Join a collaborative and forward-thinking Human Resources team committed to creating a safe, inclusive and high-performing workplace.

WHS sits within DHA's Human Resources branch, which partners with stakeholders across the organisation to deliver practical, people-focused solutions throughout the employee lifecycle. Our work spans recruitment, workplace conditions, workforce planning, learning and development, performance, employee support and WHS, as well as initiatives that strengthen culture, capability and engagement.

You'll be part of an experienced and supportive team that values collaboration, continuous improvement and fresh ideas. It's a dynamic environment where you'll have the opportunity to build strong relationships, share your expertise and contribute to positive outcomes for our people.

Duties

About the role

At DHA, safety is more than compliance. It's about people.

As our Senior Work Health & Safety Operations Officer, you'll play a key role in strengthening DHA's safety culture and creating a workplace where physical and psychological wellbeing are prioritised.

Working with leaders, employees and stakeholders across Australia, you'll provide specialist WHS advice, manage physical and psychosocial risks, lead initiatives and support continuous improvement across the organisation.

This is an opportunity to use your expertise and influence to shape WHS strategies, build capability and embed practical, proactive approaches to safety. You may also lead complex work, coordinate competing priorities and support a small team to deliver meaningful outcomes for our people.

Eligibility

Employment with DHA is conditional on successful applicants demonstrating that they are an Australian citizen, meeting the required medical standards, and obtaining and maintaining a security clearance at the required level.

Notes

Benefits for working at DHA include:

- 15.4% superannuation

- Generous leave entitlements, including 18 days personal leave and 20 days annual leave per year
- Work-life balance and flexible working options
- A positive workplace culture where you can bring your whole self to work
- Opportunities to broaden your industry knowledge and experience
- Career progression and opportunities
- A dedicated Employee Assistance Program for you and your family to access in times of need
- ADF partner employment conditions when posting to a new location

For information on DHA's Employee Value Proposition, visit our website.

How to apply

Apply now with your current resume and a 500-word one page pitch, addressing the requirements of the role. We recommend you read the Australian Public Service Commission's Cracking the Code guidance on how to write your response. Additionally, you should consider the expected behaviours described in the Australian Public Service Commission's Integrated Leadership System at this role's level.

For further information on the position, please refer to the Candidate Information Pack through the online careers site.

Applications close: 11:55pm AEST 08 November 2026. Any questions? Please contact Katerina Martch, Assistant Director WHS T: 02 6268 3737 E: ekaterina.martch@dha.gov.au

Order of Merit

A merit pool will be established from this process which will be valid for 18 months from the date of advertising. This merit pool may be used throughout this period to fill similar positions in the event positions become vacant.

Inclusion and Diversity

DHA is committed to building an inclusive and diverse workforce. We welcome applications from across our community including, Aboriginal and Torres Strait Islander peoples, women, people with disability, people from culturally and linguistically diverse backgrounds, those who identify as LGBTIQ+, ex-defence members, mature-aged employees and carers.

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

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

About the Defence Housing Australia

At Defence Housing Australia, we provide quality housing and related services to Defence members and families. In doing this, we support the operational, recruitment and retention goals of the Department of Defence. To meet our Defence housing obligations, we are active in Australian residential housing markets, acquiring and developing land, and constructing and purchasing houses. Our staff are located in 19 offices in regional centres and nearby Defence outposts throughout Australia.

To Apply

Position Contact	Katerina Martch, 0262683737
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0773841

Department of Finance

Closing Date:Sunday 08 November 2026

ICT
ICT Business, Strategy & Governance Contracts & Procurement Team

Job Title	Senior ICT Procurement & Contracts Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$131,199 - $158,879
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	Finance supports flexible workplace arrangements as per operational requirements
Classification	Executive Level 1
Position Number	2026/231
Agency Website	www.finance.gov.au

Job Description

https://financejobs.nga.net.au/?jati=6D566CC4-564B-9B84-F95B-ED65B7FBF070

ABOUT THE SECTION

The Business, Strategy & Governance Section, within the ICT Division, includes the functions of ICT Enterprise Architecture, ICT Planning and Strategy, ICT Financial Reporting, ICT Project Management Office and the ICT Contracts and Procurement Team (CPT).

The CPT provides procurement expertise and delivers centrally managed procurement for all ICT and ICT labour hire requirements, as well as enabling high-quality contract management practices through its centralised responsibilities to support the Department's key strategic ICT outcomes.

Duties

ABOUT THE OPPORTUNITY

The successful candidate will be critical in the success of the Department's key ICT procurements and contracts, responsible for enabling compliant procurement practices as well as engaging professionally with the Department's numerous ICT vendors to ensure high-quality performance and value for money are achieved.

Duties will include:

- Supporting the EL2 in leading the CPT by delegating the team's high-volume Business As Usual (BAU) ICT procurement and contract management requests. Simultaneously managing competing Divisional pressures to ensure the Department's priorities are met;
- Providing tailored advice for a range of ICT procurement and contract scenarios through applying a detailed understanding of the Commonwealth Procurement Rules (CPRs);
- Supervising a variety of activities to ensure procurement and contractual governance goals are met by participating in the appropriate contractual forums and providing clear advice when required;
- Driving complex and concurrent procurement activities on behalf of internal stakeholders;
- Drafting procurement artefacts (contracts, statement of requirements, procurement plans, evaluation reports, etc.);
- Participating in complex evaluation processes;
- Maintaining satisfactory service levels for the central procurement function;
- Managing a small team, including supporting development and overall team contribution;
- Resolving complex procurement and contract queries and identifying risks and issues; and
- Developing and maintaining strong working relationships with a range of stakeholders.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated. All Finance staff are required to have a minimum baseline security clearance prior to commencement.
- RecruitAbility applies to this vacancy. Under the RecruitAbility scheme, you will be invited to participate in further assessment activities for the vacancy if you choose to opt-in to the scheme, declare you have a disability and meet the minimum requirements for the vacancy. All requests for reasonable adjustments will be considered and managed in consultation with you. Further information can be found at https://www.apsc.gov.au/recruitability.
- This role is being advertised as both ongoing and non-ongoing. A position may be offered as ongoing or non-ongoing subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 12 months. A specified term may be extended up to a maximum period of 18 months.

Notes

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

About the Department of Finance

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

To Apply

Position Contact	Ana Macdonald, (02) 6215 3017
Agency Recruitment Site	https://financejobs.nga.net.au/?jati=6D566CC4-564B-9B84-F95B-ED65B

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Vacancy VN-0773838

Department of Home Affairs

Closing Date:Friday 06 November 2026

Business Enabling Services
Client Engagement & Support Corporate Partnership and Solutions

Job Title	Administrative Support Officer
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role.
Classification	APS Level 6
Position Number	JR 142141
Agency Website	www.homeaffairs.gov.au

Job Description

https://jobs.homeaffairs.gov.au/job-invite/142141/

About our team

The Corporate Partnerships and Solutions (CPS) section supports Portfolio and Non-Portfolio agencies to establish Shared Service arrangements to access the Department of Home Affairs ICT, digital and corporate services.

CPS manages the coordination and facilitation of such Shared Service arrangements to deliver timely, efficient and effective outcomes for the Department and respective government agencies.

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

Our ideal candidate

- Extremely proficient written and verbal communication skills, including the ability to draft a range of documentation
- Proactive and responsive stakeholder engagement skills, supported by sound negotiation skills
- Ability to provide concise advice on complex issues
- Demonstrated initiative to resolve problems and achieve outcomes
- Effective time management and prioritisation skills, with the ability to manage competing priorities and meet deadlines.
- Strong stakeholder engagement and relationship management skills.
- Excellent written and verbal communication skills.
- Sound judgement, discretion, and problem-solving ability.
- Ability to manage competing priorities and deliver results under pressure.
- Experience coordinating secretariat and governance functions.
- Proven ability to identify, monitor and manage risks and issues.
- Ability to provide high-quality (verbal and written) advice and facilitate outcomes across diverse stakeholder groups.

Duties

- Lead complex administrative support activities
- Provide high-level secretariat support and services, including drafting executive level correspondence, briefs and Minutes
- Engage and collaborate effectively with stakeholders to achieve work objectives through sound judgement, written and verbal skills
- Manage escalations and competing priorities through the Service Now Portal and team mailbox
- Maintain and manage issues and risks via the established processes and protocols and establish procedural instructions, where required.

Additional information

The APS6 Administrative Support Officer plays a key role within a small team responsible for coordinating and supporting the delivery of shared services to partner agencies. Reporting to the Assistant Director, the position contributes to the successful delivery of outcomes for the Corporate Partnerships and Solutions (CPS) team, through the provision of high-quality administrative, coordination and secretariat services.

A critical aspect of this role is developing and maintaining strong, collaborative relationships with agencies that receive business services from the Department of Home Affairs, through CPS-managed arrangements. The position requires a customer-focused approach, strong stakeholder engagement skills, and the ability to work effectively across organisational boundaries to achieve shared outcomes.

The successful candidate will demonstrate well-developed written and verbal communication skills, sound judgement, discretion, and the ability to provide accurate and timely advice. They will be highly organised, capable of managing multiple priorities in a fast-paced environment, and able to work independently with limited supervision. The role includes responsibility for coordinating and managing secretariat functions, facilitating stakeholder engagement, and driving outcomes within often competing and time-critical timeframes.

The position also requires demonstrated experience identifying, monitoring, and managing risks and issues, with the ability to analyse information, anticipate challenges, and implement practical solutions to support effective service delivery. Strong organisational skills, attention to detail, and a commitment to continuous improvement are essential to success in this role.

Eligibility

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

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

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

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

Notes

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

The 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.

AI tools may be used to support parts of this recruitment process. The selection panel will disclose where and how AI is used.

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 advertising 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	Sash Ranasinghe, 0421849709
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/142141/

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Vacancy VN-0773833

Department of the Treasury

Closing Date:Sunday 08 November 2026

Australian Small Business and Family Enterprise Ombudsman

Job Title	APS5 Case Managers, Information and Assistance team
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Canberra ACT, Melbourne VIC
Salary	$93,312 - $99,287
Future Merit Locations	Sydney, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	APS Level 5
Position Number	40-2026
Agency Website	www.treasury.gov.au

Job Description

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

The Australian Small Business and Family Enterprise Ombudsman (ASBFEO) is seeking an APS5 Case Manager to join the Information and Assistant team.

About Australian Small Business and Family Enterprise Ombudsman

The ASBFEO assists and advocates for small businesses and family enterprises. The ASBFEO is part of the Department of Treasury but operates as an independent statutory office holder. Staff engaged with ASBFEO are employed under the Treasury Enterprise Agreement 2024-2027.

The ASBFEO presents a challenging and rewarding career with the opportunity to contribute substantially to Government policy that affects small and family businesses. The ASBFEO's staff are drawn from many professions, including those with small business backgrounds, and they bring diversity in experience and skills.

Further information on ASBFEO please visit at www.asbfeo.gov.au.

Duties

About the role

The **Information and Assistance team** helps small businesses and family enterprises resolve disputes involving other businesses or Commonwealth Government agencies and avoid costly formal legal avenues.

As an **APS5 Case Manager**, you will manage all aspects of requests for assistance. You will use judgement to assess risk, identify practical pathways and support parties to work towards resolution.

We’re seeking passionate people who are flexible, responsive and collaborative, with the ability to manage competing priorities and deliver positive outcomes for Australian small and family businesses in a team-based environment.

Being part of the ASBFEO’s Information and Assistance team gives you the opportunity to directly support small business owners who need assistance working through disputes. You will gain a broad understanding of the small business landscape, the services available to assist across government, and the issues faced by small business owners. The insights from our case management are highly sought-after across government and the private sector to inform policy reforms that support Australia’s small businesses.

Key responsibilities include:

- Managing competing enquiries and requests for assistance, assessing risk and determining the most appropriate approach to progress or resolve each matter, in accordance with established policies and procedures (primary activity).
- Engaging with complainants, respondent businesses, government agencies and other stakeholders by phone and in writing, including in difficult or sensitive circumstances.
- Applying relevant legislation, policies and procedures and exercising sound judgement in decision-making.
- Developing and maintaining productive internal and external stakeholder relationships across a broad range of small business and family enterprise matters.
- Representing the team at meetings, conferences, seminars and other internal and external forums.
- Contributing knowledge, case insights and practical ideas to business improvement, strategic planning and the broader direction of the Office.
- Supporting colleagues and contributing to a positive, collaborative and responsive team culture.

The successful candidate will have:

- Demonstrated dispute resolution experience, including the ability to manage matters involving competing interests and identify practical resolution options.
- Strong organisational skills and the ability to manage competing priorities and multiple matters concurrently.
- Well-developed interpersonal and written communication skills, including the ability to effectively engage via email and on the phone with empathy, professionalism and understanding, and manage difficult conversations with emotionally heightened clients.
- The ability to interpret and apply legislation and exercise sound judgement.

- The ability to work flexibly, collaboratively and proactively in a team-based service delivery environment.
- Attention to detail and a commitment to high-quality client service.

Desirable Skills / Experience

Experience in dispute resolution is required. Experience in one or more of the following will be particularly well regarded:

- Case management.
- Working with government agencies, industry bodies or private enterprises.
- Writing professional correspondence, briefs or reports for different audiences.
- Interpreting legislation, policy or regulatory requirements.
- Small business, government or stakeholder engagement.

A tertiary qualification in law, dispute resolution, business, economics, commerce, finance, public policy or another relevant field is desirable.

Eligibility

Under Section 22(8) of the Public Service Act 1999, employees of the Treasury are required to be Australian Citizens.

Successful candidates will be required to obtain and maintain, at a minimum, a Baseline security clearance, and will be subject to pre-employment screening checks.

Some positions may require a higher level of clearance, as specified in the position description.

Notes

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

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

About the Department of the Treasury

The Treasury is a respected and influential central economic agency. We provide authoritative advice and analysis to the Australian Government on a broad range of economic, fiscal, structural, financial and tax policy issues. We also monitor global economic conditions to make sure Australia is well placed to respond to emerging trends. Treasury provides some of the best opportunities in the public service. Treasury presents a challenging and rewarding career with the opportunity to contribute substantially to Government policy that affects all Australians. The Treasury’s staff are drawn from many professions representing diversity in experience and skills. We seek passionate staff who will work collaboratively to deliver the ideas and advice that will help Australia

meet the challenges of the coming years. Treasury offers attractive salaries and employer superannuation as well as a range of other benefits, including generous leave entitlements, salary packaging and a closedown period over the Christmas holiday. The Treasury is a flexible, dynamic and diverse workplace with offices in Canberra, Sydney, Melbourne and Perth.

To Apply

Position Contact	Cecilia Willis, (02) 5114 6122
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

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Vacancy VN-0773912

Department of the Treasury

Closing Date:Wednesday 11 November 2026

Corporate Division
People and Organisational Strategy Branch Payroll & People Systems Unit

Job Title	APS5 Payroll and People Systems Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$93,312 - $99,287
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	APS Level 5
Position Number	41-2026
Agency Website	www.treasury.gov.au

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

The Treasury is seeking an APS5 Payroll and People System Officer to join the Payroll and People Systems Unit which sits within the People and Organisational Strategy Branch in the Corporate Division.

About the role:

The Payroll & People Systems Unit sits within the People and Organisational Strategy Branch in the Corporate Division and is responsible for delivering payroll services and ensuring customer focused, fit-for-purpose, and cohesive HR systems and processes. The Payroll & People Systems Unit provides payroll services to both the Treasury and the Australian Office of Financial Management (AOFM).

Duties

- Finalise fortnightly post payroll processing, fund disbursement and reporting in line with operational, legislative and policy requirements.
- Administer pay and leave entitlements, including undertaking moderately complex to complex processes relating to pay, superannuation, leave entitlements, commencements and separations, higher duties and internal movements, overtime claims, and compensation, in accordance with audit procedures.
- Provide high-quality customer service, including accurate and timely advice to employees and managers on matters relating to pay, allowances, superannuation and Aurion issues. This includes advice on general Human Resource provisions in accordance with relevant legislation, industrial instruments and employment policies.
- Maintain confidential payroll and personnel records in accordance with the information management, privacy policies and procedures.
- Complete work and quality assurance/checking for other team members within specified timeframes to ensure payroll cut off periods are met.
- Contribute to the development and maintenance of operating procedures, checklists and training materials for the business unit and identify and implement improvements in the day-to-day operations and adapt to HR technologies to support innovation and compliance.

What we are looking for:

- Knowledge of and experience in human resource management functions.
- Operate in a self-directed manner, completing assigned work under limited guidance and prioritise tasks in an effective way.
- Well-developed planning and organisational skills with the ability to manage and prioritise multiple activities whilst ensuring accuracy.
- Excellent verbal and written communication skills with an ability to engage with diverse stakeholders and liaise with staff from diverse backgrounds. Ability to convey technical matters to employees and managers in an accessible, easy to understand way.
- Understand and comply with relevant Human Resource legislation, internal policies and their application by maintaining an up-to-date technical expertise and knowledge base through reviewing Payroll and HR Policies, processes and procedures.
- Attention to detail in the preparation of documents and in responding to correspondence.

Desirable Skills / Experience:

- Experience working in payroll functions is highly desirable.
- Experience in using systems such as Aurion, SharePoint and Service Management tools.

Eligibility

Under Section 22(8) of the *Public Service Act 1999*, employees of the Treasury are required to be Australian Citizens.

Successful candidates will be required to obtain and maintain, at a minimum, a Baseline security clearance, and will be subject to pre-employment screening checks. Some positions may require a higher level of clearance, as specified in the position description.

Notes

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

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

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To Apply

Position Contact	Ros Duffy, 02 6263 3328
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

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

Vacancy VN-0773930

Department of the Treasury

Closing Date:Tuesday 10 November 2026

Australian Building Codes Board

Job Title	EL1 Assistant Director, WaterMark team
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$137,301 - $157,498
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 1
Position Number	42-2026
Agency Website	www.treasury.gov.au

Job Description

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

The Australian Building Code Board (ABCB) is seeking an **EL1 Assistant Director** to join the **WaterMark team**.

About the Australian Building Codes Board

The ABCB is a joint initiative of the Commonwealth, state and territory governments, working in partnership with the building and plumbing industries. As Australia’s national standards-writing body for building and plumbing, the ABCB is responsible for developing and maintaining the National Construction Code (NCC) and administering the National Construction Code, WaterMark and CodeMark Australia Certification Schemes.

The ABCB Office is a professional, technical and administrative team that provides support to the Board and executes its ongoing work program. The Office works on major contemporary issues affecting the building and plumbing sector, drawing on research, regulatory analysis and extensive engagement with governments and industry. Recent achievements include national improvements to energy efficiency, accessibility, fire safety, and plumbing system performance.

About the role

As an **EL1 Assistant Director** in the **WaterMark team** you will play a key role in the ongoing development, implementation, and administration of the WaterMark Certification Scheme (scheme) to ensure compliance, effective stakeholder engagement, and continuous improvement. This includes:

- Overseeing the daily administration of the scheme, including liaising with key stakeholders such as certifiers, conformance partners, industry and regulators.
- Managing certifier agreements, ensuring compliance with scheme rules and processes.
- Monitoring and enforcing compliance with the trademark rules, including managing legal matters.
- Responding to stakeholder enquiries and managing complaints related to the scheme's operation.
- Supporting the robust development of scheme rules, procedures and administrative processes, and associated education and communication resources, including effective collaboration across the ABCB, Treasury and external stakeholders.
- Providing administrative, co-ordination and/or project management support for scheme related initiatives within the team.
- Managing the database administration portal, ensuring accurate record-keeping, data integrity and reporting.
- Co-ordinating quarterly actively statement and fee payment processes and preparing reports on scheme financials.
- Leading the next scheme review, including stakeholder engagement, ensuring alignment with regulatory requirements and industry best practice.

Duties

Desirable Skills / Experience

We are seeking a motivated and experienced individual to provide administrative and project support within a high performing, collaborative team responsible for the mandatory WaterMark Certification Scheme for plumbing products.

Our ideal candidate will have:

- Strong organisational skills and attention to detail.
- Experience providing administrative, coordination or project support.
- Well-developed stakeholder engagement and communication skills.
- Ability to manage enquiries, resolve issues and maintain accurate records.
- Strong analytical and problem-solving skills, with a focus on continuous improvement.
- Experience with project management and working in a regulatory, compliance or certification environment is desirable.

Eligibility

Under Section 22(8) of the *Public Service Act 1999*, employees of the Treasury are required to be Australian Citizens.

Successful candidates will be required to obtain and maintain, at a minimum, a Baseline security clearance, and will be subject to pre-employment screening checks.

Some positions may require a higher level of clearance, as specified in the position description.

Notes

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

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About the Department of the Treasury

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To Apply

Position Contact	Anne-Maree Campbell, (02) 6263 2652
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

Vacancy VN-0773808

Director of Public Prosecutions

Closing Date:Wednesday 11 November 2026

Multiple
Multiple

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$88,834 - $111,701
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	APS Level 5;APS Level 6
Position Number	26_88
Agency Website	

Job Description

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

The Office of the Director of Public Prosecutions (Cth) (**CDPP**) is seeking flexible, organised, and proactive Executive Assistants (**EAs**) at **APS5** and **APS6** classifications to join our team in Sydney.

You will work as part of a small management group and provide comprehensive executive, administrative, and operational support to the National Practice Leaders (**NPLs**), Senior Executive Lawyers (**SELs**) and their practice groups.

As an **APS5 Executive Assistant**, you will:

- play a vital role in supporting the strategic objectives of the CDPP by acting as a central point of liaison between CDPP executive and internal teams and partner agencies and stakeholders across the criminal justice system;
- coordinate and manage SELs schedules and diaries and undertaking other administrative tasks as required; and
- monitor executive inboxes, drafting routine responses, coordinating workflows, and following up on action items to meet key deadlines.

As an **APS6 Executive Assistant**, you will also:

- operate in a fast-paced, high-pressure environment with limited supervision;
- draft executive correspondence, prepare briefing packs, and manage sensitive partner relationships across the APS;
- undertake leadership responsibilities, including coordinating workflows and supporting team management activities;
- partner with leaders, and helping create positive outcomes for our team members; and
- act as a strategic partner to senior leadership, ensuring the seamless operation of their offices and alignment with organisational priorities.

Our ideal candidates are experienced EAs and administrators who can proactively identify and anticipate the requirements of a senior executive, exercise sound judgement and remain composed when prioritising work.

The CDPP welcome applications from EAs with varied experience across the private sector, private legal practice and/or government sectors who are looking for the opportunity to transfer their expertise into the federal government environment.

Duties

ASP5 Executive Assistant

In addition to meeting the Integrated Leadership System profile at the APS5 classification, primary outcomes and accountabilities will involve the following.

- Diary management; scheduling appointments and organising travel;
- Managing Executive inboxes, preparing responses to routine and less complex enquiries;
- Prioritising and coordinating workflows, collating and follow up of information to ensure deadlines are met;
- Secretariat support through effective minute taking and action tracking for various Senior Executive lead meetings;
- Stakeholder engagement and liaison with various stakeholders of all levels and supporting with general enquiries;
- Financial management, coordination and reconciliation of Senior Executive finances, including card acquittals, cab charges and reimbursements;
- Procurement management, including coordinating spend approvals, contracts and processing invoices;
- Providing support to the broader Practice Groups if capacity permits;
- Supporting the ‘Front of Office’ functions, including greeting visitors, receiving and responding to phone calls, emails and general correspondence for the Executives; and

- Supporting up to 3 Senior Executives.

APS6 Executive Assistant

In addition to meeting the Integrated Leadership System profile at the APS6 classification, primary outcomes and accountabilities will involve the following.

As an APS6 EA to a Senior Executive you will be a strategic problem solver, anticipating the needs of leadership, possess an ability to navigate complex challenges and manage the day-to-day operation with efficiency, with a specific focus on:

- Proactive management of the Executive's complex and frequently shifting calendars, optimising their time by resolving scheduling conflicts and prioritising high-impact meetings;
- Manage the Executive’s inbox, monitoring emails, drafting responses to correspondence, delegating work and monitoring deadlines;
- Manage partnerships by acting as the primary point of contact between the Executive and internal/external partners; including the screening and management of incoming emails and correspondence, acting with sound judgement and confidentiality;
- Coordinating detailed travel arrangements and logistics including flights, accommodation and other transport;
- Managing all meeting and event requirements, including the preparation of agendas, briefing packs, and presentation materials. At time, these roles will attend meetings where required to record accurate minutes and track action items;
- Financial administration. including the processing and tracking of corporate expenditure, assist with managing budgets and procurements in accordance with CDPP policy;
- Office support functions; including greeting visitors, arranging meetings and organising local logistical arrangements, room bookings, catering, escorting external stakeholders and taking a lead role supporting your site location;
- Secretariat support, including minute taking, for various Senior Executive lead meetings;
- Assisting leadership with special projects, including research, data compilation, preparation of internal and external report and cross departmental coordination; and
- Potentially supporting more than one Senior Executive.

Eligibility

- Employees in these roles must commence on an **AGSVA Baseline** security clearance as a minimum and have the ability to obtain and maintain an **AGSVA Negative Vetting 1 or Negative Vetting 2.**
- Australian Citizenship.

Notes

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

- unique and challenging work;
- professional development opportunities;
- generous leave entitlements with additional paid time off during the Christmas close-down period;
- clear and transparent salary progression, and scheduled salary increases;

- 15.4% superannuation;
- flexible working arrangements that promote work-life balance;
- a $295 annual wellbeing allowance; and
- free and confidential 24/7 counselling through our Employee Assistance Program (EAP), available for staff and their family members.

*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 advertising agency.

About the Director of Public Prosecutions

To Apply

Position Contact	Natasha Lindh, 02 6206 5657
Agency Recruitment Site	https://cdppcareers.nga.net.au/cp/

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Vacancy VN-0773895

Federal Circuit and Family Court of Australia

Closing Date:Monday 02 November 2026

Federal Circuit and Family Court of Australia
Judicial Support

Job Title	Legal Associate
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA
Salary	$79,125 - $86,246
Future Merit Locations	Adelaide
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 4
Position Number	0741-10-26
Agency Website	https://www.fcfcoa.gov.au/

Job Description

https://fcajobs.nga.net.au/?jati=C121365A-BDA9-0E47-A829-ED65F48F530A

Position Overview

The primary role of Legal Associates is to support and assist judges of the Federal Circuit and Family Court of Australia (Division 1), which is a Federal Court of superior record that exercises jurisdiction exclusively in Family Law.

Legal Associates assist in researching cases, points of law, preparing matters for hearing and other related matters for judges sitting at first instance and/or in Appeals. Legal Associates are responsible for providing assistance to judicial officers during court hearings and other administrative support to judges, as required. In addition, Legal Associates perform court support duties.

Legal Associates primarily provide assistance to designated judges but may be asked to assist other judges if the need arises. Some interstate travel will be required.

The primary role of Legal Associates is to support and assist judges of the Federal Circuit and Family Court of Australia (Division 1), which is a Federal Court of superior record that exercises jurisdiction exclusively in Family Law.

Legal Associates assist in researching cases, points of law, preparing matters for hearing and other related matters for judges sitting at first instance and/or in Appeals. Legal Associates are responsible for providing assistance to judicial officers during court hearings and other administrative support to judges, as required. In addition, Legal Associates perform court support duties.

Legal Associates primarily provide assistance to designated judges but may be asked to assist other judges if the need arises. Some interstate travel will be required.

Duties

Position Duties

The occupant of this position:

- provides research assistance to judicial officers.
- assists with the general operation and day-to-day running of chambers including responding to enquiries.
- assists judicial officers with the management of cases and, if required, enter data into the Court's case management system.
- assists with the preparation of matters for both the Court and the Judge.
- assists the Judge with judgment writing as required including head notes, catch wording, legal research and editing in line with the Court's judgments publication standards.
- assists the judicial associate and with the running of courtroom duties.
- assists with the general operation and day-to-day running of chambers.
- would ordinarily travel interstate with the judicial officer for appellate and first instance work.

Eligibility

Selection Criteria

1. Demonstrated legal research, analysis and drafting skills underpinned by good attention to detail and accuracy. Ability to prepare briefing materials, well-drafted correspondence and case summaries.
2. Problem solving skills and the ability to evaluate a large volume of information quickly and to manage multiple tasks and priorities effectively.
3. Initiative to work autonomously and take responsibility for progressing work while also being able to work collaboratively, build and maintain positive professional relationships and deal appropriately with sensitive and confidential information.
4. Demonstrated proficiency with technology, including the use of electronic legal resources and the ability to learn and use the Court's case management systems and virtual courtroom systems.
5. The ability to adapt to changing situations and priorities.
6. A high standard of ethical behaviour including confidentiality.
7. Sound organisational skills including the ability to manage priorities, meet deadlines and work effectively under pressure in a team environment.
8. Well-developed interpersonal skills including tact, discretion, initiative and the ability to communicate effectively with members of the judiciary, the legal profession, the public and other court staff.
9. Knowledge, or ability to acquire knowledge, of Family Court functions, the organisation, practices, procedures and terminology.
10. Ability to travel when required.

Qualifications

It is a mandatory requirement that candidates have completed a qualification in law with a strong academic record. Applications from applicants with one or more years of post-admission experience in legal practice, or similar relevant experience are preferred.

Notes

Artificial Intelligence (AI) in recruitment

Candidates may use AI tools to assist with their participation in this recruitment process unless otherwise advised. Where AI tools are used, candidates are responsible for ensuring that all information submitted is transparent, accurate, and genuinely reflects their own skills, capabilities, and experience.

For more information, see: Principles for candidate use of AI in Recruitment

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 court of their employment;
3. Health clearance – the successful applicant may be required to complete a health declaration or attend a medical assessment to confirm their fitness for duty.

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.

How to Apply

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

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

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

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

About the Federal Circuit and Family Court of Australia

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

To Apply

Position Contact	Deanne Oakley, (08) 7201 6227
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=C121365A-BDA9-0E47-A829-ED65F48F5

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Vacancy VN-0773906

Great Barrier Reef Marine Park Authority

Closing Date:Sunday 08 November 2026

Strategic Policy and Partnerships Strategic Governance

Job Title	Parliamentary and Governance Coordinator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Canberra ACT
Salary	$99,733 - $111,702
Future Merit Locations	Various locations - QLD, Townsville, Canberra
Office Arrangement	On Site;Flexible
Office Arrangement Details	While the agency supports workplace flexibility, remote working is not available for this role.
Classification	APS Level 6
Position Number	258
Agency Website	

Job Description

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

We are seeking a Parliamentary and Governance Coordinator to help the Reef Authority meet its accountability and performance obligations across parliamentary services, governance and corporate planning.

In this role, you'll bring together information from across the Reef Authority and the broader Australian Public Service to support timely, accurate responses to government business. Working under the oversight of the Director and Assistant Director, you'll contribute to a small team where sound judgement, responsiveness and collaboration matter.

What you'll bring

- Experience coordinating end-to-end parliamentary services in an Australian Government context, with an understanding of parliamentary processes, protocols and quality requirements.
- Strong coordination, reporting and administrative skills, with the ability to manage competing deadlines and maintain accuracy and consistency.
- Well-developed research, writing and editing skills, including the ability to interpret guidance and prepare clear materials for different audiences.
- A collaborative, adaptable approach, with sound judgement, integrity and discretion, and the ability to work constructively in a small team and respond to feedback.

- Qualifications or relevant experience in government administration, public policy, governance, communications or a related field, and experience managing parliamentary workflows and using PDMS, are desirable

Why join the Reef Authority?

At the Reef Authority, you'll build a meaningful career while helping protect one of the world's most iconic natural assets. We offer a supportive, flexible and purpose-driven workplace where your work has real impact.

You'll enjoy competitive APS employment conditions, including up to 15.4% employer superannuation, flexible working arrangements, wellbeing initiatives, professional development opportunities and a collaborative culture committed to protecting the Great Barrier Reef for future generations.

Duties

What you'll do

- Lead the coordination, advice, and responsive engagement in the Reef Authority’s ministerial and parliamentary business including ministerial submissions, Question Time briefs, Senate Estimates and committee hearings, parliamentary inquiries, and Questions on Notice.
- Scan, monitor, and provide advice to the Executive, Director, and Assistant Directors on accountability and performance obligations across parliamentary processes, governance, and corporate planning.
- Maintain productive working relationships while working across the Reef Authority and the APS, with a strong understanding of organisational operations and whole of government activity.
- Collect, analyse, and consolidate input from across the Reef Authority and the broader APS under the guidance of the Director and/or Assistant Director.
- Plan, write, edit, and proof-read a wide range of materials for the Reef Authority and the Strategic Governance section under the guidance of the Director and/or Assistant Director.
- As a small agency and team, from time-to-time you may be asked to support the organisation, branch and section with duties outside of your usual span but within your capabilities.

Eligibility

Essential Requirements

- Demonstrated experience coordinating end-to-end parliamentary services in accordance with parliamentary processes, protocols, timeframes and quality requirements.

- Demonstrated aptitude and experience in coordination, reporting, or administrative delivery roles.
- Well-developed writing, editing, research, and interpretation skills.
- Demonstrated interpersonal strengths, with the ability to work constructively within a small agency environment.

Desirable qualifications or equivalent experience

- Tertiary qualifications or relevant experience government administration, public policy, governance, communications, or a related field.
- Proven ability to manage parliamentary workflows and use the Parliamentary Document Management System (PDMS).

Employment with the Reef Authority is subject to:

- Conditions prescribed within the Public Service Act 1999.
- Australian Government Security Vetting Agency (AGSVA) granting a security clearance at the required level.
- Evidence of citizenship status.
- Evidence of qualifications required of the role.
- Evidence of a completed national police-check with no risks identified by the Reef Authority.
- The CEO of the Reef Authority, or their Delegate, approving a Notice of Engagement.
- The Australian Government Security Clearance Application Guide Book provides information on minimum eligibility requirements for holding a security clearance at the required level. Please ensure that you are able to provide the necessary documents if you apply for the position. More information on the security clearance vetting process is available on the AGSVA website.

Notes

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Lisa Pennisi, 0439 754 201
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Vacancy VN-0773851

Indigenous Business Australia

Closing Date:Wednesday 04 November 2026

Business Solutions Business Development East

Job Title	Senior Business Development Officer
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Brisbane QLD, Cairns QLD, Townsville QLD, Canberra ACT
Salary	$107,789 - $119,506
Future Merit Locations	Sydney, Brisbane, Cairns, Townsville, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Work in the office and from home.
Classification	
Position Number	5030
Agency Website	www.iba.gov.au

Job Description

https://www.iba.gov.au

The **Senior Business Development Officer** reports to the Team Leader, Business Development and operates with a high degree of autonomy under broad direction. The role is responsible for establishing and maintaining trusted customer and stakeholder relationships, understanding customer needs, and delivering tailored business support and capital solutions that create sustainable outcomes for customers and communities.

Duties

Duties include, but are not limited to:

- Develop and maintain professional understanding of customer base to build and manage networks of stakeholders, working partnerships and external resources to identify and build a pipeline of potential customers who are aspiring, start-up or existing business operators.
- Develop commercial credit submissions to the Credit Assessment Team.
- Review applications for business loans to ensure they meet IBA standards.
- Analyse and interpret customers' financial statements and evaluation of supporting documents.
- Meeting with customers and work closely to assess their business readiness and establish a development pathway into business.
- Analyse customers' requirements and manage all customer communication by performing activities to ensure timely responses and a high level of service to customers.
- Provide guidance and linkages to resources that supports customers' development of personal characteristics, capabilities, industry knowledge and understanding of the principles of business, necessary to establish and operate a viable business.
- Other duties as required.

Eligibility

- Current driver's licence.
- Willingness and ability to undertake regional and remote travel as required, including overnight absences at least once each month.

Notes

About the Indigenous Business Australia

About Us Our vision is for a nation in which Aboriginal and Torres Strait Islander people are economically independent and an integral part of the economy. IBA was created to assist and enhance the economic development opportunities of Aboriginal and Torres Strait Islander people across Australia. IBA serves, partners and invests with Aboriginal and Torres Strait Islander people who want to own their future. We go further than provide money; we invest in people, places and ideas that can't wait. We help make them real. We're deeply invested in the financial success and economic independence of Indigenous Australians. It's why we exist. We can Help you own your own home. Loans and financial services – affordable, simple and personalised. So you can take ownership of your home and your future. Help you start or grow a business. Business Finance and partnerships – from big ideas through to making them happen, we can provide the right mix of products, services, advice, networks and capability. Help you invest in your future. Focused on making a strong, positive impact with a portfolio that provides responsible financial returns and a whole lot more for communities and our partners.

To Apply

Position Contact	Niel Barry, 02 6110 2766
Agency Recruitment Site	https://www.iba.gov.au

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

Vacancy VN-0773950

Indigenous Business Australia

Closing Date:Thursday 05 November 2026

People, Performance & Culture Performance and Partnering

Job Title	Associate Director, Performance & Partnering
Job Type	Full-Time, Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Sydney NSW, Perth WA
Salary	$163,682 - $191,782
Future Merit Locations	Adelaide, Brisbane, Canberra, Darwin, Melbourne, Sydney, Perth
Office Arrangement	Hybrid
Office Arrangement Details	Work in the office and from home.
Classification	
Position Number	7087
Agency Website	www.iba.gov.au

Job Description

https://www.fprs.com.au/jobview/associate-director-performance-and-partnering/3dbee62d-ce72-4cfb-a69a-0953e

The Associate Director Performance and Partnering is a key leadership position within the People Performance and Culture directorate.

The role acts as a trusted adviser to senior executives, providing expert guidance on industrial relations, workforce consultation, employee performance, organisational change, and workplace health and safety.

Duties

- The Associate Director Performance and Partnering is a key leadership position within IBA's People Performance and Culture directorate, acting as a trusted adviser to senior executives on industrial relations, workforce consultation, employee performance, organisational change, and workplace health and safety.
- Providing strategic, pragmatic and risk-based advice on workplace policies and human resources matters consistent with legislation, Government advice and IBA's Enterprise Agreement, including maintaining IBA's workplace policies.
- Leading Enterprise Agreement bargaining when required, from planning and negotiation through to implementation.
- Overseeing a high-performing People Partnering function that supports the consistent application of people policies and supports leaders to manage complex performance, conduct, and employee relations matters.
- Ensuring IBA meets its consultation requirements through effective employee and union engagement.
- Promoting a proactive safety culture focused on prevention, accountability, and continuous improvement.
- Managing early intervention, case management, WHS arrangements, and Comcare administration.
- Fostering productive workplace relationships and ensuring compliance with industrial instruments and legislation.
- Building strong relationships with internal and external stakeholders and representing IBA at various forums.
- Leading, coaching, and developing a high-performing team, and modelling IBA's values and behaviours.

Eligibility
Notes

Tertiary qualifications in Human Resources or a relevant field, and professional membership of AHRI, are highly desirable.

To Apply: First People Recruitment Solutions

About the Indigenous Business Australia

About Us Our vision is for a nation in which Aboriginal and Torres Strait Islander people are economically independent and an integral part of the economy. IBA was created to assist and enhance the economic development opportunities of Aboriginal and Torres Strait Islander people across Australia. IBA serves, partners and invests with Aboriginal and Torres Strait Islander people who want to own their future. We go further than provide money; we invest in people, places and ideas that can’t wait. We help make them real. We’re deeply invested in the financial success and economic independence of Indigenous Australians. It’s why we exist. We can Help you own your own home. Loans and financial services – affordable, simple and personalised. So you can take ownership of your home and your future. Help you start or grow a business. Business Finance and partnerships – from big ideas through to making them happen, we can provide the right mix of products, services, advice, networks and capability. Help you invest in your future. Focused on making a strong, positive impact with a portfolio that provides responsible financial returns and a whole lot more for communities and our partners.

To Apply

Position Contact	Bryan Creith, Brian Creith
Agency Recruitment Site	https://www.fprs.com.au/jobview/associate-director-performance-and-part

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Vacancy VN-0773917

National Library of Australia

Closing Date:Sunday 08 November 2026

Digital Projects and Innovation

Job Title	APS 6 - Records Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	Flexible
Office Arrangement Details	Flexibility may be negotiated with the successful candidate - some on site attendance required
Classification	APS Level 6
Position Number	106106
Agency Website	

Job Description

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

As a world leading library, the National Library of Australia offers an innovative and collaborative workplace where exceptional team players and technical specialists can flourish. As part of the Library's team, you will help support organisational reform, working collaboratively with your team to shape the Library's future.

Duties

The Library is seeking to fill a ongoing APS 6 Record Manager role in the Projects and Innovation Section of the Digital Branch.

The Records Manager performs specialised records management work under limited direction, exercising a high degree of initiative, judgement and autonomy in the delivery of recordkeeping services and advice.

The role is responsible for:

- administering the Library's corporate records management system (Content Manager), including managing user access and resolving technical issues
- providing expert records management advice and guidance to staff across the Library
- managing the full records lifecycle, including the appraisal, sentencing and disposal of physical and digital records in accordance with approved records authorities and legislative requirements
- leading or supporting records management compliance activities, including reporting (e.g. National Archives' Check-up surveys), internal reviews and audits
- identifying opportunities to improve records management processes and practices to strengthen organisational compliance and governance.

We are seeking a proactive and outcome-focussed records management professional with a strong understanding of records management legislation, standards and compliance requirements, including the Archives Act 1983 and relevant whole-of-government policies.

The successful candidate will have demonstrated experience in managing records in all formats throughout their lifecycle, including appraisal, sentencing and disposal activities in accordance with relevant records authorities. They will also be experienced in administering the Content Manager system, and delivering training, refresher sessions, and guidance to staff across the agency.

To succeed in this role, you will have:

- **Mandatory** – Qualifications in records management, or equivalent relevant experience, with a minimum of three years' experience in records management.
- **Desirable** – demonstrated experience in the administration of the Content Manager system of at least one year's experience.

Eligibility

Applicants should be Australian citizens to be eligible for APS employment.

The preferred applicants will be required to successfully undergo a police record check and must be willing to disclose all relevant and required information.

The preferred applicant must be able to obtain and maintain a **baseline** security clearance.

Notes

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

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

About the National Library of Australia

To Apply

Position Contact	Calin Cobzaru, (02) 6262 1137
Agency Recruitment Site	https://nla.nga.net.au/cp

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Vacancy VN-0773986

National Library of Australia

Closing Date:Sunday 08 November 2026

Corporate Human Resources

Job Title	APS 6 - Workforce Reporting and Systems Coordinator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	Flexible
Office Arrangement Details	Flexibility may be negotiated with the successful candidate - some on site attendance required
Classification	APS Level 6
Position Number	106069
Agency Website	

Job Description

https://nla.nga.net.au/

As a world leading library, the National Library of Australia offers an innovative and collaborative workplace where exceptional team players and technical specialists can flourish. As part of the Library's team, you will help support organisational reform, working collaboratively with your team to shape the Library's future.

Duties

The Library is seeking to fill a non-ongoing APS 6 **Workforce Reporting and Systems Coordinator** role in the Human Resource Section of the Corporate Branch, for 12 months.

This is an opportunity to contribute to one of Australia's most respected cultural institutions while helping modernise how workforce information is used to support organisational capability, planning and performance. The role offers a unique blend of HR systems administration, workforce analytics and business improvement, making it ideal for someone looking to broaden their capability and influence across a complex and nationally significant organisation. This role is particularly suitable for people with backgrounds in HR systems, workforce analytics, people data, payroll systems, business intelligence or workforce planning who are looking to apply their expertise in a purpose-driven public sector environment.

We are looking for a proactive and analytical professional who enjoys working at the intersection of people, systems and data. The ideal candidate will be motivated by improving processes,

solving problems, and turning workforce information into meaningful insights that help leaders make informed decisions.

To succeed in this role:

- A strong commitment to accuracy, quality and data integrity.
- Curiosity and a continuous improvement mindset, with a willingness to challenge existing processes and identify better ways of working.
- Sound judgement and the ability to work independently while managing competing priorities.
- A customer-focused approach and the ability to explain complex technical information in a practical and accessible way.
- Professionalism, discretion and integrity when working with sensitive workforce information.
- A commitment to APS Values and building an inclusive, respectful and psychologically safe workplace.

Eligibility

Applicants should be Australian citizens to be eligible for APS employment.

The preferred applicants will be required to successfully undergo a police record check and must be willing to disclose all relevant and required information.

The preferred applicant must be able to obtain and maintain a **baseline** security clearance.

Notes

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

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

About the National Library of Australia

To Apply

Position Contact	Greg Bell, (02) 6262 1040
Agency Recruitment Site	https://nla.nga.net.au/

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Vacancy VN-0773935

National Portrait Gallery of Australia

Closing Date:Sunday 15 November 2026

Corporate Services

Job Title	Chief Financial Officer
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	$150,356 - $170,757
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	This position is based at the Gallery in Canberra. Flexible work arrangements will be considered.
Classification	Executive Level 2
Position Number	6079
Agency Website	https://www.portrait.gov.au/

Job Description

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

The EL2 Chief Financial Officer provides strategic financial leadership, administration, and stewardship for the National Portrait Gallery, ensuring the integrity, accuracy, and transparency of financial management, reporting, and compliance. The Chief Financial Officer leads the Finance, Business Management and Procurement team and is responsible for the provision of high quality, timely and accurate financial and procurement advice and services to the Gallery while ensuring it

meets its legislative and compliance financial framework obligations. Reporting to the Chief Operating Officer, the Chief Financial Officer contributes to corporate governance, strategic planning, and organisational performance, supporting the Gallery to achieve its strategic objectives.

Duties

1. **Provide strategic financial leadership, analysis and advice**, to the Executive and Board on financial management, investment, procurement, risk and resource allocation to support the Gallery's strategic objectives, financial sustainability and compliance obligations, including the development and implementation of a multi-year Financial Strategy that aligns financial resources, investment decisions and operational priorities.
2. **Lead and manage the Finance and Procurement function**, including the delivery of high-quality services and advice for budgeting, forecasting, management accounting, procurement, contract management, treasury functions, and the preparation of monthly and annual financial statements and other statutory reporting.
3. **Develop, implement and maintain financial governance frameworks**, including Accountable Authority Instructions, financial delegations, procurement policies, investment frameworks, asset management policies and related procedures, ensuring sound stewardship of public resources and compliance with legislative obligations.
4. **Drive continuous improvement in financial performance, capability and systems**, identifying opportunities to strengthen financial management practices, business processes, reporting, controls and organisational capability to ensure financial data integrity.
5. **Leadership and people management,** to foster a culture of collaboration, innovation, inclusion and continuous improvement, modelling the APS values, employment principles and leadership behaviours.
6. **Build and maintain effective stakeholder relationships, including** engagement with the Australian National Audit Office through the annual financial statements audit process and other audit engagements, external auditors, the Board and Audit and Risk Committee, central agencies and the portfolio department.

Eligibility

1. **Financial Leadership and Public Sector Expertise -** Demonstrated expertise in contemporary public sector financial management, including a comprehensive understanding of Commonwealth financial frameworks, legislation, policies and requirements, and the ability to apply these in a complex operating environment.
2. **Financial Management and Performance -** Extensive experience leading financial management functions, including budgeting, forecasting, financial reporting, statutory compliance, revenue and expenditure management, financial planning and analysis, asset management and investment oversight.
3. **Governance, Risk and Assurance -** Demonstrated experience establishing and maintaining robust governance, internal control, risk management and assurance frameworks, with a strong understanding of the PGPA Act, Commonwealth accountability requirements, audit processes and government budgeting frameworks.
4. **Strategic Financial Advice and Decision Support -** Demonstrated ability to provide strategic financial leadership and high-quality advice to executives, boards and senior stakeholders, supporting organisational performance, informed decision-making and alignment with government priorities.
5. **Leadership and People Management -** Proven ability to lead and develop high-performing teams, build organisational capability, manage change and foster a culture of accountability, collaboration, continuous improvement and service excellence.
6. **Commercial and Business Acumen -** Demonstrated ability to provide commercially sound advice on procurement, contracts, investments, business cases and resource allocation to support organisational sustainability, value for money and strategic outcomes.

7. **Stakeholder Engagement and Influence -** Highly developed communication, negotiation and relationship management skills, including experience engaging and influencing boards, audit and risk committees, central agencies, regulators, executives and external stakeholders.
8. **Organisational Strategy and Transformation -** Demonstrated ability to contribute to organisational strategy, business transformation and long-term financial sustainability through innovative thinking, performance improvement and the effective stewardship of public resources.
9. **APS and Organisational Values -** Demonstrated commitment to the APS Values and Code of Conduct and the National Portrait Gallery's values, together with an ability to promote workplace diversity, inclusion, participative leadership and work health and safety practices.

Industry specific criteria:

- CA, CPA or tertiary qualifications in a relevant field, plus extensive accounting experience at the senior level is essential.

Notes

Applicant Information

- In no more than two A4 pages, please tell us how your skills, knowledge, experience and qualifications make you the best person for this job,
- Email your application, a current CV and the Application Coversheet to hrservices@npg.gov.au
- If you need more information please get in touch with Tristan Hoffmeister, COO on 02 6102 7190 or by email tristan.hoffmeister@npg.gov.au

Applications close midnight 15 November 2026.

About the National Portrait Gallery of Australia

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

To Apply

Position Contact	Tristan Hoffmeister, 02 6102 7190
Agency Recruitment Site	https://www.portrait.gov.au/content/employment/

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Vacancy VN-0773840

Sport Integrity Australia

Closing Date:Sunday 01 November 2026

Sport Engagement Education

Job Title	Senior Education Officer - Affirmative Measure Disability
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT
Salary	$109,508 - $119,513
Future Merit Locations	Canberra, Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	0113_1026
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

Our Opportunity

Working in a highly collaborative and dynamic team environment, this key education role develops and delivers targeted and tailored education to the sport sector at several levels. Primary components of this program include the development of education strategies with National Sporting Organisations, the development and delivery of face-to-face education presentations for athletes at all levels, delivery of targeted education resources in partnership with the resources team, and oversight of the Sport Integrity Australia Outreach program.

Key duties and accountabilities

The duties of the Senior Education Officer will vary according to the needs of the Executive and as informed by the Director of Education. Under limited direction, duties and responsibilities include:

- Build and maintain productive and positive relationships with National Sporting Organisations and other sporting groups in relation to their education activities, including the development of tailored education strategies.
- Lead the development and coordination of ‘face-to-face’ education across a range of integrity threats.
- Lead the development and coordination of the Sport Integrity Australia Outreach program.
- Assist in the management and ongoing training of the Education Presenter network, particularly relating to their delivery of education sessions.
- Write content for education resources including presentations, online content, flyers, facts sheets, etc.
- Project management of a number of identified education programs.

The key accountabilities of the Senior Education Officer include, but are not limited to:

- Timely and effective communication with National Sporting Organisations and associated bodies in relation to education planning and delivery.
- Assist in the management of the Education Presenter Network.
- The development and delivery of sport integrity education programs and resources.
- The development of Education Strategies or Plans with National Sporting Organisations.
- Work collaboratively as part of the Education team and the broader organisation to support the requirements of the Sport Integrity Australia education strategy.
- Ensure confidentiality is maintained at all times.
- Ensure the APS Values and Code of Conduct are adhered to at all times.
- Endorse and encourage `best practice' recordkeeping in accordance with Sport Integrity Australia’s Record Keeping Policy and Information Governance Framework. Cooperate with the employer and comply with all relevant legislation and Sport Integrity Australia’s health and safety policies, procedures and instructions.
- Cooperate with the employer and comply with all relevant legislation and Sport Integrity Australia’s health and safety policies, procedures and instructions and Sport Integrity Australia’s ICT and Information Governance Framework.
- • Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others.

Duties

The **selection criteria** for the Senior Education Officer include:

1. Demonstrated understanding of Australian sport, or the proven ability to quickly acquire this knowledge.
2. Experience designing and delivering engaging and effective educational programs and resources.
3. Strong time and project management skills, as well as the ability to be flexible and prioritise changing workloads in a busy environment.
4. Strong liaison and interpersonal skills, with the ability to influence change.
5. Demonstrated ability to work in a team in a collaborative environment.

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 Sport Integrity Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

Sport Integrity Australia may use Microsoft Copilot to support limited administrative aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

Candidates must ensure their application reflects their own skills, experience and abilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

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Applicants are encouraged to familiarise themselves with the Principles for us of AI in recruitment as well as the Principles for agency use of AI in recruitment which outline expectations for the responsible, ethical and transparent use of AI when applying for APS roles.

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 advertising agency.

About the Sport Integrity Australia

Sport Integrity Australia leads the Australian government’s efforts to protect sport against threats to its integrity – doping, competition manipulation and the mistreatment and abuse of sports participants. Sport Integrity Australia is the cornerstone of the government's comprehensive sport integrity strategy: Safeguarding the Integrity of Sport. Our role is to provide advice and assistance to counter the use of prohibited substances and methods in sport, stop the abuse of children and other persons in a sporting environment, cease manipulation of sporting competitions and to protect members of sporting organisations and other persons in a sporting environment from bullying, intimidation, discrimination or harassment. Sporting organisations, and other stakeholders, benefit from the ability to deal with a single nationally coordinated organisation to address all sport integrity issues. Sport Integrity Australia offers guidance on integrity matters to sports that don’t have developed integrity capabilities. Our focus is policy development, intelligence, investigations (primarily of doping cases), education, outreach and capability building. We are Australia's National Anti-Doping Organisation.

To Apply

Position Contact	Luke Kensey, Luke.Kensey@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0773870

Sport Integrity Australia

Closing Date:Sunday 08 November 2026

Sport Engagement Sport Partnerships

Job Title	Sport Integrity Manager – NSWIS
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	$125,820 - $137,127
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0079_0926
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

The Sport Integrity Manager will be employed by Sport Integrity Australia and seconded to work within the NSW Institute of Sport (NSWIS) to create a fair and safe high-performance environment

for staff, coaches and athletes through robust sport integrity practices. You will work closely with Sport Integrity Australia to develop, educate and embed integrity related policies, procedures and practices into all levels at NSWIS.

Duties

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

- Lead and coordinate the NSWIS's sport integrity function, including policy development, implementation and continuous improvement of the National Integrity Framework or Sport Integrity Standards
- Embed integrity, safeguarding and child-safe practices across all areas of NSWIS.
- Oversee and deliver complaints management processes and provide advice on the management of integrity-related matters.
- Deliver education and capability-building programs that strengthen integrity awareness and compliance in NSWIS.
- Develop and maintain strong relationships with Sport Integrity Australia, sporting organisations and high-performance sport partners including other SIS/SAS.
- Provide strategic advice on emerging integrity issues, risks and opportunities.
- Foster a safe, fair and inclusive environment for NSWIS athletes, coaches and staff.

The key accountabilities of the Sport Integrity Manager include, but is not limited to:

- Compliance with the obligations set out in the Secondment / Funding Agreement.
- Compliance with all relevant legislation and regulations.
- Ensure confidentiality is maintained at all times.
- Cooperate with the employer and comply with all relevant legislation.
- Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others.

Selection Criteria

The selection criteria of this role include:

- Demonstrated relevant experience and understanding of sport integrity initiatives, processes, including complaint/reporting mechanisms is desirable.
- Highly developed stakeholder engagement skills and demonstrated experience in developing and maintaining stakeholder relationships.
- Well-developed oral and written communication skills, including the ability to develop and deliver workshops and forums.
- Proven ability to work independently or under limited guidance and ability to manage competing priorities and to influence, drive change and achieve results.
- Proven strategic thinking and the ability to align strategy with operational activities, analysis and insights to enable positive outcomes.

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 Sport Integrity Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

Sport Integrity Australia may use Microsoft Copilot to support limited administrative aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

Candidates must ensure their application reflects their own skills, experience and abilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

Candidates will be asked to disclose their use of AI when submitting an application and may also be asked to so at various stages throughout the recruitment process.

Applicants are encouraged to familiarise themselves with the Principles for us of AI in recruitment as well as the

Principles for agency use of AI in recruitment which outline expectations for the responsible, ethical and transparent use of AI when applying for APS roles.

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 advertising agency.

About the Sport Integrity Australia

Sport Integrity Australia leads the Australian government’s efforts to protect sport against threats to its integrity – doping, competition manipulation and the mistreatment and abuse of sports participants. Sport Integrity Australia is the cornerstone of the government's comprehensive sport integrity strategy: Safeguarding the Integrity of Sport. Our role is to provide advice and assistance to counter the use of prohibited substances and methods in sport, stop the abuse of children and other persons in a sporting environment, cease manipulation of sporting competitions and to protect members of sporting organisations and other persons in a sporting environment from bullying, intimidation, discrimination or harassment. Sporting organisations, and other stakeholders, benefit from the ability to deal with a single nationally coordinated organisation to address all sport integrity issues. Sport Integrity Australia offers guidance on integrity matters to sports that don’t have developed integrity capabilities. Our focus is policy development, intelligence, investigations (primarily of doping cases), education, outreach and capability building. We are Australia's National Anti-Doping Organisation.

To Apply

Position Contact	Tamarah Knox, Tamarah.Knox@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0773894

Sport Integrity Australia

Closing Date:Sunday 08 November 2026

Sport Engagement Sport Partnerships

Job Title	Sport Integrity Manager – NSWIS - Affirmative Measure - First Nations
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	$125,820 - $137,127
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0115_1026
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

The Sport Integrity Manager will be employed by Sport Integrity Australia and seconded to work within the NSW Institute of Sport (NSWIS) to create a fair and safe high-performance environment for staff, coaches and athletes through robust sport integrity practices. You will work closely with Sport Integrity Australia to develop, educate and embed integrity related policies, procedures and practices into all levels at NSWIS.

Duties

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

- Lead and coordinate the NSWIS's sport integrity function, including policy development, implementation and continuous improvement of the National Integrity Framework or Sport Integrity Standards
- Embed integrity, safeguarding and child-safe practices across all areas of NSWIS.
- Oversee and deliver complaints management processes and provide advice on the management of integrity-related matters.
- Deliver education and capability-building programs that strengthen integrity awareness and compliance in NSWIS.
- Develop and maintain strong relationships with Sport Integrity Australia, sporting organisations and high-performance sport partners including other SIS/SAS.
- Provide strategic advice on emerging integrity issues, risks and opportunities.
- Foster a safe, fair and inclusive environment for NSWIS athletes, coaches and staff.

The key accountabilities of the Sport Integrity Manager include, but is not limited to:

- Compliance with the obligations set out in the Secondment / Funding Agreement.
- Compliance with all relevant legislation and regulations.
- Ensure confidentiality is maintained at all times.
- Cooperate with the employer and comply with all relevant legislation.
- Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others.

Selection Criteria

The selection criteria of this role include:

- Demonstrated relevant experience and understanding of sport integrity initiatives, processes, including complaint/reporting mechanisms is desirable.
- Highly developed stakeholder engagement skills and demonstrated experience in developing and maintaining stakeholder relationships.
- Well-developed oral and written communication skills, including the ability to develop and deliver workshops and forums.
- Proven ability to work independently or under limited guidance and ability to manage competing priorities and to influence, drive change and achieve results.
- Proven strategic thinking and the ability to align strategy with operational activities, analysis and insights to enable positive outcomes.

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 Sport Integrity Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

Sport Integrity Australia may use Microsoft Copilot to support limited administrative aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

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Applicants are encouraged to familiarise themselves with the Principles for us of AI in recruitment as well as the

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Notes

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

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

About the Sport Integrity Australia

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assistance to counter the use of prohibited substances and methods in sport, stop the abuse of children and other persons in a sporting environment, cease manipulation of sporting competitions and to protect members of sporting organisations and other persons in a sporting environment from bullying, intimidation, discrimination or harassment. Sporting organisations, and other stakeholders, benefit from the ability to deal with a single nationally coordinated organisation to address all sport integrity issues. Sport Integrity Australia offers guidance on integrity matters to sports that don't have developed integrity capabilities. Our focus is policy development, intelligence, investigations (primarily of doping cases), education, outreach and capability building. We are Australia's National Anti-Doping Organisation.

To Apply

Position Contact	Tamarah Knox, Tamarah.Knox@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0773897

Sport Integrity Australia

Closing Date:Sunday 08 November 2026

Sport Engagement Sport Partnerships

Job Title	Sport Integrity Manager – NSWIS - Affirmative Measure - Disability
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	$125,820 - $137,127
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0116_1026
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

The Sport Integrity Manager will be employed by Sport Integrity Australia and seconded to work within the NSW Institute of Sport (NSWIS) to create a fair and safe high-performance environment for staff, coaches and athletes through robust sport integrity practices. You will work closely with Sport Integrity Australia to develop, educate and embed integrity related policies, procedures and practices into all levels at NSWIS.

Duties

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

- Lead and coordinate the NSWIS's sport integrity function, including policy development, implementation and continuous improvement of the National Integrity Framework or Sport Integrity Standards
- Embed integrity, safeguarding and child-safe practices across all areas of NSWIS.
- Oversee and deliver complaints management processes and provide advice on the management of integrity-related matters.
- Deliver education and capability-building programs that strengthen integrity awareness and compliance in NSWIS.
- Develop and maintain strong relationships with Sport Integrity Australia, sporting organisations and high-performance sport partners including other SIS/SAS.
- Provide strategic advice on emerging integrity issues, risks and opportunities.
- Foster a safe, fair and inclusive environment for NSWIS athletes, coaches and staff.

The key accountabilities of the Sport Integrity Manager include, but is not limited to:

- Compliance with the obligations set out in the Secondment / Funding Agreement.
- Compliance with all relevant legislation and regulations.
- Ensure confidentiality is maintained at all times.
- Cooperate with the employer and comply with all relevant legislation.
- Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others.

Selection Criteria

The selection criteria of this role include:

- Demonstrated relevant experience and understanding of sport integrity initiatives, processes, including complaint/reporting mechanisms is desirable.
- Highly developed stakeholder engagement skills and demonstrated experience in developing and maintaining stakeholder relationships.
- Well-developed oral and written communication skills, including the ability to develop and deliver workshops and forums.
- Proven ability to work independently or under limited guidance and ability to manage competing priorities and to influence, drive change and achieve results.
- Proven strategic thinking and the ability to align strategy with operational activities, analysis and insights to enable positive outcomes.

Eligibility

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

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Notes

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To Apply

Position Contact	Tamarah Knox, Tamarah.Knox@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0774035

Sport Integrity Australia

Closing Date:Sunday 29 November 2026

Corporate ICT, Property & Security

Job Title	Cyber Security Engineer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT 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	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0117_1026
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

Our Opportunity

The Cyber Security Engineer is responsible for designing, implementing, maintaining and improving the agency's cyber security controls, services and technologies. The role supports the protection of agency information, systems and data through the application of security engineering principles, technical expertise and risk-based approaches aligned to the Australian Government Information Security Manual (ISM), Protective Security Policy Framework (PSPF) and Essential Eight.

Operating with a high degree of autonomy, the EL1 Cyber Security Engineer provides technical leadership on cyber security initiatives, manages security technologies, supports incident response activities, and contributes to the agency's cyber security uplift program.

The role requires strong stakeholder engagement skills and the ability to translate complex technical matters into practical advice for both technical and non-technical audiences.

An Individual Flexibility Agreement (IFA) will be considered for the successful applicant.

Security Engineering and Architecture

- Design, implement and maintain cyber security controls across cloud, on-premises and hybrid environments.
- Develop secure architecture patterns and technical standards.
- Review and assess ICT projects and system designs to ensure compliance with security requirements.
- Provide security-by-design advice for new technologies and services.
- Contribute to secure configuration baselines and hardening standards.

Security Operations

- Manage and optimise security technologies including:
  - Microsoft Defender Suite
  - Microsoft Sentinel
  - Microsoft Entra ID
  - Microsoft Intune
  - Firewalls and secure gateways
  - Endpoint Detection and Response (EDR) solutions
  - Vulnerability management tools
- Monitor security events and support threat detection activities.
- Assist with cyber security incident investigations, containment and remediation activities.
- Develop and maintain security monitoring rules, alerts and automation workflows.

Vulnerability and Risk Management

- Conduct vulnerability assessments and coordinate remediation activities.
- Analyse security risks and recommend appropriate mitigation strategies.
- Support implementation and reporting against the Essential Eight Maturity Model.
- Contribute to security risk assessments for systems, applications and third-party services.

Governance, Compliance and Assurance

- Support compliance with the PSPF, ISM and other relevant government security requirements.
- Assist with security accreditation and system authorisation activities.
- Develop and maintain security documentation, procedures and standards.
- Contribute to internal and external security audits.

Project and Stakeholder Management

- Lead medium-complexity cyber security projects and technical workstreams.
- Provide technical guidance to ICT teams and project managers.
- Engage with internal stakeholders, managed service providers and government partners.
- Prepare executive briefings, reports and recommendations.

Leadership

- Provide mentoring and technical guidance to APS employees and contractors.
- Promote a positive security culture across the agency, solutions focussed
- Contribute to workforce capability development and knowledge sharing.
- Foster collaboration across ICT, security and business teams.

Accountabilities

- Conduct vulnerability assessments and coordinate remediation activities.
- Design, implement and maintain cyber security controls across cloud, on-premises and hybrid environments.
- Support compliance with the PSPF, ISM and other relevant government security requirements.
- Assist with security accreditation and system authorisation activities.
- Assist with cyber security incident investigations, containment and remediation activities.
- Provide tiered technical support to internal stakeholders with varying levels of technical proficiency.
- Enhance security posture by developing and implementing secure solutions and improving existing system security frameworks across all environments.
- Offer technical guidance and mentorship to team members to achieve successful project delivery outcomes.
- Ensure compliance with relevant legislation including the Public Service Act, Fair Work regulations, Work Health and Safety policies, ICT policies, security policies, and agency-specific policies and delegations.
- Uphold and adhere to the APS Values and Code of Conduct.

Duties

Selection criteria

Technical Cyber Security Expertise

Demonstrated experience implementing and managing cyber security technologies and controls within complex ICT environments, ideally with experience within the APS.

Security Risk and Assurance

Proven ability to assess cyber security risks, develop mitigation strategies and support compliance with government security frameworks including the ISM and PSPF.

Stakeholder Engagement and Communication

Demonstrated ability to build relationships, provide trusted advice and communicate technical information effectively to both technical and non-technical stakeholders.

Delivery and Problem Solving

Strong analytical and problem-solving skills with the ability to prioritise competing work demands and deliver outcomes within agreed timeframes.

Leadership and Collaboration

Demonstrated ability to lead technical initiatives, mentor team members and work collaboratively across multidisciplinary teams.

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 SIA information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

Sport Integrity Australia may use Microsoft Copilot to support limited administrative aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

Candidates must ensure their application reflects their own skills, experience and abilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

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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 advertising agency.

About the Sport Integrity Australia

Sport Integrity Australia leads the Australian government’s efforts to protect sport against threats to its integrity – doping, competition manipulation and the mistreatment and abuse of sports participants. Sport Integrity Australia is the cornerstone of the government's comprehensive sport integrity strategy: Safeguarding the Integrity of Sport. Our role is to provide advice and assistance to counter the use of prohibited substances and methods in sport, stop the abuse of children and other persons in a sporting environment, cease manipulation of sporting competitions and to protect members of sporting organisations and other persons in a sporting environment from bullying, intimidation, discrimination or harassment. Sporting organisations, and other

stakeholders, benefit from the ability to deal with a single nationally coordinated organisation to address all sport integrity issues. Sport Integrity Australia offers guidance on integrity matters to sports that don't have developed integrity capabilities. Our focus is policy development, intelligence, investigations (primarily of doping cases), education, outreach and capability building. We are Australia's National Anti-Doping Organisation.

To Apply

Position Contact	John Astridge, John.Astridge@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0774050

Sport Integrity Australia

Closing Date:Sunday 15 November 2026

Sport Engagement Sport Partnerships

Job Title	State Integrity Manager - NT & NTSA
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$125,820 - $137,127
Future Merit Locations	Darwin
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0085_0926
Agency Website	www.sportintegrity.gov.au

About the Northern Territory Department of People Sport and Culture and the Northern Territory Sports Academy

The Department of Sport, Recreation and Concessions (DSC) sits within the Northern Territory Government's Department of People, Sport and Culture and supports the development, governance and delivery of sport and recreation across the Northern Territory.

Within DSC, the Industry Development unit provides funding, advice, support and governance oversight to Northern Territory Peak Sporting Bodies (PSBs) and, where relevant, their member organisations. This includes supporting PSBs to meet funding and governance requirements and their obligations under the National Integrity Framework, including requirements associated with Sport Integrity Australia.

Also, within DSC, the Northern Territory Sports Academy (NTSA) provides athlete and pathway development support to Northern Territory athletes, coaches and officials through targeted funding, development programs and performance support services. The NTSA operates across a broad section of the athlete pathway, with development programs commencing from approximately 12 years of age and extending from community and emerging talent environments through to nationally identified and categorised athletes. This provides the NTSA with direct engagement with young athletes, coaches, families, clubs and PSBs well before athletes enter the formal national high-performance system.

As a member of Australia's National Institute Network (NIN), the NTSA also contributes to the objectives of Australia's national high-performance sport system. Its role is to support the development of Territory athletes and pathways in alignment with Australia's High Performance 2032+ Sport Strategy and the collective ambition to win well by achieving sustained international success while supporting positive athlete experiences and wellbeing.

Our Opportunity

The State Integrity Manager – NT/NTSA is a dual role that will engage with key state-based stakeholders, primarily Peak Sporting Bodies, state government agencies and sector bodies as well as staff, athletes and coaches in NTSA. The purpose of the role is to increase the awareness of Sport Integrity Australia's functions, support PSBs to implement national policies in the Northern Territory, increase their integrity capability and respond appropriately to integrity matters that arise. You will also serve the integrity manager function for NTSA working closely with Sport Integrity Australia to develop, educate and embed integrity related policies, procedures and practices into all levels of the organisation.

The key aspect of the State Integrity Manager – NT/NTSA role is the alignment between national and state level integrity initiatives, including but not limited to; increased collaboration and communication between Sport Integrity Australia, NTSA and PSBs.

The role will act as a conduit between all state and national bodies to enhance sport integrity as aligned with Sport Integrity Australia's Corporate Plan.

The role will play a key role in connecting and aligning the work of key partners including the NTSA, sport advocacy groups, state government agencies, State Minister's Office and any other key partners or agencies relevant to the priorities of Sport Integrity Australia. The role will

represent the agency at relevant forums and will identify opportunities to meet with key stakeholders, deliver education and develop supporting resources.

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

- Lead stakeholder engagement with PSBs, government agencies and sector partners to strengthen sport integrity across the Northern Territory.
- Drive implementation of the National Integrity Framework, Sport Integrity Policy Standards and related integrity initiatives.
- Serve as the integrity lead for NTSA, developing and embedding effective integrity policies, practices including complaint management and education programs.
- Deliver advice, education and capability-building support to PSBs, and NTSA athletes, coaches and administrators.
- Facilitate collaboration and alignment between Sport Integrity Australia, NTSA and key state and national stakeholders.
- Represent Sport Integrity Australia, DSC and NTSA at forums, meetings and industry events.
- Provide leadership on emerging integrity issues and contribute to organisational priorities and culture.

The key accountabilities of the position include, but are not limited to:

- Compliance with the Public Governance, Performance and Accountability Act 2013 (PGPA Act), Finance Law and Commonwealth Procurement Guidelines.
- Compliance with all relevant legislation and regulations including the NT Care and Protection of Children Act 2007.
- Ensure confidentiality is maintained at all times.
- Ensure the APS Values and Code of Conduct is adhered to at all times.
- Endorse and encourage `best practice' recordkeeping in accordance with Sport Integrity Australia’s Record Keeping Policy and Information Governance Framework.
- Cooperate with the employer and comply with all relevant legislation and Sport Integrity Australia's health and safety policies, procedures and instructions and Sport Integrity Australia’s ICT and Information Governance Framework.
- Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others**.**

Duties

Selection Criteria

The selection criteria of this role include/s:

- Demonstrated relevant experience and understanding of sport integrity initiatives, processes, including complaint/reporting mechanisms is desirable.
- Highly developed stakeholder engagement skills and demonstrated experience in developing and maintaining stakeholder relationships.
- Well-developed oral and written communication skills, including the ability to develop and deliver workshops and forums.
- Proven ability to work independently or under limited guidance and ability to manage competing priorities and to influence, drive change and achieve results.
- Proven strategic thinking and the ability to align strategy with operational activities, analysis and insights to enable positive outcomes.

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 Sport Integrity Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

Sport Integrity Australia may use Microsoft Copilot to support limited administrative aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

Candidates must ensure their application reflects their own skills, experience and abilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

Candidates will be asked to disclose their use of AI when submitting an application and may also be asked to so at various stages throughout the recruitment process.

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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 advertising agency.

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To Apply

Position Contact	Tamarah Knox, tamarah.knox@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0774051

Sport Integrity Australia

Closing Date:Sunday 15 November 2026

Sport Engagement Sport Partnerships

Job Title	State Integrity Manager - NT & NTSA - Affirmative measure Disability
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$125,820 - $137,127
Future Merit Locations	Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0119_1026
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

About the Northern Territory Department of People Sport and Culture and the Northern Territory Sports Academy

The Department of Sport, Recreation and Concessions (DSC) sits within the Northern Territory Government's Department of People, Sport and Culture and supports the development, governance and delivery of sport and recreation across the Northern Territory.

Within DSC, the Industry Development unit provides funding, advice, support and governance oversight to Northern Territory Peak Sporting Bodies (PSBs) and, where relevant, their member organisations. This includes supporting PSBs to meet funding and governance requirements and their obligations under the National Integrity Framework, including requirements associated with Sport Integrity Australia.

Also, within DSC, the Northern Territory Sports Academy (NTSA) provides athlete and pathway development support to Northern Territory athletes, coaches and officials through targeted funding, development programs and performance support services. The NTSA operates across a broad section of the athlete pathway, with development programs commencing from approximately 12 years of age and extending from community and emerging talent environments through to nationally identified and categorised athletes. This provides the NTSA with direct engagement with young athletes, coaches, families, clubs and PSBs well before athletes enter the formal national high-performance system.

As a member of Australia's National Institute Network (NIN), the NTSA also contributes to the objectives of Australia's national high-performance sport system. Its role is to support the development of Territory athletes and pathways in alignment with Australia's High Performance 2032+ Sport Strategy and the collective ambition to win well by achieving sustained international success while supporting positive athlete experiences and wellbeing.

Our Opportunity

The State Integrity Manager – NT/NTSA is a dual role that will engage with key state-based stakeholders, primarily Peak Sporting Bodies, state government agencies and sector bodies as well as staff, athletes and coaches in NTSA. The purpose of the role is to increase the awareness of Sport Integrity Australia's functions, support PSBs to implement national policies in the Northern Territory, increase their integrity capability and respond appropriately to integrity matters that arise. You will also serve the integrity manager function for NTSA working closely with Sport Integrity Australia to develop, educate and embed integrity related policies, procedures and practices into all levels of the organisation.

The key aspect of the State Integrity Manager – NT/NTSA role is the alignment between national and state level integrity initiatives, including but not limited to; increased collaboration and communication between Sport Integrity Australia, NTSA and PSBs.

The role will act as a conduit between all state and national bodies to enhance sport integrity as aligned with Sport Integrity Australia's Corporate Plan.

The role will play a key role in connecting and aligning the work of key partners including the NTSA, sport advocacy groups, state government agencies, State Minister's Office and any other key partners or agencies relevant to the priorities of Sport Integrity Australia. The role will represent the agency at relevant forums and will identify opportunities to meet with key stakeholders, deliver education and develop supporting resources.

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

- Lead stakeholder engagement with PSBs, government agencies and sector partners to strengthen sport integrity across the Northern Territory.
- Drive implementation of the National Integrity Framework, Sport Integrity Policy Standards and related integrity initiatives.
- Serve as the integrity lead for NTSA, developing and embedding effective integrity policies, practices including complaint management and education programs.
- Deliver advice, education and capability-building support to PSBs, and NTSA athletes, coaches and administrators.
- Facilitate collaboration and alignment between Sport Integrity Australia, NTSA and key state and national stakeholders.
- Represent Sport Integrity Australia, DSC and NTSA at forums, meetings and industry events.
- Provide leadership on emerging integrity issues and contribute to organisational priorities and culture.

The key accountabilities of the position include, but are not limited to:

- Compliance with the Public Governance, Performance and Accountability Act 2013 (PGPA Act), Finance Law and Commonwealth Procurement Guidelines.
- Compliance with all relevant legislation and regulations including the NT Care and Protection of Children Act 2007.
- Ensure confidentiality is maintained at all times.
- Ensure the APS Values and Code of Conduct is adhered to at all times.
- Endorse and encourage `best practice' recordkeeping in accordance with Sport Integrity Australia’s Record Keeping Policy and Information Governance Framework.
- Cooperate with the employer and comply with all relevant legislation and Sport Integrity Australia's health and safety policies, procedures and instructions and Sport Integrity Australia’s ICT and Information Governance Framework.
- Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others**.**

Duties

Selection Criteria

The selection criteria of this role include/s:

- Demonstrated relevant experience and understanding of sport integrity initiatives, processes, including complaint/reporting mechanisms is desirable.
- Highly developed stakeholder engagement skills and demonstrated experience in developing and maintaining stakeholder relationships.
- Well-developed oral and written communication skills, including the ability to develop and deliver workshops and forums.
- Proven ability to work independently or under limited guidance and ability to manage competing priorities and to influence, drive change and achieve results.
- Proven strategic thinking and the ability to align strategy with operational activities, analysis and insights to enable positive outcomes.

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 Sport Integrity Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

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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 advertising agency.

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

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To Apply

Position Contact	Tamarah Knox, Tamarah.Knox@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Vacancy VN-0774052

Sport Integrity Australia

Closing Date:Sunday 15 November 2026

Sport Engagement Sport Partnerships

Job Title	State Integrity Manager - NT & NTSA - Affirmative Measure First Nations
Job Type	Full-Time, Non-Ongoing
Location	Darwin NT
Salary	$125,820 - $137,127
Future Merit Locations	Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	0120_1026
Agency Website	www.sportintegrity.gov.au

Job Description

https://www.sportintegrity.gov.au/about-us/employment

About the Northern Territory Department of People Sport and Culture and the Northern Territory Sports Academy

The Department of Sport, Recreation and Concessions (DSC) sits within the Northern Territory Government's Department of People, Sport and Culture and supports the development, governance and delivery of sport and recreation across the Northern Territory.

Within DSC, the Industry Development unit provides funding, advice, support and governance oversight to Northern Territory Peak Sporting Bodies (PSBs) and, where relevant, their member organisations. This includes supporting PSBs to meet funding and governance requirements and their obligations under the National Integrity Framework, including requirements associated with Sport Integrity Australia.

Also, within DSC, the Northern Territory Sports Academy (NTSA) provides athlete and pathway development support to Northern Territory athletes, coaches and officials through targeted funding, development programs and performance support services. The NTSA operates across a broad section of the athlete pathway, with development programs commencing from approximately 12 years of age and extending from community and emerging talent environments through to nationally identified and categorised athletes. This provides the NTSA with direct engagement with young athletes, coaches, families, clubs and PSBs well before athletes enter the formal national high-performance system.

As a member of Australia's National Institute Network (NIN), the NTSA also contributes to the objectives of Australia's national high-performance sport system. Its role is to support the development of Territory athletes and pathways in alignment with Australia's High Performance 2032+ Sport Strategy and the collective ambition to win well by achieving sustained international success while supporting positive athlete experiences and wellbeing.

Our Opportunity

The State Integrity Manager – NT/NTSA is a dual role that will engage with key state-based stakeholders, primarily Peak Sporting Bodies, state government agencies and sector bodies as well as staff, athletes and coaches in NTSA. The purpose of the role is to increase the awareness of Sport Integrity Australia's functions, support PSBs to implement national policies in the Northern Territory, increase their integrity capability and respond appropriately to integrity matters that arise. You will also serve the integrity manager function for NTSA working closely with Sport Integrity Australia to develop, educate and embed integrity related policies, procedures and practices into all levels of the organisation.

The key aspect of the State Integrity Manager – NT/NTSA role is the alignment between national and state level integrity initiatives, including but not limited to; increased collaboration and communication between Sport Integrity Australia, NTSA and PSBs.

The role will act as a conduit between all state and national bodies to enhance sport integrity as aligned with Sport Integrity Australia's Corporate Plan.

The role will play a key role in connecting and aligning the work of key partners including the NTSA, sport advocacy groups, state government agencies, State Minister's Office and any other key partners or agencies relevant to the priorities of Sport Integrity Australia. The role will represent the agency at relevant forums and will identify opportunities to meet with key stakeholders, deliver education and develop supporting resources.

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

- Lead stakeholder engagement with PSBs, government agencies and sector partners to strengthen sport integrity across the Northern Territory.
- Drive implementation of the National Integrity Framework, Sport Integrity Policy Standards and related integrity initiatives.
- Serve as the integrity lead for NTSA, developing and embedding effective integrity policies, practices including complaint management and education programs.
- Deliver advice, education and capability-building support to PSBs, and NTSA athletes, coaches and administrators.
- Facilitate collaboration and alignment between Sport Integrity Australia, NTSA and key state and national stakeholders.
- Represent Sport Integrity Australia, DSC and NTSA at forums, meetings and industry events.
- Provide leadership on emerging integrity issues and contribute to organisational priorities and culture.

The key accountabilities of the position include, but are not limited to:

- Compliance with the Public Governance, Performance and Accountability Act 2013 (PGPA Act), Finance Law and Commonwealth Procurement Guidelines.
- Compliance with all relevant legislation and regulations including the NT Care and Protection of Children Act 2007.
- Ensure confidentiality is maintained at all times.
- Ensure the APS Values and Code of Conduct is adhered to at all times.
- Endorse and encourage `best practice' recordkeeping in accordance with Sport Integrity Australia’s Record Keeping Policy and Information Governance Framework.
- Cooperate with the employer and comply with all relevant legislation and Sport Integrity Australia's health and safety policies, procedures and instructions and Sport Integrity Australia’s ICT and Information Governance Framework.
- Work and act safely and take all reasonable care to protect personal health and safety and the health and safety of others**.**

Duties

Selection Criteria

The selection criteria of this role include/s:

- Demonstrated relevant experience and understanding of sport integrity initiatives, processes, including complaint/reporting mechanisms is desirable.
- Highly developed stakeholder engagement skills and demonstrated experience in developing and maintaining stakeholder relationships.
- Well-developed oral and written communication skills, including the ability to develop and deliver workshops and forums.
- Proven ability to work independently or under limited guidance and ability to manage competing priorities and to influence, drive change and achieve results.
- Proven strategic thinking and the ability to align strategy with operational activities, analysis and insights to enable positive outcomes.

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 Sport Integrity Australia information/resources. This screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

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

Use of AI in Recruitment

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Applicants are encouraged to familiarise themselves with the Principles for us of AI in recruitment as well as the Principles for agency use of AI in recruitment which outline expectations for the responsible, ethical and transparent use of AI when applying for APS roles.

Notes

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

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

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To Apply

Position Contact	Tamarah Knox, Tamarah.Knox@sportintegrity.gov.au
Agency Recruitment Site	https://www.sportintegrity.gov.au/about-us/employment

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Agriculture, Water and the Environment

Vacancy VN-0773900

Department of Agriculture, Fisheries and Forestry

Closing Date:Friday 20 November 2026

Biosecurity Operations
Cargo Operations West and Maritime, Traveller Operations & Policy
Northwest Operations, Cargo Operations Inspections, Maritime Operations,
Military Operations, Travellers Operations

Job Title	Team Leader
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Darwin NT
Salary	$88,834 - $96,829
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	2026/3188
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

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

Northwest Operations delivers frontline biosecurity regulatory services across northern Australia's maritime and cargo pathways, protecting Australia from biosecurity threats while facilitating compliant trade through some of the nation's most remote and strategically significant ports.

Cargo Operations Inspections are responsible for the inspection of imported food, goods, vessels, aircraft, animals and animal genetic material and the assessment of documentation to confirm compliance with Australia's biosecurity and export market requirements. The team are also responsible for managing goods that do not comply with import/export requirements and capturing information to support evidence-based decisions.

Maritime Operations delivers regulatory assessment and inspection of arriving international vessels to ensure compliance with Australia's biosecurity requirements. This pathway works with policy teams within the department to influence and inform operational policy and deliver regulatory functions in accordance with legislative requirements.

Military Operations is responsible for conducting inspections and assessments related to the movement of military cargo, conveyances and personnel across both onshore and offshore environments. A significant portion of this work is carried out under the framework of Combined Military Activities, which often leads to increased operational demands at specific ports. The team is agile and responsive, with staff expected to deploy to locations beyond their home port as needed to support surges in activity.

Travellers Operations delivers regulatory screening and inspections of travellers and their goods at the border to verify compliance with Australia's biosecurity requirements. Travellers Operations works with policy and risk owners within the department to influence and inform operational policy and deliver regulatory functions in accordance with legislative requirements, national standards and a risk-based operating model. Please note that for Travellers Operations, the ability to perform shift work is a requirement when applying for this position(s).

Duties

This is where you play an important role.

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

The duties of the role may include some or all of the following:

- Lead and manage the day-to-day operations of a team working in a regulatory environment, including managing workloads, quality assurance activities and actively fostering employee engagement and development.
- Make decisions based on sound judgement in line with the application of legislation and regulations.
- Effectively communicate with, and respond to, internal and external stakeholders including government agencies and industry partners.
- Provide timely and accurate advice on highly complex matters to employees, stakeholders/clients and senior managers.
- Prioritise tasks, adapt to changing priorities and make effective use of resources to ensure service delivery standards are met.
- Maintain a well-developed and up to date knowledge of legislation, regulations and compliance frameworks.
- Some roles lead geographically dispersed teams

Note: We are recruiting for one Northwest Operations vacancy. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing and non-ongoing vacancies in the Division located in Darwin where the duties are of a similar nature. Not all sections have vacancies and the merit pool that is developed will be used to fill expected vacancies.

Eligibility

Who we are looking for

Our ideal candidate will have:

Knowledge and experience:

- Experience in leading, managing, mentoring and supporting staff in an operational and or regulatory environment.
- Computer literacy and experience in using electronic databases.

The successful candidate:

- Must hold and maintain a valid Australian motor vehicle drivers licence.

- Must have the ability to perform shift work is a requirement when applying for this position(s).
- Must meet the physical requirements of the role. Role involves a combination of outdoor and office-based work.
- May be required to perform occasional out-of-hours and weekend work.
- Must wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
- Must wear appropriate protective personal equipment clothing and comply with departmental Work Health & Safety policies and procedures.

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 advertising agency.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Elsa Hunter, 0403102557
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0774031

Department of Agriculture, Fisheries and Forestry

Closing Date:Wednesday 11 November 2026

Legal
Information, Litigation, Employment and Commercial Legal Information and Employment Law Team

Job Title	Senior Legal Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$129,106 - $158,114
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2026/3125
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

You will have the opportunity to provide legal advice and services while working closely with policymakers and operational staff on matters that directly affect all Australians across areas as diverse as biosecurity, agricultural production, trade, food, wine, fisheries and forestry. A job with Legal Division is a chance to meaningfully apply your legal skills to practical outcomes in an environment focused on your learning and development as a lawyer. The Legal Division's large and diverse practice means that lawyers will be able to gain experience in their specific interests across a wide range of areas of law, including:

• directly developing and progressing legislation, working closely with policymakers to put effective laws in place.

• providing employment law advice including on investigations, work health and safety and external review proceedings

• providing advice on privacy law and digital law issues including AI use cases

• developing and delivering legal training to staff in policy and operational decision-making roles

• advising on regulatory systems and operations to assist staff on the front lines with Australia's quarantine, trade, food safety and exports across diverse supply chains, at airports and in the community

• providing practical legal advice to assist investigation and enforcement of biosecurity and export laws to ensure Australia's trade and health are safeguarded, including by civil penalty litigation

• managing the department's litigation caseload and dispute resolution including working with external law firms and counsel to provide strategic advice to support the department's policy and operational activities

• advising on the department's range of commercial matters including advising on procurements and grants, ICT contracting, the Commonwealth resource management framework, intellectual property and property matters

• managing the department's legal issues arising from data management and information collection and management and freedom of information requests.

The Legal Division works together to support and develop lawyers to meet their career aspirations. You will be working with committed, engaged colleagues in a supportive and flexible environment and will progress interesting and meaningful work that is unique to the department and the Commonwealth.

Duties

This is where you play an important role.

Senior Legal Officers provide high quality legal services in an in-house environment, including legal research, analysis and problem solving. Our highly engaged internal clients are comprised of regulatory scientists and administrative, policy and compliance officers who are passionate about safeguarding and growing sustainable agriculture, fisheries and forestry for Australians. As a Senior Legal Officer, you will be responsible, with your Principal Legal Officer, for motivating, mentoring and supervising legal officers in your team to deliver on initiatives and goals whilst maintaining an inclusive, responsive and effective environment.

Please note that this recruitment process will **initially be used to fill one ongoing vacancy and that the role may be able to be performed from either of the locations listed on the Job Description**. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, **may be used to fill future ongoing and non-ongoing vacancies in the division** where the duties are of a similar nature, **noting that some vacancies are only available in Canberra.**

Eligibility

Who we are looking for

The successful applicants will be able to demonstrate the following:

• The ability to identify key legal issues and give accurate, practical legal advice clearly, concisely and in a way that meets client needs.

• Excellent communication skills and the ability to foster and build effective relationships as an in-house adviser in a collaborative environment.

• The capacity to deal appropriately with sensitive matters that may affect the department, the Public Service and/or the broader community.

• The capability to help lead and develop lawyers and to manage legal services efficiently and effectively.

• Significant previous experience of legal practice, with a minimum of 3 to 6 years of relevant postadmission experience.

Mandatory Qualifications

To be eligible for these positions you are required to hold a degree in law and be eligible to hold an ACT or VIC legal practising certificate.

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 advertising agency.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Ellen Joy, 02 6272 2204
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

Agriculture, Water and the Environment

Vacancy VN-0774087

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 12 November 2026

People, Property and Security
People Operations and Safety People Support

Job Title	Assistant Director - People Support
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Perth WA
Salary	$129,106 - $138,861
Future Merit Locations	Adelaide, Brisbane, Sydney, Canberra, Melbourne, Perth
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2026/3132
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the People, Property and Security Division and the departments' goal.

The People, Property and Security Division delivers strategic and operational workforce services that enable and enhance organisational capability. The division provides stewardship, support and services across integrity; conduct; property; fraud and corruption; security; people support; rehabilitation management; recruitment; learning and development; inclusion and diversity; workforce planning and analytics; workplace relations; culture and health, safety and wellbeing.

Our People Operations and Safety Branch are the front line of human resources (HR) for the department. We deliver timely and accurate responses to various client groups and support our people nationally with a strong focus on customer service and building trusting relationships with

employees and business areas. We offer general and specialist HR advice and case management services for issues related to workplace relations, performance, probation, attendance, flexible work, behaviour, work health and safety and workplace rehabilitation.

Duties

This is where you play an important role.

As part of the People Support Section, you will be at the forefront of our HR efforts, providing essential support and building trusted relationships nationwide. You will provide HR advice and specialised case management for performance, probation, attendance, behaviour, flexible work and general advice, enabling our department's success. As the Assistant Director - People Support you'll lead a small team of HR Advisors, offering specialised HR advice within an APS context, ideally with expertise in performance and attendance management. You will work independently under the broad direction of the Director - People Support, exercising leadership, strategic thinking and hands-on HR support in a rewarding role. You will also be responsible for a specified portfolio of work, which may include (but is not limited to): Performance and Probation, Capability Uplift, Service Now Allocations, HR Operating Systems, Reporting, Governance and Administration.

Key duties for these positions include, but are not limited to:

• leading and managing a team (locally and/or geographically dispersed) to provide comprehensive HR support, including conditions of employment

• overseeing the resolution of complex/high-risk matters and case management issues related to performance, probation, attendance, flexible work and behaviour

• preparing complex and sensitive correspondence, briefs and documentation promptly for senior executives and courts/arbitrators

• communicating with influence to provide accurate specialist advice and assistance to staff

• making and communicating decisions with good judgment, expertise and knowledge

• collaborating closely with internal and external stakeholders to ensure effective partnerships and outcomes

• building workforce capability by developing internal talent, fostering growth opportunities and strengthening team performance

• managing HR-related portfolios by ensuring priorities and deliverables are met while identifying opportunities for continuous improvement.

Please note that this recruitment process will **initially be used to fill two vacancies with one vacancy available in both Canberra and Sydney** – the Sydney vacancy will focus on servicing the Western Sydney International Airport. The merit pool established through this selection

process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, **may be used to fill future vacancies in the division, where the duties are of a similar nature, in any of the locations listed on the Job Description.**

Eligibility

Who we are looking for

Knowledge and experience

The successful applicants will have:

• proven experience leading a team and managing complex and sensitive HR matters

• demonstrated experience working in a fast-paced role within a government setting

• proven experience leading innovation and business improvement strategies

• an in-depth knowledge of the application of the employment framework and relevant legislation including the *Public Service Act 1999, Fair Work Act 2009* and *Privacy Act 1988.*

Eligibility and other Requirements

The successful applicants must hold and maintain a valid Australian motor vehicle drivers licence.

Notes

Flexible working arrangements

The department supports flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

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

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Jessica Kliger, 0466 614 364
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0774088

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 12 November 2026

People, Property and Security
People Operations and Safety People Support

Job Title	Senior HR Advisor
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Sydney NSW, Adelaide SA, Canberra ACT, Perth WA
Salary	$99,734 - $112,044
Future Merit Locations	Melbourne, Brisbane, Sydney, Adelaide, Canberra, Perth
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2026/3136
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the People, Property and Security Division and the departments' goal.

The People, Property and Security Division delivers strategic and operational workforce services that enable and enhance organisational capability. The division provides stewardship, support and services across integrity; conduct; property; fraud and corruption; security; people support; rehabilitation management; recruitment; learning and development; inclusion and diversity; workforce planning and analytics; workplace relations; culture and health, safety and wellbeing.

Our People Operations and Safety Branch are the front line of human resources (HR) for the department. We deliver timely and accurate responses to various client groups and support our people nationally with a strong focus on customer service and building trusting relationships with employees and business areas. We offer general and specialist HR advice and case management services for issues related to workplace relations, performance, probation, attendance, flexible work, behaviour, work health and safety and workplace rehabilitation.

Duties

This is where you play an important role.

As part of the People Support Section, you will be at the forefront of our HR efforts, providing essential support and building trusted relationships nationwide. As the Senior HR Advisor - People Support, you will offer specialised HR advice and support services to departmental employees and managers on complex people management matters within an APS context. You will have the ability to interpret the employment framework, including governing legislation, the department’s enterprise agreement and policies, and apply the framework to the operating environment to enable practical outcomes. You will work independently and as part of a team to provide support and guidance under the general direction of the Assistant Director - People Support, exercising leadership and strategic thinking in a rewarding role.

Key duties for these positions include, but are not limited to:

• leading and managing end-to-end case management processes related to performance, attendance and behavioural matters

• providing strategic and operational advice to leaders on employee relations issues, ensuring alignment with policies, procedures and best practice

• partnering with stakeholders to identify trends, risks and opportunities for proactive interventions

• supporting the development and delivery of training and capability-building initiatives to strengthen leadership and employee engagement

• maintaining accurate documentation and contributing to the continuous improvement of HR practices and frameworks

• delivering on-site support to critical operational teams that safeguard Australia’s biosecurity and national interests.

Please note that this recruitment process will **initially be used to fill two vacancies with one vacancy available in both Sydney and Brisbane**. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, **may be used to fill future vacancies in the division, where the duties are of a similar nature, in any of the locations listed on the Job Description.**

Eligibility

Who we are looking for

Knowledge and experience

The successful applicants will be able to demonstrate:

• proven experience in HR advisory or employee relations, with a strong understanding of case management principles

• experience exercising initiative and judgment under limited direction

• proven experience developing and maintaining strong relationships with internal and external stakeholders

• proven experience providing high level strategic and operational advice and managing complex and sensitive matters.

Eligibility and other Requirements

The successful applicants must hold and maintain a valid Australian motor vehicle drivers licence.

Notes

Flexible working arrangements

The department supports flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

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

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Kurt Mansell-Lim, 0435 385 554
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0773825

Attorney-General's Department

Closing Date:Sunday 08 November 2026

Various
Various

Job Title	Program & Administration Officer, Justice & Communities / Integrity & Security Group
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$80,153 - $87,028
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 4
Position Number	0310/26_AGD-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description https://agcareers.nga.net.au/?jati=B749C7AD-C726-8646-CC86-ED65B62F572D

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

Duties

Employment Opportunity

The **Justice and Communities Group** of the Attorney-General's Department administers programs that strengthen Australia's justice system, protect rights and support community outcomes. The group works with individuals, community organisations, legal stakeholders and other government agencies to deliver services and initiatives that have a direct impact on the Australian community.

The **Integrity and Security Group** supports Australia's national security, protective security, integrity and regulatory frameworks. The group works closely with government agencies, industry and the community to deliver programs, administer legislation and support initiatives that protect Australia's national interests and security.

This recruitment process will establish a merit pool for current and future vacancies in the Justice and Communities Group and Integrity and Security Group, including roles supporting the administration of the Marriage Celebrants Program, legal assistance programs and the internal cooperation unit.

Successful candidates will undertake a range of duties, which may include:

- processing applications, grants management, casework support, procurement, financial management activities, travel booking, program reporting and other program or administrative activities in accordance with legislation, policies and procedures
- providing information and support to stakeholders, including members of the public, government agencies and external organisations
- maintaining accurate records, preparing correspondence and supporting the delivery of programs, regulatory functions or operational activities
- identifying issues, applying sound judgement and contributing to effective and timely outcomes.

How you can help us make a difference

We seek people who are proactive, adaptable and professional, who are accountable for their work, build positive relationships, communicate with influence and empathy, and contribute to high-quality outcomes in a collaborative team environment.

Our ideal candidate will:

- deliver quality outcomes through strong attention to detail and consistent application of legislative, policy and procedural requirements
- manage their workload effectively, prioritising tasks, adapting to changing priorities and meeting deadlines in a dynamic environment
- communicate clearly and professionally, in writing and verbally, with colleagues, stakeholders and members of the public
- exercise sound judgement, identify practical solutions and escalate issues appropriately when required while working within established legislative and procedural frameworks
- use technology and business systems effectively to support program and administrative outcomes.

Experience in program administration and delivery, grants management, procurement and financial management will be highly regarded.

Eligibility

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

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

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

Notes

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

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

The department is committed to creating a diverse and inclusive working environment. We actively support and encourage people of all backgrounds; gender, age, ethnicity, race, cultural background, disability, religion and sexual orientation to apply and aim to ensure that the recruitment and employee experience is as accessible and inclusive as possible.

Aboriginal and Torres Strait Islander people can contact us to discuss options for working from Country.

First Nations people can contact us to discuss options for working from Country.

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

About the Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services. The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Susanna Nickolas, (02) 6141 6590
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=B749C7AD-C726-8646-CC86-ED65B6

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Attorney-General’s

Vacancy VN-0773827

Attorney-General's Department

Closing Date:Sunday 08 November 2026

Various
Various

Job Title	Program & Administration Officer, Justice & Communities / Integrity & Security Group (Affirmative Measures - Disability)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$80,183 - $87,028
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 4
Position Number	0311/26_AGD-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

https://agcareers.nga.net.au/?jati=95DC1B2C-1688-89B8-2C86-ED65B63B3F45

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

Duties

Employment Opportunity

The **Justice and Communities Group** of the Attorney-General's Department administers programs that strengthen Australia's justice system, protect rights and support community outcomes. The group works with individuals, community organisations, legal stakeholders and other government agencies to deliver services and initiatives that have a direct impact on the Australian community.

The **Integrity and Security Group** supports Australia's national security, protective security, integrity and regulatory frameworks. The group works closely with government agencies, industry and the community to deliver programs, administer legislation and support initiatives that protect Australia's national interests and security.

This recruitment process will establish a merit pool for current and future vacancies in the Justice and Communities Group and Integrity and Security Group, including roles supporting the administration of the Marriage Celebrants Program, legal assistance programs and the internal cooperation unit.

Successful candidates will undertake a range of duties, which may include:

- processing applications, grants management, casework support, procurement, financial management activities, travel booking, program reporting and other program or administrative activities in accordance with legislation, policies and procedures
- providing information and support to stakeholders, including members of the public, government agencies and external organisations
- maintaining accurate records, preparing correspondence and supporting the delivery of programs, regulatory functions or operational activities
- identifying issues, applying sound judgement and contributing to effective and timely outcomes.

How you can help us make a difference

We seek people who are proactive, adaptable and professional, who are accountable for their work, build positive relationships, communicate with influence and empathy, and contribute to high-quality outcomes in a collaborative team environment.

Our ideal candidate will:

- deliver quality outcomes through strong attention to detail and consistent application of legislative, policy and procedural requirements
- manage their workload effectively, prioritising tasks, adapting to changing priorities and meeting deadlines in a dynamic environment
- communicate clearly and professionally, in writing and verbally, with colleagues, stakeholders and members of the public
- exercise sound judgement, identify practical solutions and escalate issues appropriately when required while working within established legislative and procedural frameworks
- use technology and business systems effectively to support program and administrative outcomes.

Experience in program administration and delivery, grants management, procurement and financial management will be highly regarded.

Eligibility

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

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

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

This affirmative measure process is open only to persons who have a disability, or a particular type of disability. The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the *Australian Public Service Commissioner's Direction 2022*.

To be eligible for employment under the disability affirmative measure, applicants must provide evidence which confirms they are a person with disability.

Suitable evidence of a disability may include:

- a certificate or letter from a registered medical practitioner
- a letter from a Disability Employment Service or Workforce Australia provider
- a letter from a secondary or tertiary institution disability services unit in relation to a recent student or
- details of a current approved NDIS plan.

If these documents are not available, the department may consider accepting a statutory declaration.

Note: The need to provide evidence you are a person with disability is not required as part of the application process.

Notes

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

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

The department is committed to creating a diverse and inclusive working environment. We actively support and encourage people of all backgrounds; gender, age, ethnicity, race, cultural background, disability, religion and sexual orientation to apply and aim to ensure that the recruitment and employee experience is as accessible and inclusive as possible.

Aboriginal and Torres Strait Islander people can contact us to discuss options for working from Country.

First Nations people can contact us to discuss options for working from Country.

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 advertising agency.

About the Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services. The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Susanna Nickolas, (02) 6141 6590
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=95DC1B2C-1688-89B8-2C86-ED65B6

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Attorney-General’s

Vacancy VN-0773828

Attorney-General's Department

Closing Date:Sunday 08 November 2026

Various
Various

Job Title	Program & Administration Officer, Justice & Communities / Integrity & Security Group (Affirmative Measures - Aboriginal and Torres Strait Islander)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$80,153 - $87,028
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 4
Position Number	0312/26_AGD-EXT
Agency Website	https://www.ag.gov.au/Pages/default.aspx

Job Description

https://agcareers.nga.net.au/?jati=5C5A80B0-4607-E3C7-8DA6-ED65B645EFE9

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

Duties

Employment Opportunity

The **Justice and Communities Group** of the Attorney-General's Department administers programs that strengthen Australia's justice system, protect rights and support community outcomes. The group works with individuals, community organisations, legal stakeholders and other government agencies to deliver services and initiatives that have a direct impact on the Australian community.

The **Integrity and Security Group** supports Australia's national security, protective security, integrity and regulatory frameworks. The group works closely with government agencies, industry and the community to deliver programs, administer legislation and support initiatives that protect Australia's national interests and security.

This recruitment process will establish a merit pool for current and future vacancies in the Justice and Communities Group and Integrity and Security Group, including roles supporting the administration of the Marriage Celebrants Program, legal assistance programs and the internal cooperation unit.

Successful candidates will undertake a range of duties, which may include:

- processing applications, grants management, casework support, procurement, financial management activities, travel booking, program reporting and other program or administrative activities in accordance with legislation, policies and procedures
- providing information and support to stakeholders, including members of the public, government agencies and external organisations
- maintaining accurate records, preparing correspondence and supporting the delivery of programs, regulatory functions or operational activities
- identifying issues, applying sound judgement and contributing to effective and timely outcomes.

How you can help us make a difference

We seek people who are proactive, adaptable and professional, who are accountable for their work, build positive relationships, communicate with influence and empathy, and contribute to high-quality outcomes in a collaborative team environment.

Our ideal candidate will:

- deliver quality outcomes through strong attention to detail and consistent application of legislative, policy and procedural requirements
- manage their workload effectively, prioritising tasks, adapting to changing priorities and meeting deadlines in a dynamic environment
- communicate clearly and professionally, in writing and verbally, with colleagues, stakeholders and members of the public
- exercise sound judgement, identify practical solutions and escalate issues appropriately when required while working within established legislative and procedural frameworks
- use technology and business systems effectively to support program and administrative outcomes.

Experience in program administration and delivery, grants management, procurement and financial management will be highly regarded.

Eligibility

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

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

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

This affirmative measure process is open only to Aboriginal persons and/or Torres Strait Islander persons who meet the criteria below. The filling of this vacancy is intended to constitute an affirmative measure under Section 31 of the *Australian Public Service Commissioner's Directions 2022*.

To be eligible to apply for this role, you must:

- be an Aboriginal person and/or Torres Strait Islander person; and
- identify as an Aboriginal person and/or Torres Strait Islander person; and
- be accepted by community as being an Aboriginal person and/or Torres Strait Islander person.

To demonstrate eligibility, applicants are required to provide evidence that they are an Aboriginal person and/or Torres Strait Islander person.

Suitable evidence of Aboriginal and/or Torres Strait Islander heritage may include:

- a letter signed by the Chairperson of an incorporated Indigenous organisation confirming that the applicant is recognised as an Aboriginal person and/or Torres Strait Islander person, or
- a confirmation of Aboriginal and/or Torres Strait Islander descent document executed by an Indigenous organisation.

Note: The need to provide confirmation of Aboriginal or Torres Strait Islander heritage is not required as part of the application process.

Notes

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

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

The department is committed to creating a diverse and inclusive working environment. We actively support and encourage people of all backgrounds; gender, age, ethnicity, race, cultural background, disability, religion and sexual orientation to apply and aim to ensure that the recruitment and employee experience is as accessible and inclusive as possible.

Aboriginal and Torres Strait Islander people can contact us to discuss options for working from Country.

First Nations people can contact us to discuss options for working from Country.

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 advertising agency.

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

About the Attorney-General's Department

The Attorney-General's Department delivers programs and policies to maintain and improve Australia's law and justice framework, and to facilitate jobs growth through policies that promote fair, productive, flexible and safe workplaces. Through the Australian Government Solicitor, we also provide legal services to the Commonwealth, including legal advice and representation. Our department is the central policy and coordinating element of the Attorney-General's portfolio. Our department is structured into four groups: • Australian Government Solicitor • Justice and Communities • Integrity and Security • Enabling Services. The department operates in a diverse and complex environment to address challenging issues. We have a highly-skilled and engaged workforce involved in policy development and implementation and program administration. The department also has a large number of practicing lawyers, mainly within the Australian Government Solicitor Group within the department.

To Apply

Position Contact	Susanna Nickolas, (02) 6141 6590
Agency Recruitment Site	https://agcareers.nga.net.au/?jati=5C5A80B0-4607-E3C7-8DA6-ED65B6

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Attorney-General's

Vacancy VN-0773878

Australian Human Rights Commission

Closing Date:Thursday 05 November 2026

Legal
Legal Legal

Job Title	Legal Director
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - ACT ACT, Various locations - WA WA, Various locations - SA SA, Various locations - NT NT, Various locations - TAS TAS
Salary	$144,073 - $169,322
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/Remote
Classification	Executive Level 2
Position Number	1430
Agency Website	

Job Description

https://ahrc.recruitmentplatform.com/details.html?jobId=425&jobTitle=Legal%20Director

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

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

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

The Legal Division is a small, dynamic team that provides the services of in-house counsel to the Commission. Our lawyers give high level legal advice on a range of issues including human rights and anti-discrimination law, governance and compliance issues and commercial issues such as contracts and tender processes. We also represent the Commission in external litigation, including as intervener in human rights and unlawful discrimination proceedings.

We are looking for an experienced Legal Director to Join our team. The role provides support to the General Counsel in managing the work of the Legal team and has responsibilities across all areas of the team’s work. The Legal Director directly manages the delivery of key streams of work in the Legal team including privacy advice and inquiries and reports into alleged breaches of human rights and discrimination in employment under the Australian Human Rights Commission Act 1986 (Cth) (AHRC Act).

This full-time, ongoing position offers a competitive salary range of $ $144,073 - $169,322 per annum plus 15.4% superannuation.

We offer flexible, hybrid and remote work options.

Duties

What You’ll Do:

- Under the direction of the General Counsel, assist in the management of the Legal team which provides legal advice to the Commission, ensures compliance with regulatory requirements, carries out statutory functions and conducts litigation.
- Supervise the work of members of the Legal team to ensure quality, accuracy and compliance with professional standards.
- Conduct legal research and prepare high level legal and related policy advice on matters including human rights, privacy and federal discrimination law.
- Represent the Commission at meetings, seminars and in court as required.
- Work effectively with other sections within the Commission and liaise with persons having contact with the Commission.
- Maintain office standards for timeliness, confidentiality and matter management.
- Manage the delivery of statutory and regulatory work by legal officers including privacy advice and AHRC Act inquiries and reports.

Eligibility

What We’re Looking For:

- Excellent leadership skills and the ability to assist in the leadership of a high performing and engaged team of legal professionals that contribute to achieving the Commission’s strategic goals.
- Demonstrated capacity to exercise sound judgment and creative problem solving in a complex, sensitive and dynamic environment.
- Expert knowledge of Australian legislation relating to anti-discrimination and human rights issues, and of international covenants and instruments dealing with human rights.
- High level knowledge of or relevant experience with the federal government accountability framework (such as the Public Governance, Performance and Accountability Act 2013 (Cth) and privacy laws) and other relevant legal obligations, will be considered highly desirable.
- Demonstrated ability to conduct legal research and provide accurate, high level legal and policy advice in a timely and efficient manner.
- Demonstrated ability to work efficiently and effectively within, and contribute creatively to, a small team, as well as with other sections of the Commission.
- Very good interpersonal skills and the ability to contribute to team building and maintaining positive relationships, as part of a team.
- Exceptional communication skills with the ability to engage and negotiate successfully with a wide range of stakeholders to ensure the successful delivery of the Commission’s functions and strategic priorities.
- Minimum of 6 years post admission experience.
- Admission as a legal practitioner of the Hugh Court of Australia or the Supreme Court of an Australian State or Territory.
- Hold or be eligible to hold an unrestricted practicing certificate.

Notes

Why Join Us?

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

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

Applications close: 5pm AEDT 05 November 2026

Notes

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

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS). An Agency Head may waive the requirement for citizenship prior to engaging an individual where it is appropriate to do so.

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

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

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

How to Apply

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

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

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

For more Information

Information about the role and Commission practices may be sought from Graeme Edgerton via email graeme.edgerton@humanrights.gov.au.

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

About the Australian Human Rights Commission

To Apply

Position Contact	Graeme Edgerton, graeme.edgerton@humanrights.gov.au.
Agency Recruitment Site	https://ahrc.recruitmentplatform.com/details.html?jobId=425&jobTitle=Leg

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Attorney-General's

Vacancy VN-0774006

Australian Human Rights Commission

Closing Date:Tuesday 10 November 2026

Projects & Partnerships
Workplace and Community Education Workplace and Community Education

Job Title	Director, Human Rights Education and Partnership
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Various locations - SA SA, Sydney NSW, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - ACT ACT, Various locations - WA WA, Various locations - TAS TAS, Various locations - NT NT
Salary	$144,073 - $169,322
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, Remote
Classification	Executive Level 2
Position Number	1451
Agency Website	

Job Description

https://ahrc.recruitmentplatform.com/details.html?jobId=426&jobTitle=Director%2C%20Human%20Rights%20Educ

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

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

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

The Workplace and Community Education (WCE) team is leading a new all of Commission Human Rights Education strategy and seeking to grow its education portfolio and offerings. The Workplace and Community Engagement team leads design and delivery of workshops, training and school engagement for delivering human rights education. This includes free and paid offerings across e-learning, workshops, training and other employer engagement. The team

provides support across policy teams in the design and delivery of education products and projects.

We are looking for a strategic leader to join us and lead the Commission's Human Rights Education Strategy and Workplace Engagement priorities. This is an opportunity support the Commission in growing income and impact through the new Education strategy.

The role leads the Workplace and Community Engagement Team and will provide support to development of the Commission's partnership practice as a key tool for delivering the education strategy. It would suit an entrepreneurial and creative individual who is experienced in delivering social impact while growing income.

This full-time non ongoing position is initially offered for 2 years with the potential to become ongoing. It offers a competitive salary range of $144,073 - $169,322per annum plus 15.4% superannuation.

We offer flexible, hybrid and remote work options.

Duties

What You'll Do:

- Lead and manage the Workplace Community Engagement (WCE) team.
- Hold day to day accountability for leading the new Education strategy including business development objectives, in collaboration with the Senior Director.
- Lead the WCE team in aligning workplans and priorities under the Education Strategy with a focus on ensuring sustainable resourcing.
- Provide management support and development to members of the team in embedding the new strategy and approaches.
- Ensure a systems approach is embedded across education initiatives in line with the Education Strategy and Theory of Change.
- Oversee operational delivery of new ways of working and workstreams in the Education strategy.
- Oversight and accountability for team budgets, reporting and deliverables, ensuring resource allocation for timely, transparent and accountable delivery in line with partner priorities and Commission policies.
- Provide strategic advice to the President, Chief Executive and senior executives in relation to education strategy outcomes, including through governance committees of the Commission.
- Build a strategic approach to partnership management and impact measurement across the Commission.
- Work in partnership with the Senior Director to identify and develop further partnerships relevant to the objectives of the Education strategy and the Commission's workplace engagement.

Eligibility

What We’re Looking For:

- Demonstrated understanding of the evidence based on effective approaches to building support for human rights through education and engagement.
- Demonstrated business development skills and client focused mindset in an environment balancing impact and income.
- High level, advanced strategic partnership development skills.
- High level, advanced understanding of human rights based approach to inclusion and diversity.
- Ideally relevant tertiary qualifications in a relevant field including business and marketing, business and human rights, human rights education, and workforce development.
- Ability to lead a high performing and engaged team through the development of team goals, strategies and work plans.
- Highly developed relationship management, interpersonal and communication skills, with a strong focus on collaboration and stakeholder engagement.

Notes

Why Join Us?

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

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

Applications close: 5pm AEDT 10 November 2026

Notes

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

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS). An Agency Head may waive the requirement for citizenship prior to engaging an individual where it is appropriate to do so.

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

Please note that this position may be filled on either an ongoing or non-ongoing basis. If an offer of non-ongoing employment is made, the successful applicant would be employed for an initial period of up to 2 years. The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may be used to fill future ongoing and non-ongoing vacancies in the Commission where the duties are of a similar nature.

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

How to Apply

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

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

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

For more Information

Information about the role and Commission practices may be sought from Suzi Chinnery

via email suzi.chinnery@humanrights.gov.au.

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

About the Australian Human Rights Commission

To Apply

Position Contact	Suzi Chinnery, suzi.chinnery@humanrights.gov.au
Agency Recruitment Site	https://ahrc.recruitmentplatform.com/details.html?jobId=426&jobTitle=Dire

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Attorney-General's

Vacancy VN-0774072

Australian Human Rights Commission

Closing Date:Wednesday 11 November 2026

Policy
DRT DRT

Job Title	Executive Support Officer to the Disability Discrimination Commissioner
Job Type	Casual, Non-Ongoing
Location	Various locations - NSW NSW, Various locations - VIC VIC, Sydney NSW, Various locations - QLD QLD, Various locations - ACT ACT, Various locations - WA WA, Various locations - SA SA, Various locations - TAS TAS, Various locations - NT NT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid, Remote
Classification	Executive Level 1
Position Number	1450
Agency Website	

Job Description https://ahrc.recruitmentplatform.com/details.html?jobId=427&jobTitle=Executive%20%20Support%20Officer%20%

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

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

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

The Disability Discrimination Commissioner is a statutory role that leads the Australian Human Rights Commission's disability policy work. This includes driving the implementation of the United Nations Convention on the Rights of Persons with Disabilities (CRPD) and monitoring and advising on the operation of the Disability Discrimination Act 1992 (Cth).

We are looking for a passionate individual to provide executive support as a reasonable adjustment to the Disability Discrimination Commissioner. You will work on casual basis as the work schedule will be intermittent and irregular, according to the Commissioner's schedule and demands. As such, responsiveness and flexibility in availability will be required.

This casual role offers a competitive salary.

Duties

What You'll Do:

- Provide advice, planning and coordination to assist on progressing key policy issues and drive action on priority areas for leadership by the Disability Discrimination Commissioner.
- Contribute to research and preparation of materials supporting the Disability Discrimination Commissioner in performing her mandate.
- Assist with drafting of materials, including but not limited to speaking engagements and correspondence, for the Disability Discrimination Commissioner.

Eligibility

What We're Looking For:

- A bachelor's degree in law, social sciences or other relevant field.

- Demonstrated knowledge and understanding of human rights and disability rights frameworks, at the international and domestic levels.
- Demonstrated proficiency in conducting and analysing research, providing complex policy advice with the ability to meet tight deadlines without compromising quality.
- Ability to understand and anticipate the Commissioner’s information and note taking requirements during different fora i.e. meetings, Roundtables, enquires.
- Ability to support the Commissioner by responding to disability related needs.
- Strong communication skills and demonstrated ability to write and review written work.
- Flexibility in working with an intermittent and irregular schedule, and ability to be responsive and available according to the Commissioner’s schedule.
- Ability to travel domestically and internationally, as required.

Notes

Why Join Us?

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

Applications close: 5pm AEDT 11 November 2026

Notes

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

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS). An Agency Head may waive the requirement for citizenship prior to engaging an individual where it is appropriate to do so.

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

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

How to Apply

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

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

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

For more Information

Information about the role and Commission practices may be sought from Sophia Rinaldis, Director, Disability Rights via email sophia.rinaldis@humanrights.gov.au.

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

About the Australian Human Rights Commission

To Apply

Position Contact	Sophia Rinaldis, sophia.rinaldis@humanrights.gov.au
Agency Recruitment Site	https://ahrc.recruitmentplatform.com/details.html?jobId=427&jobTitle=Exe

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

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Attorney-General's

Vacancy VN-0774011

Federal Court of Australia

Closing Date:Thursday 12 November 2026

Corporate Services
Strategic Program Office

Job Title	Business Analyst
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements may be considered in line with operational requirements.
Classification	APS Level 6
Position Number	0775-10-26
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

https://fcajobs.nga.net.au/?jati=B90AF463-5842-7D59-E6E4-ED671E106020

Position Overview

The Recording & Transcription Program is a Court-led transformation initiative modernising recording and transcription services across the Courts through improved technology, service delivery, operating arrangements and governance.

Reporting to the Senior Program Manager, the Business Analyst provides dedicated business analysis capability for the Transcript Ordering and Payment System (TOPS). The role supports the TOPS delivery lifecycle from discovery and service design through requirements definition, procurement, detailed design, build, testing, operational readiness and transition.

The Business Analyst is responsible for developing and maintaining detailed business requirements, business rules, process evidence and requirements traceability for TOPS. The role translates validated user, operational and policy needs into clear, prioritised and testable requirements and acceptance criteria.

The role analyses the end-to-end transcript service across request and ordering, workflow, allocation, status, access, fulfilment, pricing presentation, payments, reporting and integration, including the identity, security, privacy, records, confidentiality and audit controls that affect these processes.

The Business Analyst works collaboratively with the Digital Product Owner, Service Designer, Solution and Integration Architect, operational subject-matter experts, Digital Practice, CourtPath and case-management representatives, Finance, Procurement, security, privacy and information-management specialists and prospective delivery partners.

A key aspect of the role is maintaining requirements for both charging-enabled and charging-disabled operating scenarios. The Business Analyst translates approved Charging Framework settings and controlled assumptions into TOPS requirements while allowing core ordering, access and workflow capabilities to progress independently of final charging activation.

Duties

- Plan and undertake structured discovery and requirements elicitation with users, operational subject-matter experts and technical stakeholders, drawing on existing processes and systems, service-design evidence, business rules and approved program decisions.
- Analyse and document current-state and target-state processes across transcript and recording requests, ordering, workflow, allocation, access, fulfilment, payments, reconciliation, exceptions, refunds, enquiries and support, including roles, hand-offs, controls and service levels.
- Translate validated user, business, operational and policy needs into structured, prioritised and testable functional and non-functional requirements, user stories, use cases, process maps, business rules and acceptance criteria, including requirements for roles, permissions, data, workflow, notifications, confidentiality, audit, security, privacy, records, reporting and integration.
- Maintain end-to-end requirements traceability and control, linking needs to requirements, business rules, design decisions, procurement specifications, solution responses, acceptance criteria and test evidence, while documenting assumptions, dependencies, constraints, gaps and impacts requiring product, policy, architecture or governance decisions.
- Support minimum viable product definition and prioritisation, and analyse charging-enabled and charging-disabled operating scenarios, translating approved Charging Framework inputs into TOPS requirements for segmentation, pricing, fees, exemptions, waivers, payments, refunds, reconciliation and reporting.

- Collaborate with the Service Designer, Solution and Integration Architect, technical teams and operational stakeholders to ensure requirements reflect validated user journeys, service blueprints, prototypes, accessibility needs, operational requirements and agreed data, interface, identity, access and integration designs.
- Develop supplier-neutral, procurement-ready requirements and support supplier evaluation, demonstrations, due diligence, clarification and mobilisation by assessing proposed solutions and design changes against approved requirements, business rules, acceptance criteria, risks and constraints.
- Develop business acceptance and test scenarios; support functional, workflow, business-rule, integration and user acceptance testing; manage requirements clarification and defect assessment; and contribute to operational readiness, procedures, training, data preparation, cutover and transition, providing concise analysis, options, impacts and recommendations to project and governance leads.

Eligibility

Selection Criteria

1. **Business analysis and requirements management:** Demonstrated experience delivering end-to-end business analysis for at least one complex digital service, portal, workflow or transactional system. Evidence must show how requirements were elicited, analysed, prioritised and baselined; how acceptance criteria were defined; and how traceability was maintained from an identified business or user need through to an approved, tested or implemented outcome.
2. **Process and business-rule analysis:** Demonstrated ability to analyse and document current-state and target-state processes for a complex customer or operational service. Evidence must include process or workflow artefacts that identify roles, hand-offs, decision points, exceptions and controls, and an example of how the analysis resulted in an approved business rule, process improvement or solution requirement.
3. **Digital, data, integration and transcription analysis:** Demonstrated experience defining functional and non-functional requirements for a digital solution involving data, interfaces, identity and access, workflow, reporting, payments, security or system integration. Experience should include AI-enabled, speech-to-text or human transcription services, covering transcript quality, human review, privacy, security or records management. Evidence must show how business needs were translated into testable requirements, validated with technical specialists and incorporated into an approved design or delivery backlog.
4. **Procurement and solution evaluation:** Demonstrated experience converting approved business needs into supplier-neutral, procurement-ready requirements and measurable acceptance criteria. Evidence must include contribution to at least one procurement, market evaluation or supplier-selection activity and explain how proposed solutions were assessed against mandatory requirements, risks, assumptions and documented evaluation criteria.
5. **Testing, traceability and implementation readiness:** Demonstrated ability to derive acceptance and test scenarios from requirements and business rules and support system, integration or user acceptance testing. Evidence must show requirements-to-test traceability, management of clarifications or defects, and a tested, accepted or implemented outcome that contributed to operational readiness or transition.
6. **Stakeholder engagement and analysis in a changing delivery environment:** Demonstrated experience facilitating requirements workshops or decision sessions involving business, operational and technical stakeholders while managing assumptions, dependencies and unresolved decisions. Evidence must include an example where competing views, ambiguity, a material change or an emerging issue was analysed; options and a recommendation were presented; a decision or agreed action was reached; and requirements or traceability records were updated accordingly.

Desirable qualifications

1. Experience with online ordering, payment gateways, customer portals, workflow, case-management, fulfilment, or AI-assisted, speech-to-text or human transcription services.
2. Experience analysing services involving identity and access, restricted or confidential information, secure distribution, auditable workflows or financial transactions.
3. Experience supporting digital procurement and supplier evaluation.
4. Experience working across the delivery lifecycle from discovery and requirements through detailed design, build, testing and implementation.
5. Experience in government, courts, legal services or another regulated service environment.
6. Familiarity with Agile delivery, BPMN, requirements traceability, Microsoft 365 and requirements or test-management tools.

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 one-page response outlining your suitability for this position having regards to the selection criteria and duties of the position which are described 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

The Federal Court of 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.

The Federal Court of 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.

Artificial Intelligence (AI) in recruitment

Candidates may use AI tools to assist with their participation in this recruitment process unless otherwise advised. Where AI tools are used, candidates are responsible for ensuring that all information submitted is transparent, accurate, and genuinely reflects their own skills, capabilities, and experience.

For more information, see: Principles for candidate use of AI in Recruitment

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising 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	Kurian George, 03 8638 9487
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=B90AF463-5842-7D59-E6E4-ED671E106

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

Attorney-General's

Vacancy VN-0774018

Federal Court of Australia

Closing Date:Thursday 12 November 2026

Federal Court of Australia
Corporate Services Strategic Program Office

Job Title	Project Manager
Job Type	Full-Time, Non-Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be considered in line with operational requirements
Classification	Executive Level 1
Position Number	0776-10-26
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

https://fcajobs.nga.net.au/?jati=03443EC8-42BF-2E25-E82F-ED671E06259E

The Recording & Transcription Program is a Court-led transformation initiative modernising recording and transcription services across the Courts through improved technology, service delivery, operating arrangements and governance.

We are seeking to fill two EL1, Project Manager positions within the Strategic Program Office:

- **Project Manager – Transcript Ordering and Payment System**
- **Project Manager – AI and Human Transcription Approaches**

Reporting to the Senior Program Manager, both roles are responsible for delivering significant initiatives that support the future of the Courts' recording and transcription services.

Position Overview: Project Manager – Transcript Ordering and Payment System

Reporting to the Senior Program Manager, the Project Manager leads end-to-end delivery of the Transcript Ordering and Payment System (TOPS). The role will deliver an operational minimum viable product by 30 June 2027, ready to support approved charging arrangements from 1 July 2027. It oversees the roadmap, design, requirements, architecture, assurance, procurement, build, testing, implementation and transition to operations.

The role manages the interface with the Charging Framework project. TOPS must progress independently while remaining configurable for approved policy, pricing, fee, exemption, waiver, revenue and commencement settings. The Project Manager identifies required inputs, manages dependencies and assumptions, and escalates decisions that threaten delivery.

Within delegated authority, the position is the primary TOPS delivery decision-maker. It translates user needs, Court obligations and technical and assurance requirements into a controlled minimum viable product, prioritised backlog, clear acceptance criteria and evidence-based release decisions. The role requires strong project, product, commercial and stakeholder leadership in a fast-paced, dependency-intensive environment.

Position Overview: Project Manager – AI and Human Transcription Approaches

Reporting to the Senior Program Manager, the Project Manager leads the evaluation and controlled piloting of transcription approaches for new formats, including speech-to-text and artificial-intelligence technologies. The role coordinates court trial support, quality and accuracy evaluation, human-review standards, vendor and model assessment, assurance and integration with the future Transcript Ordering and Payment System.

The position brings together judicial, operational, technical, privacy, security, legal, procurement, quality-assurance and vendor stakeholders. The successful candidate will apply disciplined experimentation and governance to ensure that evidence, risks and operational implications are clear before adoption decisions are made.

Duties

Key Duties: Project Manager – Transcript Ordering and Payment System

1. Define and maintain the TOPS vision, scope, minimum viable product, roadmap, schedule, release plan, benefits and success measures, and lead delivery from mobilisation and discovery through implementation, hypercare and transition.

2. Control scope, schedule, budget, resources, risks, issues, dependencies, changes, quality and benefits, taking recovery action and escalating material risks and decisions when required.
3. Own and prioritise requirements, the product backlog, user stories and acceptance criteria, maintaining traceability from user needs to design decisions, testing evidence and release outcomes.
4. Manage dependencies on Charging Framework policy, legal, pricing, fee, exemption, waiver, revenue, funding and commencement decisions, keeping TOPS configurable for charging and no-charging scenarios.
5. Coordinate multidisciplinary specialists and solution integration across identity, matter information, workflow, payments, reconciliation, suppliers, data, reporting, records and operational support.
6. Lead market engagement, procurement, evaluation, negotiation, contracting and supplier mobilisation, and manage supplier performance, deliverables, obligations, changes, risks, costs, knowledge transfer and agency ownership of intellectual property.
7. Manage digital investment, architecture, cyber security, privacy, accessibility, records and financial assurance, and lead user research, service design, prototyping, testing, defect resolution and operational-readiness assessment.
8. Coordinate procedures, communications, training, service ownership, deployment, cutover, support and transition to business-as-usual operations, while providing concise governance advice and engaging judicial, Court, operational, corporate, technical, government and supplier stakeholders.

Key Duties: Project Manager – AI and Human Transcription Approaches

1. Lead end-to-end delivery of the AI and human transcription workstream, with accountability for approved scope, outcomes, schedule, budget, resources, quality, benefits, risks, dependencies and delivery tolerances.
2. Develop, maintain and secure approval of the evaluation roadmap, pilot strategy and delivery plan, translating program objectives into defined work packages, deliverables, hypotheses, success measures, acceptance criteria, governance arrangements and decision gates.
3. Lead the selection of use cases, participants, venues, technologies, transcript formats and evaluation cohorts, and establish measurable criteria for accuracy, completeness, attribution, timestamps, formatting, latency, reliability, usability, accessibility, operational effort and value for money.
4. Direct human-review, quality-assurance, exception-management and acceptance arrangements, analyse quantitative and qualitative evidence, and present clear findings and recommendations on adoption, scaling, remediation or cessation.
5. Direct and assure court trial readiness and operational implementation, including sound capture, connectivity, workflows, training, monitoring, technical support, incident response, business continuity, operational safeguards, transition and handover.
6. Manage technology and service providers and associated commercial arrangements, including deliverables, performance expectations, access, environments, data-handling obligations, procurement, remediation, escalation and supporting evidence.
7. Ensure privacy, cyber security, legal, records-management, accessibility, ethical-use and assurance requirements are satisfied, and manage integration requirements and dependencies across transcription capabilities, court technology, operational workflows and the future Transcript Ordering and Payment System.

8. Lead judicial, operational, technical, corporate and vendor engagement; direct and quality assure multidisciplinary resources; own risks, issues, changes and decisions; and represent the workstream at governance and assurance forums to secure and implement timely decisions.

Eligibility

Project Manager – Transcript Ordering and Payment System

Selection Criteria

1. **Digital project and product delivery**: Demonstrated success leading a complex digital or transactional project from discovery and procurement through implementation and transition, including defining a minimum viable product and managing scope, schedule, budget, risks, dependencies, requirements, priorities, benefits and outcomes.
2. **Commercial and supplier management:** Demonstrated experience completing technology sourcing, procurement, negotiation, contracting and supplier mobilisation, with evidence of effective cost, milestone, performance, risk and knowledge-transfer management.
3. **Technology and integration**: Demonstrated delivery of integrated digital capability involving two or more of identity, case or matter data, workflow, online payments, records management, supplier interfaces, reporting or operational support.
4. **Assurance and operational readiness:** Demonstrated experience planning and completing security, privacy, accessibility, records, testing, financial-control and operational-readiness activities, with evidence that release and transition criteria were met.
5. **Governance and judgement:** Demonstrated ability to maintain clear controls, manage complex policy and delivery dependencies, escalate material risks, and provide evidence-based options and recommendations that enabled timely decisions in a regulated public-sector environment.
6. **Leadership and stakeholder engagement**: Demonstrated success leading multidisciplinary teams and suppliers and securing agreement on priorities, decisions and delivery outcomes across senior, judicial, operational, technical and external stakeholder groups.

Desirable Experience and Qualifications

1. Demonstrated delivery of customer portals or transactional services involving online ordering, workflow, payments, refunds, reconciliation or supplier allocation.
2. Experience integrating digital services with identity, case or matter-management, payment gateway, records-management, notification and reporting platforms.
3. Experience delivering a minimum viable product to a fixed commencement date, including staged releases, contingency planning and post-launch improvement.
4. Experience applying Australian Government digital assurance, procurement, financial, privacy, security, accessibility and records-management requirements.
5. Experience managing dependencies between technology delivery and policy, pricing, charging, funding or legislative decisions.
6. Experience managing commercial technology suppliers and supporting transition to sustainable business-as-usual operations.

Project Manager – AI and Human Transcription Approaches

Selection Criteria

1. **Project and pilot leadership:** Demonstrated experience leading complex technology pilots or transformation projects, with accountability for scope, outcomes, schedule, budget, resources, quality, benefits, risks and dependencies.
2. **Delivery planning, governance and judgement:** Strong capability translating strategic objectives into approved roadmaps, work packages, deliverables, acceptance criteria and decision gates; managing critical-path activities and tolerances; and preparing clear governance submissions, options, recommendations and recovery plans.
3. **Evaluation, AI and quality assurance**: Demonstrated ability to establish measurable evaluation methods, quality standards and human-review controls, with sound understanding of speech-to-text, AI-enabled services, model and vendor assessment, and analysis of evidence to support adoption, scaling or cessation decisions.
4. **Risk, assurance and operational implementation:** Experience managing privacy, cyber security, legal, records-management, accessibility, ethical-use, procurement and business-continuity requirements, and directing trial readiness, testing, incident response, integration, transition and handover in a complex operating environment.
5. **Stakeholder, vendor and commercial management:** Highly developed ability to engage, negotiate with and influence senior, judicial, operational, technical, corporate and vendor stakeholders, while managing suppliers, deliverables, performance, access, data-handling arrangements, budgets, forecasts, remediation and escalation.
6. **Team leadership and communication:** Demonstrated ability to direct, prioritise and quality assure multidisciplinary resources, build capability and accountability, exercise sound judgement under uncertainty, and communicate complex findings and implementation implications clearly to governance bodies and senior stakeholders.

Desirable Experience and Qualifications

1. Experience in courts, legal transcription, justice, hearings, audio capture or other high-accuracy records environments.
2. Experience evaluating speech recognition, machine learning, generative AI or human-review workflows.
3. Qualifications or certifications in project delivery, data, technology, AI assurance or related disciplines.

Notes

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.

In your application, please indicate which role you wish to be considered for. Applicants may nominate one role or both roles. If no preference is nominated, you will be considered for both positions.

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

Eligibility

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To Apply

Position Contact	Kurian George, (03) 8638 9487
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=03443EC8-42BF-2E25-E82F-ED671E062

This notice is part of the electronic Public Service Gazette PS43 Weekly Gazette Thursday (Vacancy Notices) - 29 October 2026.pdf Published by Australian Public Service Commission.

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Attorney-General's

Vacancy VN-0773778

National Anti-Corruption Commission

Closing Date:Monday 09 November 2026

Operations Operations NSW

Job Title	Senior Investigator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$122,580 - $148,963
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	076_09/2026_PN1063
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 lead our corruption investigations and deliver timely outcomes to enhance 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 across corporate and operational functions.

About the Role

Reporting to the Director Operations and under broad guidance, the Senior Investigator is responsible for the conduct of complex investigations into allegations of corrupt conduct, using the full range of investigative methodologies, including coercive powers available under the National Anti-Corruption Commission Act 2022 (Cth) (NACC Act).

Duties

In accordance with the Executive Level 1 Work Level Standards, you will:

- Lead the planning and ongoing management of corruption investigations, including record keeping, to ensure robust and timely outcomes.
- Facilitate effective working relationships within a multidisciplinary team environment, comprising investigators, intelligence analysts, lawyers, and other specialists.
- Undertake and/or assist in all relevant investigative activities, including:
    - identify relevant lines of enquiry and prepare investigation plans for complex investigations.
    - collect evidence including drafting decision minutes and NACC Act notices, preparing affidavits to obtain warrants, and conducting interviews.
    - oversee the analysis of large and complex data sets of information.
    - preparing investigation reports, obtaining witness statements, hearing briefs and briefs of evidence, and giving evidence in court.
- Provide advice to the Commissioner and senior executives of the NACC in relation to the ongoing progress and outcomes of corruption investigations.
- Ensure effective working relationships and governance of investigations being jointly undertaken with partner agencies.
- Represent the interests of the NACC and helping manage the NACC’s relationships with relevant stakeholders including other Australian Government agencies, State and Territory representatives and the private sector as necessary.
- Lead by example and develop, coach and mentor more junior staff. This may include direct line management of APS6 investigators.
- Undertake and contribute to the continuous improvement of the investigative function within the NACC, including; developing, reviewing, evaluating and implementing relevant policies, procedures, processes, tools and best practices.
- Lead and exemplify a healthy and safe working environment, modelling and promoting ethical behaviour and practices consistent with the APS Code of Conduct.
- On occasion, undertake travel throughout Australia (including regional and remote areas), as operationally required.

The NACC is a small agency. In addition to these activities, from time to time you may be asked to undertake tasks that are outside your usual span of duties but that are within the range of your capabilities. Supporting one another in this way provides opportunities for exposure across the agency and is an integral part of the NACC’s positive workplace culture.

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 (DSAP). The occupant of this position must obtain and retain an AGSVA security clearance to the specified level.

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 not limited to) detailed background, character, employment, police, and financial checks.

Probation - A probation period will apply to any new ongoing engagement to the Australian Public Service.

Eligibility (Prescribed Qualifications)/Other Requirements:

- Demonstrated experience in a similar role.
- Diploma in Government Investigations (or the ability to obtain within 12 months of commencement).
- Legal background will be highly regarded but not essential.
- Undertake any necessary training as required from time to time pertaining to the exercising of powers as an Authorised Officer under the NACC Act or other requirements of the role.
- Due to the nature of the role, you may at times be exposed to objectionable/undesirable material, either directly or indirectly and must be aware of this possibility.
- You may be required to occasionally work outside of the core hours, including weekends.
- Given the nature of the NACCs operational activities, employees may be involved in matters where their identity or involvement becomes know to affected persons, witnesses or external stakeholders. Employees should be aware that anonymity cannot be guaranteed, notwithstanding the NACCs commitment to managing employee safety, security and wellbeing risks.

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 up to $292 per financial year for approved health and wellbeing items.
- access to salary sacrificing, and
- access to studies assistance.

The NACC provides a service allowance of $2,039 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 advertising 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	Nigel, (02) 9797 3815
Agency Recruitment Site	https://nacc.nga.net.au/

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Attorney-General's

Vacancy VN-0773957

National Anti-Corruption Commission

Closing Date:Thursday 12 November 2026

Chief Executive Officer
Governance

Job Title	Assistant Director Governance
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW, Melbourne VIC, Perth WA
Salary	$122,580 - $148,963
Future Merit Locations	Melbourne, Perth, Brisbane, Canberra, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	084_10/26_PN1009
Agency Website	https://nacc.gov.au/

Job Description

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

The National Anti-Corruption Commission 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 National Anti-Corruption Commission (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.

Duties

The Assistant Director Governance sits within the Office of the CEO and reports to the Director Governance. The Assistant Director Governance supports the Director in leading a small team responsible for providing support, advice and management of a range of internal and external governance activities including strategic planning and performance reporting, internal audit and assurance, legislative compliance, parliamentary support and secretariat functions.

Key activities

In accordance with the Executive Level 1 Work Level Standards, you will:

- Manage the delivery of key strategic planning and performance reporting documents as required under the PGPA Act, including the Corporate Plan and Annual Report.
- Oversee the Commission’s internal control and assurance program, including the development and coordination of the strategic internal audit plan.
- Drive the implementation and continuous improvement of performance reporting, business planning, legislative compliance and accountability processes across the agency.
- Manage the provision of secretariat services for a range of governance committees, including the Audit and Risk Committee.
- Coordinate preparation for the Commission’s attendance before parliamentary committees, including senate estimates and the Parliamentary Joint Committee on the NACC.
- Provide robust, informed and timely advice on the Commission’s internal governance requirements, obligations and framework.
- Set team priorities to ensure results are achieved and manage the performance of a small, dynamic team.
- Represent the interests of the Commission and help manage relationships with relevant stakeholders including the department and minister’s office.
- Prepare reports, briefings, and submissions for a range of audiences and purposes.

The NACC is a small agency. In addition to these activities, from time to time you may be asked to undertake tasks that are outside your usual span of duties but that are within the range of your capabilities. Supporting one another in this way provides opportunities for exposure across the agency and is an integral part of the NACC’s positive workplace culture.

Eligibility

Position specific requirements - Highly desirable

- Understanding of the Commonwealth Performance Framework (or capacity to quickly develop such an understanding).
- An understanding of, or previous experience working in parliamentary support.

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 Negative Vetting 1.
- **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 disability.

Notes

The NACC has an Assistant Director Governance position available for immediate filling in Brisbane, Canberra, Melbourne, Perth or Sydney. A merit list will be established to fill vacancies arising in the next 18 months.

Benefits of Working for the NACC

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 $2,039 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 advertising 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	Tim, (02) 6203 8041
Agency Recruitment Site	https://nacc.nga.net.au/

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Defence

Vacancy VN-0773485

Department of Defence

Closing Date:Monday 09 November 2026

Defence People Group
Military Personnel Division

Job Title	Transition Centre Second in Command
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$89,841 - $96,829
Future Merit Locations	Melbourne
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 5
Position Number	DPG/05862/26
Agency Website	

Job Description *https://defencecareers.nga.net.au/?jati=E1315849-25D7-1D4E-E17D-ED62EAEF5010*

Duties

The Role

As the Transition Centre Second in Command (2IC), you will play an important role in supporting Australian Defence Force (ADF) members and their families as they prepare to transition from military service to civilian life. Working closely with the Officer in Charge (OIC), you will contribute to the delivery of high-quality transition services that help members navigate their individual transition journey and access available support programs and services.

Operating within a dynamic and people-focused environment, the 2IC supports the leadership and day-to-day management of an integrated workforce comprising ADF, Australian Public Service (APS) and contracted personnel.

You will provide guidance on more complex transition matters, support quality assurance and governance activities, and contribute to continuous improvement initiatives that enhance service delivery and outcomes for members. The Transition Centre 2IC will build productive relationships with a broad range of stakeholders, including Defence personnel, service providers and external organisations.

You will act as an escalation point for complex enquiries, assist with case management activities and work collaboratively to identify practical solutions to support members with complex transition needs. Key aspects of the role include supporting the delivery of the Defence Force Transition Program, conducting transition support sessions, assisting members to develop individualised Transition Plans, facilitating referrals to specialist services and providing advice on available transition benefits and administrative processes.

This is a rewarding opportunity to make a meaningful difference to the lives of ADF members and their families while contributing to Defence's commitment to supporting those who have served Australia.

About our Team

The Joint Transition Authority (JTA) leads Defence's transition system, ensuring ADF members and their families are supported throughout their transition, both during service and as they move to civilian life. Transition Service Delivery staff are located predominantly in JTA Transition Centres, located across major military establishments nationally.

In line with Defence's strategic priorities, JTA is implementing a national operating model that delivers a streamlined and consistent transition experience for all ADF members, regardless of Service. The team is committed to helping members and their families prepare early for transition,

build confidence for life after service and access the support, information and opportunities they need to achieve positive outcomes.

Working in a Transition Centre offers the opportunity to make a meaningful difference in the lives of current and former ADF members and their families.

Our Ideal Candidate

We are seeking a motivated and adaptable professional who is passionate about supporting ADF members and their families through one of the most significant periods of their lives. You will bring a strong customer service focus and a commitment to delivering high-quality support services in a complex and dynamic environment. You will have well-developed interpersonal and communication skills, enabling you to build trust, establish productive working relationships and engage confidently with a diverse range of stakeholders.

Your ability to work collaboratively within integrated teams will be critical to achieving positive outcomes for members and their families. The successful candidate will be comfortable presenting information large groups, adapting their communication style to suit different audiences and delivering information in a clear and professional manner. The ideal candidate will use a trauma-informed approach when supporting members, recognising the diverse experiences and circumstances they may face during transition.

You will respond to sensitive matters with empathy, professionalism and sound judgement. Strong organisational skills and attention to detail are essential. You will maintain accurate case notes and records, with an understanding of the importance of documenting information in accordance with privacy requirements and information management standards.

Most importantly, you will exercise initiative, sound judgement and professionalism when supporting members with varying and sometimes complex needs. You will be committed to continuous improvement and delivering services that help ADF members and their families prepare for a successful transition from military service to civilian life.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Charlene Zielinski, 0498 057 577
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E1315849-25D7-1D4E-E17D-ED

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Defence

Vacancy VN-0773727

Department of Defence

Closing Date:Sunday 08 November 2026

NAVY
Fleet Command

Job Title	Quality Technical Data Officer
Job Type	Full-Time, Ongoing
Location	Nowra Hill NSW
Salary	$89,841 - $96,829
Future Merit Locations	Nowra Hill
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 5
Position Number	NAVY/05610/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=7284DFFE-7094-E4D2-D9A5-ED653F7578FA

Duties

The Role

The APS 5 Quality Technical Data Officer is accountable, under limited direction, for the management, coordination and assurance of technical, engineering, quality and continuing airworthiness information supporting the MH-60R capability. The position ensures technical information and records are accurate, current, and traceable and managed in accordance with Defence, regulatory and organisational requirements.

The role coordinates technical document control, records and information management, quality assurance activities, corrective action monitoring, compliance activities and governance reporting. The position analyses assurance and compliance information to identify emerging issues, trends, risks and opportunities for continuous improvement and provides technical data and quality advice to relevant stakeholders.

The successful applicant will exercise sound judgement and initiative, manage competing priorities and contribute to effective quality governance and the safe and effective delivery of MH-60R capability.

About our Team

The Romeo Group Quality team supports the delivery and sustainment of the MH-60R capability within Fleet Air Arm through the provision of quality assurance, governance, compliance and technical data management functions.

The team supports Romeo Group in meeting applicable Defence, aviation safety, continuing airworthiness and organisational requirements.

The team works collaboratively with engineering, maintenance, logistics, operational and business support personnel across Romeo Group and the broader Fleet Air Arm. It contributes to organisational assurance, risk management and continuous improvement by monitoring compliance, maintaining effective quality and information management practices and supporting the identification and resolution of quality issues.

The team provides Command and relevant stakeholders with reliable information and assurance to support informed decision-making and the safe and effective delivery of aviation capability.

Our Ideal Candidate

The successful candidate will demonstrate sound judgement, initiative and a commitment to delivering high-quality outcomes within a regulated technical environment. They will possess strong organisational and analytical skills, attention to detail and the ability to interpret requirements, identify issues and develop practical solutions.

They will have well-developed written and verbal communication skills and the ability to establish productive working relationships with technical and non-technical stakeholders. The candidate will be able to work independently under limited direction, exercise appropriate judgement, manage competing priorities and take accountability for their work.

Experience in quality assurance, aviation, technical data management, engineering support, records or information management would be advantageous. The successful candidate will demonstrate a commitment to compliance, continuous improvement and Defence Values and Behaviours, and contribute positively to a professional and collaborative team environment.

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 5 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

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To Apply

Position Contact	Katie Hartigan, 02 4449 2917
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=7284DFFE-7094-E4D2-D9A5-ED

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Defence

Vacancy VN-0773736

Department of Defence

Closing Date:Sunday 08 November 2026

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Technical Cost Estimator
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	$99,733 - $112,431
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 6
Position Number	NSSG/05702/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=279A8C45-5935-1C95-8569-ED6540893650

Duties

The Role

The Technical Cost Estimator reports to the Maintenance Demand Operations Manager within the Maintenance Planning and Assurance section of RMC-N. The role provides quantity surveying, cost analysis, and risk management support for Royal Australian Navy (RAN) vessels undergoing maintenance, based on approved technical work instructions developed by RMP-N NORSTA.

The position is responsible for undertaking complex pricing and cost investigations of technical marine maintenance activities to ensure value for money for the Australian Commonwealth. Working with a high degree of autonomy, the Technical Cost Estimator analyses, reviews, and reports on pricing and cost data while supporting an integrated workforce.

Key responsibilities include reviewing approved work instructions to ensure costs remain within allowable tolerances, conducting independent financial investigations, managing cost analysis and assurance activities, providing cost planning advice, supporting the Maintenance Planning and Assurance team with estimating queries, and monitoring commercial maritime industry information relevant to vessel maintenance and sustainment of RAN in-service capability.

About our Team

Maritime Systems Division (MSD) operates within the Naval Shipbuilding and Sustainment Group delivering in-service support to Navy and Army along with delivering new capability to Government. MSD is embarking on transformational change to establish the Maritime Sustainment Model and ensure the organisation is able to respond to emerging demands and strategic priorities.

The Regional Maintenance Centre-North team sits within MSD and delivers Maintenance and delivers maintenance to Naval Vessels home ported in Darwin NT and other visiting Navy vessels from interstate. We are seeking high performing candidates who thrive on new challenges and enjoy working in a fast-paced, complex environment.

We promote an inclusive culture that echoes Defence values – service, courage, respect, integrity and excellence; and are committed to ensuring our people feel appreciated, participate fully, and have access to tailored professionalised pathways.

We are flexible and agile in our approach to work, encourage our staff to have a healthy work life balance, and offer access to training and development opportunities and mentoring and coaching services. You will enjoy Australian Public Service conditions that include an attractive salary package and flexible, family-friendly working arrangements.

Our staff have access to flexible working hours with opportunities for part-time and home-based work. Defence provides employees with a superannuation contribution of 15.4 per cent, higher than most industries, with the opportunity for you to make additional personal contributions.

We are committed to the personal and professional development of our staff, and welcome interested candidates to apply to join our team. Defence is committed to recruiting the right people, in the right jobs, at the right time - whether it is creating, acquiring or delivering Defence capability. Our greatest asset is our people.

Our Ideal Candidate

As an APS 6, Technical Cost Estimator you will thrive in a dynamic environment, enjoy working with data and financial information, and have a strong ability to analyse and translate complex information into clear, practical insights.

You will demonstrate sound judgement, exceptional attention to detail, and the ability to provide informed advice that supports effective decision-making and contributes to successful business outcomes. You will possess strong communication and interpersonal skills, enabling you to build and maintain effective working relationships with a broad range of stakeholders. Highly motivated

and organised, you will be adaptable, proactive, and capable of managing competing priorities in a changing environment.

Your application should address the above competencies. If you bring these strengths and possess a strong personal drive to support and enhance Australia's maritime capability, we welcome your application.

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 advertising agency.

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To Apply

Position Contact	Amanda Peet, 08 7971 3314
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=279A8C45-5935-1C95-8569-ED6

Defence

Vacancy VN-0773743

Department of Defence

Closing Date:Sunday 08 November 2026

Defence Finance Group
Financial Performance & Management

Job Title	Finance Advisor
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	$99,733 - $112,431
Future Merit Locations	Garden Island
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	APS Level 6
Position Number	DFG/06018/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C384A208-AC04-C143-9AA9-ED6540CC5410

Duties

The Role

Defence Finance Group (DFG) is seeking experienced and enthusiastic finance professionals to join the Maritime Sustainment finance team for a current vacancy in Garden Island, Sydney - NSW.

The APS 6 Finance Advisor is a customer-facing role who will guide a small and dynamic team in the provision of strategic financial advice to key clients, both uniformed and civilian.

The Finance Advisor will also assist clients in the identification of financial risks and opportunities, understanding of cost drivers and impacts on capability, and forecasting of End of Financial Year achievement.

You have strong communication skills and client engagement capabilities, and you are naturally suited to explaining complex financial information to a broad range of clients. You enjoy learning about the people and business areas you support, are committed to learning and enjoy using technology to enable smarter, more efficient ways of working.

About our Team

We are a small and dynamic team working collaboratively with our clients within Navy and the Naval Shipbuilding and Sustainment Group (NSSG). The Maritime Finance teams are regionally dispersed around Australia, supporting internal and external clients across the organisation, and are dedicated to the provision of high quality financial services.

Our Ideal Candidate

We are seeking enthusiastic individuals with a passion for finance/accounting work, who can operate independently under broad direction to perform and achieve complex financial management work within an integrated workforce.

Some of the key duties of this role are:

- Use business knowledge and financial skills to provide expert advice on Defence and Government financial matters.
- Build and sustain effective working relationships with team members and key clients.
- Coordinate financial governance requirements and promote compliance with the financial management frameworks.
- Contribute to budget preparations, evaluation of financial performance and general financial management across a variety of budgets and capabilities.
- Identify financial issues and apply financial management knowledge to deliver objective and systematic analysis and conclusions.

Other competencies we are targeting include:

- Strong interpersonal skills that can service a variety of customers of varying financial literacy.
- Enthusiastic and determined to achieve meaningful results within a team-based environment.
- Ability to operate and produce high quality outcomes in a fast paced environment with competing priorities.
- Demonstrated financial skills and experience to achieve outcomes and deliverables.
- Understanding of core financial principles.

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 advertising agency.

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To Apply

Position Contact	Nikolas Laus, 02 9537 4712
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C384A208-AC04-C143-9AA9-ED

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Defence

Vacancy VN-0773748

Department of Defence

Closing Date:Sunday 08 November 2026

Joint Operations Command
Headquarters Joint Operations Command

Job Title	Administration Oficer
Job Type	Full-Time, Ongoing
Location	Bungendore NSW
Salary	$89,841 - $96,829
Future Merit Locations	Bungendore
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	JOC/05949/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5FA2482D-3A7F-BF44-BCAB-ED6541BC47B3

Duties

The Role

The right candidate for this role will thrive in a dynamic and fast-paced work environment where they can work independently to help deliver Headquarters Joint Operations Command (HQJOC) missions.

To be successful in this role you are outcome-focused with a high level of attention to detail and will be able to engage constructively and provide assistance to a range of critical stakeholders. Demonstrated experience with managing competing priorities and exceptional time management skills are a must.

As an Administration Officer, you could expect to take on a broad range of tasks including:

- Providing executive support;
- Coordinating the flow of tasks and information across the Branch;
- Ensuring sound Branch records and information management;
- Ability to coordinate tasking’s
- Assisting in collating executive documents where required
- Handling Branch human resource requisitions;
- Administering Branch security requirements; and

- Implementing sound corporate governance.

About our Team

As an administration officer at HQJOC in the Directorate of Personnel you will be involved in a range of activities from delivering ongoing administrative functions through to support for projects. You will work in a collaborative working environment that offers exciting challenges, a diverse range of work; and the guidance and support to ensure that you always have everything required for success.

As Defence's greatest asset is our people, we offer generous remuneration and conditions as our commitment to you.

Our Ideal Candidate

Headquarters Joint Operations Command is a fast paced and dynamic working environment. We are seeking an energetic and collaborative individual to join the team. You will need to be highly organised, with highly developed communication skills (written and verbal) and be adept at working within a high-paced team environment.

You will thrive under pressure and have the ability to work in peak periods, and other instances as required. Our ideal candidate will have exceptional organisational skills, be able to communicate effectively and work collaboratively, have excellent attention to detail and possess well-developed priority-management skills.

To be successful in this role you will need to:

- Use your initiative and solve problems;
- Complete tasks, plan, and coordinate business priorities;
- Successfully develop and implement Branch administrative procedures;
- Work collaboratively in a team-based environment;
- Actively participating in, and contributing to, team and organisational objectives;
- Be an excellent communicator who can liaise with a range of internal and external stakeholders;
- Be self-motivated, pro-active, organised, and enjoy being part of a team; and
- Have good judgement.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Brinna Kerin, 02 5131 8322
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5FA2482D-3A7F-BF44-BCAB-ED

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Defence

Vacancy VN-0773755

Department of Defence

Closing Date:Monday 09 November 2026

Naval Shipbuilding and Sustainment Group
Continuous Naval Shipbuilding and Sustainment

Job Title	Schedule Analyst
Job Type	Full-Time, Ongoing
Location	Osborne SA
Salary	$99,733 - $112,431
Future Merit Locations	Osborne
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/05974/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=3D3F08AD-421D-9B85-A7A0-ED6541E58E64

Duties

The Role

An exciting opportunity exists within the Naval Construction Branch (NCB) for a schedule assurance specialist. You will work in a complex operating environment as part of the shipbuilding performance assurance team in the NCB Operations directorate providing evidence-based assurance of schedule performance of major shipbuilding activities in naval shipyards.

You will support the implementation and delivery of continuous naval shipbuilding as part of a broader assurance ecosystem and contribute to the NCB mission through strong focus on knowledge and capability development.

This role is unlike a traditional scheduling position. You will not build or maintain project schedules — the Prime contractor perform those functions. Instead, you will work as part of an integrated team to provide assurance on whether reported schedules, forecasts and Earned Value performance indicators can be trusted — and whether they support sound, risk-informed decision-making by senior Defence leaders.

This is a role for an analytical thinker who asks not only "what does the schedule say?" but "should anyone believe this schedule?"

As the schedule analyst, you will:

- Conduct schedule performance analysis, reporting ship construction progress against contract schedules and applying schedule health checks and performance metrics to identify emerging issues;
- Assess schedule forecast credibility and undertake independent forecasting of milestone completion dates, including identification of risks and variances, and the impacts of proposed changes and variations;
- Assess schedule and cost performance of ship construction, using Earned Value principles and other project controls methodologies as applicable, as part of an integrated performance assurance team;
- Maintain the Infrastructure Master Schedule to support multi-ship, multi-program shipyard operations, productivity and cost improvement initiatives;
- Work collaboratively with internal and external stakeholders; including the Prime Contractors' schedulers and other Defence schedule analysts;
- Promote best-practice scheduling and contribute to the development of internal schedule analysis capability and project controls maturity in NCB.

About our Team

Naval Construction Branch (NCB) is accountable for the assurance of ship construction, set-to work and transit of vessels constructed at the Osborne Naval Shipyard and Henderson precinct. We have branches in Osborne SA and Henderson WA, as well as a smaller presence in Port Macquarie, NSW.

NCB is furthering continuous naval shipbuilding and growing sovereign capability by overseeing the construction to ensure quality and standards are met, storing lessons learnt and developing standard shipbuilding procedures for construction.

NCB will oversee the construction of many different Navy vessels including Offshore Patrol Vessels, Hunter Class Frigates, General Purpose Frigates, Young Endeavour, Landing Craft (Medium and Heavy) and Patrol Boats. Working at NCB will enable you to be at the grassroots of continuous naval shipbuilding, where you are part of a working shipyard, being able to see and contribute to the vessels delivered and used in service by Navy.

NCB currently has highly skilled and diverse shipbuilding experience which will be shared to grow your hands-on construction knowledge. You will work alongside Navy personnel, internal project management officers and Prime contractors.

Our Ideal Candidate

We are seeking the following key qualities, skills and knowledge in our ideal candidate:

- Experience in undertaking performance analysis in a major project (turnover of $20 million or more);
- Strong analytical and critical thinking skills - with the ability to interrogate complex data and distill it for reporting to senior Defence management;
- Personal drive to actively support a team-based performance-focused culture and have a shared responsibility for the achievement of team goals and objectives;
- Strong stakeholder engagement and written and verbal communication skills - with the ability to communicate effectively with stakeholders at various organisational levels and across teams;
- Willingness to learn and ability to prioritise tasks based on organisational requirements;
- Experience working with limited direction - taking initiative, developing processes from scratch and delivering high-quality outputs under tight timeframes;
- Alignment with Defence values - demonstrating the behaviours expected of an APS professional operating in a complex, sensitive, and governance-intensive environment.

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 advertising agency.

About the Department of Defence

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To Apply

Position Contact	Maya Kasumovic, 08 8227 3858
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3D3F08AD-421D-9B85-A7A0-ED

Defence

Vacancy VN-0773756

Department of Defence

Closing Date:Sunday 08 November 2026

Strategy Policy & International
Defence Industry Policy

Job Title	Risk Assessor
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	$89,841 - $96,829
Future Merit Locations	Russell
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	APS Level 5
Position Number	SPI/06029/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=8BF7E4D7-D764-0930-7966-ED6541637F29

Duties

The Role

As a Risk Assessor within Defence Export Controls, you are responsible for rigorously assessing risks associated with applications for the export of military and dual-use goods and technologies, and applications for Foreign Work Authorisations. You will play an important role in upholding Australia’s international obligations to prevent Australian exports contributing to the proliferation of weapons of mass destruction or military programs counter to Australia’s interests.

Under broad direction, you will analyse information from multiple sources to ensure decisions do not prejudice Australia’s security, Defence, or international relations, and are consistent with relevant legislation and policy. You will maintain records in accordance with legislative and policy requirements. You will be part of a supportive and high-performing team, engaging with Defence, industry, and other external stakeholders to support assessments.

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

About our Team

Defence Export Controls (DEC) is the Commonwealth regulator of military and dual-use exports and Foreign Work Authorisations. DEC supports government, industry, higher education, research sectors and individuals to meet their obligations under Australia's export controls and Safeguarding Australia's Military Secrets legislative frameworks. Through its operations, DEC plays a fundamental role in ensuring Australia upholds its international obligations, including participation in multilateral export control regimes.

The Assessments section within DEC safeguards Australia's sensitive military knowledge, national security, defence interests and international relations by delivering robust, evidence-based technical and risk assessments that support Australia's international commitments and counter-proliferation objectives. This work may also include representing Australia in international meetings.

Our ideal candidate:

- Works independently under broad direction and exercises sound judgement in applying legislation, policy, practices and procedures.
- Demonstrates strong analytical and assessment skills, can navigate complex and sensitive issues, and remain effective in a fast-paced environment.
- Communicates clearly and writes effectively, producing well-reasoned and accurate assessment outputs.
- Collaborates effectively across teams, including those that are geographically dispersed.
- Brings critical thinking and a flexible, positive outlook with a focus on outcomes.

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 advertising agency.

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To Apply

Position Contact	Joe Siddons, 02 6115 3477
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=8BF7E4D7-D764-0930-7966-ED6

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Defence

Vacancy VN-0773766

Department of Defence

Closing Date:Sunday 08 November 2026

NAVY
Navy Capability

Job Title	Navy Capability Implementation Senior Business Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$124,393 - $140,315
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	Executive Level 1
Position Number	NAVY/05352/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=6A721E6E-A465-8B59-2866-ED657928059A

Duties

The Role

Serve as the principal adviser to senior executives, providing strategic leadership, business coordination and decision support to deliver Defence priorities. Lead the development, implementation and monitoring of business plans, ensuring alignment with strategic objectives while managing competing priorities, emerging issues and organisational risks.

Provide high-level advice on complex and sensitive matters, supporting informed executive decision-making through robust governance frameworks, reporting and performance monitoring.

Oversee governance processes, committee coordination, executive correspondence, ministerial submissions, Senate Estimates material, briefings and strategic communications, ensuring compliance with Defence policies and legislative requirements.

Lead business management functions including workforce planning, finance, procurement, contracts, security, information management and corporate governance. Manage resources, risk, business continuity and assurance activities while driving continuous improvement and organisational effectiveness.

Build and maintain strong relationships across Defence, government and external stakeholders, representing executives as required. Lead and develop high-performing teams, fostering accountability, professional growth, inclusion, wellbeing and workforce capability to achieve strategic outcomes.

About our Team

The Navy Capability Implementation (NCI) Business Management Office (BMO) is a high-performing, customer-focused team that enables the effective delivery of Navy capability outcomes through integrated business management, governance and corporate support services. As the central coordination hub for the Branch, the BMO works closely with senior leaders and stakeholders across Defence to ensure strategic priorities are achieved, resources are managed effectively, and organisational obligations are met.

The team provides expert advice and support across a diverse range of functions, including but not limited to, governance, financial management, workforce planning, security, reporting, executive support and business coordination. Through strong collaboration and a commitment to continuous improvement, the BMO delivers the assurance and management services that allow the Branch to operate efficiently, remain responsive to emerging priorities and maintain compliance with legislative and policy requirements.

The EL1 Senior Business Manager leads a multidisciplinary team and plays a critical role in shaping Branch outcomes. Working in partnership with the Director-General, senior leadership and key stakeholders, the successful applicant will provide strategic leadership, drive organisational performance, and foster a positive, collaborative and high-performing team culture. This role offers a unique opportunity to influence decision-making, improve business outcomes and contribute directly to the successful delivery of Navy capability priorities.

Our Ideal Candidate

The ideal candidate is a highly capable and strategic leader with significant experience operating in a complex executive environment. They possess exceptional judgement, discretion and political acumen, with the ability to provide trusted advice to senior executives on complex, sensitive and high-priority matters.

They are an outstanding communicator, able to develop high-quality briefs, ministerial correspondence, submissions and governance products while translating strategic direction into practical outcomes. The candidate demonstrates strong organisational skills, effectively managing competing priorities, risks and deadlines in a fast-paced environment.

A proven leader, they build and sustain high-performing teams, foster collaboration and drive continuous improvement. They have well-developed stakeholder engagement and influencing skills, enabling them to negotiate outcomes and build productive relationships across internal and external networks.

The successful applicant will combine strategic thinking, strong governance expertise, business management capability and a commitment to Defence values, delivering trusted leadership, organisational effectiveness and exceptional support to senior decision-makers.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Teresa Proctor, 02 5108 8216
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6A721E6E-A465-8B59-2866-ED6

Defence

Vacancy VN-0773792

Department of Defence

Closing Date:Sunday 08 November 2026

Capability Acquisition and Sustainment Group
Land Systems

Job Title	Trade Officer (Sheet-metal Fabricator/Boilermaker)
Job Type	Full-Time, Ongoing
Location	Laverton North VIC
Salary	$81,868 - $89,377
Future Merit Locations	Laverton North
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 4
Position Number	CASG/05864/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=609877EB-65D9-71BE-E91A-ED657C73245D

Duties

The Role

Prototype and Test Services (PTS) is responsible for the provision of prototyping capabilities to support the acquisition and sustainment of land materiel. This position is based at the Prototype Engineering Centre, located in Laverton North. PTS is seeking experienced Boilermaker or Sheet-metal Fabricator for interesting work in a unique environment, including MIG, TIG and Arc Welding and Sheet Metal Fabrication. Our team comprises a small team of multi-disciplined trades utilising Numerical Control (NC) and Computer Numerical Control (CNC) to fabricate prototypes through subtractive manufacturing.

You will be responsible for mechanical manufacture from conceptual drawings and computer aided design (CAD) models through to delivery of prototypes, space claims and models. Using

modern manufacturing technologies including CNC Routers Press brakes and Waterjet Cutter. The breadth of work will give the successful applicant the opportunity to be exposed to a diverse range of developmental opportunities and fabrication techniques.

Defence roles cover a diverse range of workplace environment requirements. These may include physical tasks or working in conditions that are not typical of an office environment. Candidates should consider these requirements when assessing their suitability for the role. For more information, please contact the nominated contact officer.

Exposure to chemicals, requirement to wear personal protective equipment (PPE), exposure to petrol, oil, lubricant products that may cause dermatological conditions, excessive noise, dangerous goods/ equipment.

About our Team

Land Systems Division’s (LSD) mission is to acquire and support capability that enables the ADF to generate and sustain deployable Land power for an integrated force, in peace and war. We aim to be agile, innovative and outcomes-focussed as we collaborate closely with the Services and industry to deliver the latest equipment to maximise ADF performance. The Land Engineering Agency (LEA), within LSD, supports a broad range of projects and Systems Program Offices (SPO) to ensure successful technical outcomes for the acquisition and in-service support of Defence capability. LEA provides services in engineering, testing, design and development, technical data and configuration management across the Defence Capability Life-Cycle. The Prototype Engineering Centre is the prototyping arm of LEA. LSD is dedicated to providing staff with an inclusive and healthy work-life environment, and we will invest in your ongoing professional development to ensure your work with us is deeply rewarding.

Our Ideal Candidate

The ideal person for this role will be an experienced, qualified Boilermaker, Welder or Sheet Metal Fabricator, (with welding experience) that seeks variety in their daily work. Someone that is capable of working effectively within a small, multi-functional team, including work not core to their own trade to produce reactive and flexible delivery of a diverse range of prototypes, models, jigs and fixtures to enable speed to delivery of Land Systems Capability development.

The successful candidate will:

- Meet the mandatory qualifications and have experience working as a Boilermaker, Welder or Sheet Metal Fabricator, (with welding experience, highly desirable).
- Have knowledge and experience using CNC Machinery and or CNC drawing packages (highly desirable).
- Build and sustain positive relationships with team members, actively participate in team work.
- Have sound written and oral communication skills.
- Have experience working within a Quality Management System (or similar).

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This technical position requires the individual to have obtained a recognised Australian Qualifications Framework (AQF) Level 4 qualification in a relevant technical domain or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

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

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To Apply

Position Contact	Bernard Russell, 0472 878 492
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=609877EB-65D9-71BE-E91A-ED

Defence

Vacancy VN-0773819

Department of Defence

Closing Date:Sunday 08 November 2026

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Engineer Professional - Communications
Job Type	Full-Time, Ongoing
Location	Fyshwick ACT
Salary	$124,393 - $140,315
Future Merit Locations	Fyshwick
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	Executive Level 1
Position Number	CASG/05835/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=C483D1D1-EAE8-E1C5-F152-ED65B5F82373

Duties

The Role

You will provide expert engineering advice, implement technical governance, and oversee engineering processes to ensure compliance with regulatory frameworks and Defence policies.

Leading a team of engineering managers and engineers, you will drive capability outcomes through stakeholder engagement, risk management, and the integration of engineering solutions across the capability lifecycle.

This role requires strong leadership, technical expertise, and an ability to navigate complex engineering and project challenges while ensuring Defence capability outcomes are met.

Key responsibilities include:

- Developing and overseeing engineering governance, risk management, and compliance processes.
- Assuring the Technical Integrity of materiel acquired or sustained by the Integrated Warfighting Networks Systems Program Office (IWNSPO) as being fit-for-service and safe.
- Providing direction to project and project Engineering Managers to ensure the Technical Integrity of materiel acquired or sustained.

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

About our Team

Integrated Warfighting Network Systems Program Office (IWNPO) is responsible for the acquisition, integration and sustainment of command, and control warfare systems for the Australian Defence Force across the country and in operational theatres overseas.

IWNSPO acquires and sustains joint-information warfare capabilities that are mission critical to all three services of the Australian Defence Force. These capabilities include computer applications that support planning and conduct of operations, including IT infrastructure and command and control systems for deployed military forces across the five Domains.

Our Ideal Candidate

Ideal candidates will have the skills and experience to:

- Work collaboratively, communicate effectively with internal and external stakeholders and influence the delivery of team efforts.
- Evaluate and ensure that the delivered designs and materiel meets Technical Integrity requirements and legislative, policy and regulatory frameworks and implement actions.
- Evaluate engineering activities to understand critical factors for success and engage continuous improvement and innovation.
- Lead and ensure safety aspects of Defence materiel systems are considered and incorporated into engineering activities.
- Motivate and mentor developing engineers, aligning complementary skills and allocate resources in a manner that delivers results.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

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

This engineering position may require the individual to be able to meet the requirements of Chartered Professional Engineer (Engineers Australia), Registered Professional Engineer (Professionals Australia) or Fellow/Member of Royal Institution of Naval Architects or demonstrated the ability to obtain such status within 12 months.

Notes

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

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To Apply

Position Contact	Bronwyn Albress, 02 5109 2378
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C483D1D1-EAE8-E1C5-F152-ED

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Defence

Vacancy VN-0773842

Department of Defence

Closing Date:Sunday 08 November 2026

Naval Shipbuilding and Sustainment Group
Major Surface Combatants

Job Title	Business Intelligence Officer
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - SA SA
Salary	$99,733 - $112,431
Future Merit Locations	Various locations - ACT, Various locations - VIC, Various locations - NSW, Various locations - QLD, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	NSSG/05278/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=EB9C923E-4F9D-4286-54A5-ED65B81631B1

Duties

The Role

The Maritime Integrated Warfare Systems (MIWS) Branch is a dynamic and evolving organisation committed to delivering consistent, efficient and high-quality outcomes. As an APS6 Business Intelligence Officer within the Quality and Business Management Systems (QBMS) Team, you will play a key role in enabling the systems, information and processes that support effective business operations across the Branch.

Working under broad direction, you will contribute to the management and continual improvement of the Branch Quality Management System (QMS), Business Management System (BMS) and SharePoint environment. You will work closely with stakeholders across MIWS to improve information accessibility, support evidence-based decision-making, and promote consistent business practices.

The role involves analysing information, identifying opportunities for improvement, supporting quality initiatives, and helping ensure personnel have access to reliable, current and trusted information. Through your work, you will contribute to organisational effectiveness, collaboration and continuous improvement, supporting the delivery of capability outcomes across the Branch.

About our Team

The Quality and Business Management Systems (QBMS) Team supports the systems, tools and information that enable consistent, effective and efficient business operations across MIWS Branch. We manage the Branch Quality Management System, Business Management System and SharePoint environment, while supporting information management and continual improvement activities.

Our focus is on improving access to reliable information, reducing duplication, standardising ways of working and helping personnel make informed decisions. We work collaboratively across the Branch to deliver practical solutions that strengthen business performance, enhance organisational effectiveness and support the successful delivery of MIWS capability outcomes.

Our Ideal Candidate

MIWS is looking for a motivated and collaborative professional who enjoys improving business processes, solving problems and helping others work more effectively through better information, systems and technology.

The ideal candidate will have the following attributes and can demonstrate:

- Strong analytical and problem-solving skills, with the ability to interpret information and identify opportunities for improvement.
- The ability to communicate complex information clearly and confidently, building trust and influencing stakeholders to achieve business outcomes.
- The ability to build and maintain productive relationships with diverse stakeholders.
- Experience supporting business systems, information management, SharePoint, quality management, business improvement, or related functions.
- Confidence in using and adapting to new technologies, systems and digital tools to improve efficiency and business outcomes.
- Sound judgement, initiative and the ability to manage competing priorities.
- A commitment to continuous improvement and evidence-based decision-making.
- Strong attention to detail and a focus on maintaining accurate and accessible information.

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 advertising agency.

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To Apply

Position Contact	Halle Knupkis, 02 5109 8656
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EB9C923E-4F9D-4286-54A5-ED

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Defence

Vacancy VN-0773847

Department of Defence

Closing Date:Thursday 12 November 2026

Defence People Group
Joint Suport Services

Job Title	Family Liaison Officer
Job Type	Full-Time, Ongoing
Location	Keswick SA
Salary	$81,868 - $89,377
Future Merit Locations	Keswick
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	DPG/05954/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=91BC5B6C-DB93-61FB-C2ED-ED65F1D15EE3

Duties

The Role

As a Family Liaison Officer you will be an integral part of the Defence Member and Family Support (DMFS) South Australian team and be at the forefront of helping Defence families connect and engage with their wider community and other Defence families.

The Family Liaison Officer role includes:

- Engagement with Defence families, key stakeholders and the wider community.
- Facilitating opportunities for connection between Defence families and the wider community.
- Active engagement with Ex Service Organisations and other services that support Defence families.
- Providing information and advice about services and supports available through Defence as well as local community resources and services.
- Participating in Command and Unit facilitated events and functions for families.
- Building knowledge of community services and engaging with service providers to inform them of the needs of Defence families.
- Working as part of a dynamic and multidisciplinary team

- The FLO is involved in all aspects of events management including, design and development of the event, online ticket allocation, arranging catering and set up/pack up of info stands at a range of different venues across the region
- Current office location is Keswick Barracks, South Australia, however a relocation north (closer to RAAF Base Edinburgh) is anticipated to occur in the next three years.

About our Team

Defence Member and Family Support Branch (DMFS), Directorate of Regional Engagement offers a broad range of programs/services to help Commanders, Australian Defence Force members and their families manage the military way of life. DMFS supports Defence families' self-reliance and increases the capacity of the wider community to understand and support the needs of Defence families.

The Family Liaison Officer (FLO) position will form part of a team that consists of Defence Social Workers, Military Support Officers, an Educational Liaison Officer, Business Support Officer, and Area Manager. We work collaboratively to provide support, guidance and advice to Commanders, referrals to external agencies, information on local services, education advice and general information on Defence matters.

Our team brings together different backgrounds, experiences and talents. We value diverse perspectives and work hard to deliver an experience that makes a real difference to our customer base. Work outside of standard hours is required on occasion.

Our Ideal Candidate

We are looking for an energetic and friendly team player who can use their initiative to provide innovative ways to engage with Defence families to help connect them with the local community. Strong, collaborative and collegiate stakeholder engagement skills are required. Our ideal candidate will be a team player with strong organisational skills. Excellent communication is a must as well as liaison and activity planning skills to promote Defence family engagement opportunities.

Our candidate will have the confidence to approach unfamiliar situations and build strong working relationships with our stakeholders. Proficiency with technology is required; you will be working with the Microsoft Office suite and other software/systems and be comfortable learning new digital tools and platforms. The candidate must be able to prioritise; work independently; and demonstrate an understanding of confidentiality. Some after hours and weekend work is required. Contact officer can provide more details.

Eligibility

Security Clerance

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 advertising agency.

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To Apply

Position Contact	Kate Crawford, 0467 729 202
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=91BC5B6C-DB93-61FB-C2ED-E

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Defence

Vacancy VN-0773849

Department of Defence

Closing Date:Thursday 12 November 2026

Joint Operations Command
Headquarters Joint Operations Command

Job Title	Administration Officer
Job Type	Full-Time, Ongoing
Location	Bungendore NSW
Salary	$89,841 - $96,829
Future Merit Locations	Bungendore
Office Arrangement	On Site;Flexible
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 5
Position Number	JOC/06057/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=174BA336-7A67-3272-7FA9-ED662E0CDC8C

Duties

The Role

The right candidate for these roles will thrive in a dynamic and fast-paced work environment where they can work independently to help deliver Headquarters Joint Operations Command (HQJOC) missions.

To be successful in these roles you are outcome-focused with a high level of attention to detail and be able to engage constructively and provide assistance to a range of critical stakeholders. Demonstrated experience with managing competing priorities and exceptional time management skills are essential.

As J3 Branch Administration Officer, you could expect to undertake a broad range of activities including:

- Providing administrative, executive and secretariat support to Branch directorates and teams, including coordinating meetings, planning activities, agendas, minutes and action tracking.
- Assisting in the coordination of branch workflows, task management and business support activities to ensure priorities, deadlines and deliverables are achieved.

- Supporting the development, preparation and quality assurance of correspondence, briefs, reports, planning products, briefing materials and other executive documentation.
- Managing stakeholder engagement and communication activities, including maintaining contact networks, distribution groups, collaboration platforms and information-sharing arrangements.
- Assisting in the coordination of domestic and international travel, visits, planning conferences and engagement activities, including liaison with relevant agencies and external stakeholders.
- Maintaining effective records, information and document management practices, including SharePoint administration, document control and compliance with governance requirements.
- Supporting project, planning and exercise activities through the management of schedules, trackers, registers, action logs and administrative coordination requirements.
- Developing and maintaining administrative systems, templates, procedures and business processes that improve efficiency and support organisational outcomes.
- Assisting with governance, finance, workforce, security and compliance activities in accordance with Defence policies and procedures.
- Contributing to continuous improvement initiatives and providing high-quality administrative support across the Branch and wider Headquarters Joint Operations Command.

About our Team

The J3 Operations Branch is responsible for the planning, coordination and conduct of operations on behalf of the Commander of Joint Operations. Operating at the heart of HQJOC, the J3 branch monitors ongoing activities, coordinates responses to emerging events and crises, and ensures the effective execution of Defence operations.

The J3 Branch is a diverse and integrated team comprising ADF members, APS employees and contractors, all working together to deliver operational outcomes. Staff engage with a broad range of stakeholders across Defence and government, providing a unique opportunity to contribute to national security in a fast-paced and dynamic environment.

As the Administration Officer, you will work within the J3 Executive Team and provide direct administrative support across the Branch. This includes coordinating executive functions, managing branch governance and business processes, supporting workforce and personnel administration, and assisting in the delivery of branch priorities to enable effective operational outcomes.

As Defence’s greatest asset is our people, we offer generous remuneration and conditions as our commitment to you.

Our Ideal Candidate

Headquarters Joint Operations Command is a fast paced and dynamic working environment. We are seeking energetic and collaborative people to join the team. You will need to be highly organised, with highly developed communication skills (written and verbal) and be adept at working within a high-paced team environment.

You will thrive under pressure and have the ability to work in peak periods, and other instances as required. We are looking for individuals with exceptional organisational skills, able to communicate effectively and work collaboratively. The ideal candidate has excellent attention to detail and possesses well-developed organisational and priority-management skills.

To be successful in this role you will need to:

- Use your initiative and solve problems;
- Complete tasks, plan, and coordinate business priorities;
- Successfully develop and implement Branch administrative procedures;
- Work collaboratively in a team-based environment;
- Actively participating in, and contributing to, team and organisational objectives;
- Be an excellent communicator who can liaise with a range of internal and external stakeholders;
- Experience in providing secretariat support coordinating briefing packs, writing minutes and supporting the coordination across the Command;
- Be self-motivated, pro-active, organised, and enjoy being part of a team; and
- Have good judgement.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Tara Young, 02 6132 7037
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=174BA336-7A67-3272-7FA9-ED6

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Defence

Vacancy VN-0773857

Department of Defence

Closing Date:Wednesday 11 November 2026

Joint Operations Command
Headquarters Joint Operations Command

Job Title	Governance Officer
Job Type	Full-Time, Ongoing
Location	Bungendore NSW
Salary	$99,733 - $112,431
Future Merit Locations	Bungendore
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 6
Position Number	JOC/06046/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=77B4D575-9A3F-9E24-F16B-ED65EFF46647

Duties

The Role

The Governance Officer provides advice on complex governance activities and contributes to the coordination and delivery of governance work and policy development. Working under limited direction, you will exercise judgement in interpreting policy and applying frameworks to deliver compliant, high-quality outcomes.

You will support governance functions including assurance and audit activities, risk management, compliance monitoring, and enterprise performance reporting, including inputs to key Defence reporting processes. You will prepare high-quality governance products such as briefs, reports, internal and external committee papers.

You will work independently while engaging stakeholders across JOC to coordinate governance, risk, performance and assurance activities, anticipating and responding to business needs. You will also support team priorities, contribute to capability uplift through coaching and feedback, with opportunities for professional development.

Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location.

About our Team

The Directorate of Group Governance manages a range of governance functions for Joint Operations Command (JOC) including assurance, compliance, performance and risk, and integrates JOC inputs into Defence enterprise governance, assurance and reporting processes. It also manages and coordinates JOC Group responses and plans relating to both the Defence Transformation and Culture strategies.

The team sits within the Command Support Branch in Headquarters Joint Operations Command (HQJOC) and consists of an APS workforce that works with and alongside military personnel within a multi-domain environment. Products and policies produced by the Directorate integrate with the Defence enterprise and are used within the group to inform policy across relevant Group activities.

Our Ideal Candidate

Our ideal candidate will have an interest in developing internal communications and change management materials to assist with building the maturity of governance frameworks, group reporting, and group plans within a complex Defence environment.

You will understand the importance of performance reporting and be interested in working with the group and broader Defence enterprise to develop performance measures. You will also have exceptional networking and stakeholder engagement skills including the ability to influence others and coordinate responses from multiple areas.

You will demonstrate:

- Strong written and stakeholder engagement skills.
- Ability to interpret and apply policy, legislation and compliance requirements.
- Experience supporting governance, risk, assurance or performance activities.
- Sound analytical skills and the ability to provide clear, evidence-based advice.
- Ability to provide guidance and improve processes, frameworks and documentation.
- Ability to produce high-quality briefs, reports and governance artefacts.
- Experience supporting committees or governance forums (desirable).
- You must be able to obtain and maintain a Negative Vetting Level 2 Security Clearance.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Michelle Macarthur-King, 02 6212 0916
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=77B4D575-9A3F-9E24-F16B-ED

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Defence

Vacancy VN-0773858

Department of Defence

Closing Date:Wednesday 11 November 2026

Naval Shipbuilding and Sustainment Group
Major Surface Combatants

Job Title	Systems Engineer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$99,733 - $112,431
Future Merit Locations	Canberra, Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool will only be used for vacancies at the advertised location(s
Classification	APS Level 6
Position Number	NSSG/06051/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=AE820C1C-C9A4-808E-6C2D-ED65F0715EC9

Duties

The Role

You will be part of a dynamic team overseeing the design, development, installation and testing of Maritime Integrated Warfare Systems (MIWS). This may include the conduct or observation of testing activities in manufacturing plants, at the waterfront or out at sea. You will support SEA1200, an accelerated capability delivery of novel autonomous maritime systems. You will report to an EL 1 Engineering Manager.

Some of your key duties may include:

- Review, analysis and interpretation; undertaking assessments, technical investigations, design and development, verification and validation and testing in support of mandated system review activities across the Capability Life Cycle.
- Ensure operational, cyber and security, safety, and environmental aspects of the mission system are incorporated into the system design.
- Ensure establishment of capability baselines and conducting assurance activities for a wide range of maritime capabilities.
- Management of materiel risk.
- Preparation of technical plans and technical risk assessments, using tools such as TRMS.

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

About our Team

MIWS Branch under Major Surface Combatants and Combat Systems Division is an exciting and complex environment to work in, offering a rewarding career in one of the most dynamic organisations within NSSG. We work across both Acquisition and Sustainment environments to develop and deliver products into new shipbuilding programs and to provide updated/upgraded products to the existing RAN fleet, giving staff exposure to a wide variety of high profile maritime projects.

Our Ideal Candidate

MIWS are looking for an enthusiastic, motivated candidate with strong technical knowledge and engineering mindset to join our Branch. We pride ourselves in a positive, collaborative and supportive culture. For us it’s all about teamwork and we want people who want to be a part of the culture we’ve created. Our ideal candidate will enjoy working in a dynamic workplace across a wide technical domain.

The candidate will be able to create and maintain positive working relationships with internal and external stakeholders. MIWS is seeking a candidate who demonstrates integrity, professionalism, self-motivation, positive attitude towards challenges, and persistence in achieving outcomes. The candidate will be able to work under pressure with great resilience, remain focused on tasks and possess strong attention to detail.

The ideal candidate will have the following attributes:

- Mature judgement, professionalism and high level interpersonal skills.
- Demonstrated engineering experience within a team.
- An ability to meet deadlines, structure and prioritise workloads.
- Good written and verbal communication skills.

- An ability to adapt and excel in uncertain environments.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

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

Notes

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

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To Apply

Position Contact	Halle Knupkis, 02 5109 8656
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AE820C1C-C9A4-808E-6C2D-EI

Defence

Vacancy VN-0773859

Department of Defence

Closing Date:Thursday 05 November 2026

Capability Acquisition and Sustainment Group
Engineering, Technology and Materiel Logistics

Job Title	Director Materiel Protection
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	-
Future Merit Locations	Russell
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	Executive Level 2
Position Number	CASG/05357/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=1F522F77-9DD6-74E7-30E6-ED610EC897D9

Duties

The Role

Your role will be to lead the Directorate of Materiel Protection where you will develop, implement and oversee a range of policy and technology programs protecting Australia’s most sensitive sovereign technologies.

As Director Materiel Protection:

- You will have a leading role in developing and implementing policies and programs to protect technologies and systems critical to Australia’s national security.
- You can expect to develop and manage integrated business and technical programs across whole of capability, whole of lifecycle, whole of enterprise. Establish policy, doctrine, and authoritative knowledge frameworks. Engage across Defence, Agencies, and Industry to deliver outcomes.
- You will coordinate and integrate high-level Electronic, Cyber and Systems Engineering processes across a suite of new and developing technology programs.

- Your day will consist of engineering, technology, and security reviews, program management, stakeholder engagement, team leadership and building culture across a small expert team.

About our Team

The Directorate of Materiel Protection leads a small team of specialists within Technology and Security Branch in the Defence Delivery Group. As Director Materiel Protection, you will work closely with other directorates within the Engineering Technology & Materiel Logistics Division, the broader DDG and with government and industry stakeholders. Your team will deliver Materiel Protection specific outcomes as part of our integrated professional engineering, cyber and logistics service offering.

Our Ideal Candidate

We are looking for:

- A professional engineer or technologist who is committed to delivering high-quality outcomes and achieving objectives within an established performance framework.
- A thoughtful and innovative practitioner who can contribute to the development and implementation of secure-by-design technology protection approaches across the broad Defence ecosystem.
- Proven experience in Engineering, Cyber, Security, Procurement, and Business management.
- A leader who can achieve complex goals and outcomes with a small expert team, and across a broad Defence, Government and Industry stakeholder group.
- Please note the successful candidate will be required to gain and maintain a Positive Vetting level security clearance.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

This position requires the individual to have obtained Engineers Australia Chartered Engineering Associate recognition (or ability to obtain status as of a Chartered Engineering Associate within three months) or relevant skills and work experience such that an individual can reasonably achieve a recognised AQF qualification if required by the position.

Notes

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To Apply

Position Contact	Craig Hamilton, 02 5109 8927
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1F522F77-9DD6-74E7-30E6-ED(

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Defence

Vacancy VN-0773862

Department of Defence

Closing Date:Monday 02 November 2026

Associate Secretary Group
Defence Counsel Services

Job Title	Administration Manager
Job Type	Full-Time, Ongoing
Location	Fyshwick ACT
Salary	$124,393 - $140,315
Future Merit Locations	Fyshwick
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool used for vacancies at any location supporting flexibility.
Classification	Executive Level 1
Position Number	ASG/04823/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=B3F9213C-6324-A30B-799E-ED65F112C243

Duties

The Role

As the EL 1 Administration Business Manager, you will provide strategic leadership and operational oversight within a legal services environment. You will lead a team of administrative officers and will be responsible for workforce management, governance, business operations, resource planning and continuous improvement initiatives that support the delivery of high-quality legal and administrative services.

You will work closely with senior leaders, legal officers and other stakeholders to drive organisational performance, manage competing priorities and ensure the effective delivery of services in a complex and dynamic environment. The role requires sound judgement, strong leadership capability and the ability to identify and manage organisational risks while fostering a positive and high-performing team culture.

This is an excellent opportunity for a motivated leader who enjoys balancing strategic thinking with operational delivery and is passionate about developing people, improving processes and achieving organisational outcomes.

Key Responsibilities:

- Lead and manage an administrative team to achieve service delivery objectives.
- Drive workforce planning, performance management and staff development initiatives.
- Oversee business operations, governance and compliance activities.
- Manage resources and workloads to meet operational demands and organisational priorities.
- Lead continuous improvement projects and business transformation initiatives.
- Build productive relationships with internal and external stakeholders.
- Monitor performance, identify risks and implement mitigation strategies.
- Ensure compliance with legislative, policy and procedural requirements.
- Foster a collaborative, inclusive and high-performing workplace culture.

About our Team

Defence Counsel Services (DCS) provides independent legal assistance to eligible ADF members across a broad range of legal matters. The team comprises legal officers and support staff located across Australia, delivering timely, professional and client-focused legal services in a high-volume operational environment.

The team manages a significant national caseload, supports members through often complex and sensitive circumstances, and works closely with Defence stakeholders to ensure legal assistance services remain accessible, effective and responsive. Through the delivery of high-quality legal advice and assistance, the team contributes to Defence's commitment to supporting its people, maintaining trust in Defence processes, and promoting fair and lawful decision-making.

Our Ideal Candidate

Defence Counsel Services (DCS) is seeking a high-performing EL 1 to lead a geographically dispersed team delivering legal assistance services to ADF members. The role is responsible for workforce leadership, operational management, resource allocation and governance, ensuring the effective delivery of a high-volume legal practice.

The successful applicant will provide strategic advice, manage competing priorities, oversee complex and sensitive matters, and work closely with senior stakeholders across Defence.

The ideal candidate will be an experienced people leader with strong judgement, communication and organisational skills. They will be comfortable operating in a fast-paced environment, leading teams through change, managing risk, and driving continuous improvement while maintaining a strong focus on client service and staff wellbeing.

Key requirements:

- Demonstrated leadership and people management experience, including leading geographically dispersed teams.
- Strong organisational skills with the ability to manage competing priorities, resources and risk in a high-volume operational environment.
- Excellent communication and stakeholder engagement skills, with the ability to provide strategic advice and influence outcomes at all levels.

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 advertising agency.

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To Apply

Position Contact	Matthew Punter, 07 3903 8210
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B3F9213C-6324-A30B-799E-ED(

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Defence

Vacancy VN-0773868

Department of Defence

Closing Date:Wednesday 11 November 2026

Naval Shipbuilding and Sustainment Group
Patrol Boats and Specialist Ships

Job Title	Contracting Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Henderson WA, Sydney NSW
Salary	$99,733 - $112,431
Future Merit Locations	Canberra, Henderson, Sydney
Office Arrangement	On Site;Flexible
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	NSSG/06062/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=178D1EF5-2751-BF6B-DB23-ED65F1E23301

Duties

The Role

As an APS 6 Contracting Officer within the Offshore Patrol and Specialist Ships (OPSS) Branch, you will experience diverse and meaningful work supporting the Branch with procurement, contracting and contract management.

In this role, you will:

- Provide commercial advice and support to contract managers, project personnel and stakeholders across OPSS Branch Acquisition Projects.
- Manage and maintain commercial governance frameworks, including procurement and contracting policies, processes, templates and guidance.
- Monitor and report on contractual obligations, deliverables and key commercial activities to support compliance and performance outcomes.
- Identify commercial risks and contract change requirements and develop mitigation strategies in accordance with Defence policy and contractual frameworks.

- Undertake procurement activities in accordance with the Commonwealth Procurement Rules (CPRs), Defence procurement policies, and legislative requirements.
- Support the development of commercial capability within OPSS Branch through mentoring, guidance and knowledge sharing activities.

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

About our Team

The OPSS Branch delivers some of Defence's most visible and impactful maritime capability acquisitions. Our work directly contributes to Australia's national security, maritime surveillance, and border protection, through the acquisition of patrol boats, specialist vessels, and emerging maritime capabilities.

We are responsible for a diverse portfolio that includes the Arafura Class Offshore Patrol Vessels, Evolved Cape Class Patrol Boats, the Australian Watercraft and Seaboats Panel, and a range of other capability to support emerging operational requirements.

Our culture strikes a strong balance between professionalism and authenticity. We value initiative, strategic thinking, fresh perspectives, and the confidence to challenge constructively. People are trusted to take ownership, work collaboratively and bring fresh perspectives to complex problems.

Our Ideal Candidate

We are seeking an experienced and motivated individual with:

- Demonstrated experience in managing complex contracts and delivering commercial outcomes, including the management of strategic suppliers and high-value agreements.
- A strong understanding of procurement, contracting and commercial governance principles, with the ability to interpret and apply legislation, policy, contractual frameworks and government requirements.
- The ability to provide strategic commercial advice to senior executives, identify and manage commercial risks and opportunities, and contribute to organisational objectives through effective contract and supplier management.
- The ability to analyse complex issues, manage competing priorities and deliver outcomes within tight timeframes.
- Our ideal candidate will demonstrate strong organisational skills and a high level of attention to detail, with the ability to proactively manage competing priorities and deliver outcomes within tight timeframes. They will possess effective communication and stakeholder engagement skills, enabling them to build productive working relationships and collaborate effectively across diverse teams.

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 advertising agency.

About the Department of Defence

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To Apply

Position Contact	Jean Cormick, 02 5131 3387
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=178D1EF5-2751-BF6B-DB23-ED

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Defence

Vacancy VN-0773873

Department of Defence

Closing Date:Monday 09 November 2026

NAVY
Head Navy Engineering

Job Title	National Resource Coordinator
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	$99,733 - $112,431
Future Merit Locations	Garden Island
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NAVY/05725/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=897A294E-4874-8436-D51C-ED65F2C8BFE7

Duties

The Role

The National Resource Coordinator is an APS6 position responsible for coordinating financial, procurement, resource and project management activities across Fleet Support Unit – Australia (FSU-AUST). Reporting to the Deputy Director Resources, the role leads a small, nationally dispersed team, setting priorities, coordinating workflows and establishing consistent national practices. The position works closely with many Defence stakeholders to support Navy operational and sustainment priorities through effective planning, funding allocation and resource management.

Key responsibilities include coordinating the annual budget build, consolidating regional funding requirements, monitoring expenditure and preparing national forecasts, reports and advice. The role oversees financial records, reconciliation and compliance activities, coordinates procurement and provides guidance on financial procedures and governance requirements. The occupant also resolves complex enquiries, identifies emerging risks and opportunities, maintains work instructions and reporting processes, and develops team capability through coaching and knowledge sharing.

About our Team

Fleet Support Unit (FSU) is the home of the Navy's uniformed technical workforce when they are ashore. FSU is a core provider of repair and maintenance services – improving the seaworthiness of the Navy's ships, submarines and other Commonwealth of Australia maritime assets. We work in conjunction with Navy, other Defence Groups, our Allies, and our industry partners to deliver complex maritime maintenance outcomes for the Commonwealth.

In addition to being involved in safeguarding Australia's sovereignty, security and prosperity, you will also have access to competitive working conditions.

As an Australian Public Servant in Defence, you will be supported in balancing work and family priorities and the remuneration package includes a generous superannuation contribution (15.4%).

The FSU team has up to 900 employees at any one time, is comprised of Navy officers, senior sailors, and junior sailors (marine technicians, electronic technicians, and boatswains mates), and is supported by a small team of Australian Public Service staff. The National Resource Coordinator will work from the National Office, on base at HMAS Kuttabul (Potts Point NSW).

Our Ideal Candidate

Our ideal candidate is a capable and organised leader with experience in resource coordination, financial management or project support within a complex organisation. They will be confident managing budgets, forecasting expenditure, coordinating procurement and translating regional requirements into clear national priorities. They will demonstrate sound judgement, strong analytical skills and the ability to provide practical advice while applying relevant policies and governance requirements.

They will build effective relationships across a geographically dispersed workforce, lead a small team and work independently under broad direction. Strong communication skills, attention to detail and the ability to resolve complex issues and competing priorities are essential.

Experience within Defence or a comparable government environment, together with relevant qualifications in project management, business or finance, would be highly regarded.

Eligibility

Security Cearance

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

Notes

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To Apply

Position Contact	Grant Melzer, 02 8440 0981
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=897A294E-4874-8436-D51C-ED6

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Defence

Vacancy VN-0773883

Department of Defence

Closing Date:Monday 16 November 2026

Air Force
Air Command Australia

Job Title	Aeromechanical Engineer / Technical Specialist
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	$99,733 - $112,431
Future Merit Locations	Edinburgh
Office Arrangement	On Site;Flexible
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	AF/06006/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=B4C29F14-B9EA-D9C2-C3A1-ED65F3138CE8

Duties

The Role

Become a vital part of the RAAF's Air Warfare Engineering Squadron (AWE SQN), supporting aircraft and flight trials as an Aeromechanical Engineer / Technical Specialist. This position offers a wide variety of challenging and rewarding tasks, as well as the opportunity to be involved in supporting Army and Air Force flight trials.

Your specialist aeromechanical knowledge will be utilised within Systems Development Flight to:Engineer designs across all Australian Defence Force platforms in the maritime, aviation domains, including designs on highly specialised flight test instrumentation support of aircraft stores compatibility flight clearances.

Provide on-site engineering and technical expertise on in-service capability to support customers.

Plan and execute aerospace air and ground verification and validation activities.

Provide technical advice, analysis and recommendations on aerospace systems across the broader organisation.

Conduct technical investigations, report findings and provide recommendations to management.

About our Team

AWE SQN is a Defence unit operating as a Defence Aviation Safety Authority (DASA) Approved 21J Design Organisation dedicated to the provision of specialist engineering designs and advice for:

- Aircraft Instrumentation and Specialist Aerospace Advice.
- Specialist Air Weapons and Stores Advice, including loading, clearance and employment of stores.
- Electromagnetic Compatibility and Radio Frequency Analysis Advice.
- Aerodynamic Modelling and Weapon Danger Area Safety Assessment.
- Prototyping and Mechanical / Electrical Manufacture of designs.

This is not only a rare opportunity to grow your career in an exciting environment, but also allows you to be an integral part of a team which significantly contributes to Defence capability.

Our Ideal Candidate

Our ideal candidate will possess the following skills and attributes:

- Excellent communication skills and a high level of technical writing skills.
- Demonstrates personal drive while consistently upholding organisational values.
- Share responsibility for the achievement of team goals and objectives.
- Excellent attention to detail.
- Actively contribute to solving complex technical problems.
- Ability to multi-task and deliver multiple projects concurrently.

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

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To Apply

Position Contact	Sureshan Suntharalingam, 02 5109 9453
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B4C29F14-B9EA-D9C2-C3A1-EI

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Defence

Vacancy VN-0773888

Department of Defence

Closing Date:Monday 09 November 2026

Security and Estate Group
Service Delivery Division

Job Title	Digital Service Demand Manager
Job Type	Full-Time, Ongoing
Location	Bandiana VIC, Canberra ACT, Melbourne VIC
Salary	$124,393 - $140,315
Future Merit Locations	Bandiana, Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	SEG/05985/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=3B30F75D-2B9D-2E41-9D85-ED662F0287AE

Duties

The Role

The EL1 Digital Service Demand Manager leads the intake, assessment and progression of digital service opportunities from initial demand through to delivery. The role is responsible for managing the product and program backlog, coordinating governance approvals, and setting the foundation for effective engagement between business stakeholders and delivery teams.

The Digital Service Demand Manager oversees business case development, including scope, benefits, costs, delivery timeframes and success measures, and ensuring initiatives align with organisational priorities. The position works closely with business owners, product managers and technical teams to support release planning, prioritisation and iterative delivery. The role also monitors and tracks benefits realisation, identifies continuous improvement opportunities, and ensures lessons learned are incorporated into future proposals and investment decisions.

This role is part of the leadership team across the end-to-end digital lifecycle, ensuring a consistent, transparent and value-driven front door process.

About our Team

The Digital Service Delivery Directorate has a customer-first, user-centred, agile focus and thrives on working closely with stakeholders across our organisation to solve problems and deliver simple, guided and integrated solutions. Members of our team are passionate about improving service delivery and enjoy the challenge of working in a fast paced, challenging and rewarding environment.

We promote a culture of excellence and curiosity to deliver exciting and challenging high profile projects that contribute to a smarter digital future for Defence capability. We offer flexible work arrangements, a great work-life balance and access to the best nationally recognised training and development programs in the market to facilitate professional and career advancement opportunities.

Our Ideal Candidate

Our ideal candidate is a collaborative and outcomes-focused leader with strong experience in digital service delivery, demand management and governance. They excel at building trusted relationships with stakeholders, facilitating business engagement, and translating strategic priorities into deliverable outcomes.

They have demonstrated experience assessing, prioritising and progressing initiatives through approval processes, developing business cases, and balancing competing demands. Strong communication, analytical and problem-solving skills are essential, along with the ability to influence decision-making and align business and technical stakeholders.

The successful candidate will build and lead a high-performing team, fostering a culture of accountability, continuous improvement, collaboration and customer focus. They are organised, adaptable and committed to delivering measurable business value through effective planning, prioritisation, performance monitoring and benefits realisation.

Eligibility

Security Clearance

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

Notes

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To Apply

Position Contact	Rachel Campbell, 0419 262 064
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3B30F75D-2B9D-2E41-9D85-ED

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Defence

Vacancy VN-0773909

Department of Defence

Closing Date:Thursday 12 November 2026

Defence People Group
Joint Support Services

Job Title	Defence Social Worker
Job Type	Full-Time, Ongoing
Location	Rockingham WA
Salary	$99,733 - $112,431
Future Merit Locations	Rockingham
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Candidates are required to work in the location advertised on a regular basis. Merit pool used for vacancies at any location supporting flexibility.
Classification	APS Level 6
Position Number	DPG/06121/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=5B86692A-DC75-FDA5-1507-ED662C510D27

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 Exmouth and Karratha 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 advertising agency.

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To Apply

Position Contact	Kristy Brown, 0410 694 382
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=5B86692A-DC75-FDA5-1507-ED

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Defence

Vacancy VN-0773916

Department of Defence

Closing Date:Thursday 12 November 2026

Associate Secretary Group
Military Justice

Job Title	Trial Administrator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Fyshwick ACT
Salary	$89,841 - $96,829
Future Merit Locations	Fyshwick
Office Arrangement	On Site
Office Arrangement Details	Candidates are required to work in the location advertised. Merit pool will only be used for vacancies at the advertised location(s).
Classification	APS Level 5
Position Number	ASG/05980/26
Agency Website	

Job Description

https://defencecareers.nga.net.au/?jati=E6354A54-4AD3-6273-611F-ED662EA59C41

Duties

The Role

Our Trial Administrators work within the Office of the Judge Advocate General and support the Registrar of Military Justice to administer and manage Superior Tribunal proceedings in accordance with the Defence Force Discipline Act 1982. As a Trial Administrator overseeing proceedings, you will be required to assist administratively at listings and trials, manage diaries, tribunal listings and meetings and prepare correspondence and legal forms. The role involves sensitive material and issues and requires strong oral and written communication, infrequent interstate travel in support of trials, and the ability to work in a team. Trial Administrators are expected to liaise professionally with ADF and APS members of all ranks and levels, within the office, the Department and external stakeholders. Located in Fyshwick ACT, this role requires in person work and cannot be done remotely, however flexible work arrangements may be supported.

About our Team

The trial administration team is a small team, which consists of an APS 6 Senior Trial Administrator and four APS 5 Trial Administrators (Paralegals). This team supports the Registrar of Military Justice and the Chief Judge Advocate as well as other senior ADF members within the Office of the Judge Advocate General. This is an inclusive environment and all employees are

required to uphold the APS code of conduct and Defence values and behaviours. The Office of the Judge Advocate General works independently from Defence Legal as a military justice statutory entity.

Our Ideal Candidate

The ideal candidate for this role is someone with strong administrative, communication and paralegal skills. They will have a strong working knowledge of the Microsoft suite, the ability to become proficient in different Audio Visual technologies to support trials and the capacity to develop a solid knowledge of the processes and procedures required by the Defence Force Discipline Act 1982. Applicants need to demonstrate excellent time management skills, attention to detail, a continuous improvement mindset, and be a proactive problem solver. They will have a high level of integrity, discretion, and actively cultivate a positive workplace culture.

Eligibility

Security Clearance:

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

Notes

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To Apply

Position Contact	Natalie Byrne, 02 5131 5309
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E6354A54-4AD3-6273-611F-ED6

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Education

Vacancy VN-0773860

National Gallery of Australia

Closing Date:Sunday 08 November 2026

CFO and Commercial
Commercial Operations

Job Title	Art Store Sales Assistant
Job Type	Casual, Non-Ongoing
Location	Parkes ACT
Salary	-
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	On-site position within the Art Store
Classification	APS Level 2
Position Number	2300
Agency Website	https://nga.gov.au

Job Description

https://nga.gov.au/about-us/jobs/

The Art Store is a place where people can take a piece of their National Gallery experience home. The position of Art Store Clerk provides strong customer service in addition to assisting with day-to-day store operations.

The Art Store clerk will assist the Art Store Supervisor to ensure the Store is always appropriately stocked and presentable as well as providing support for the logistics function of receiving, pricing and storing merchandise.

The Art Store Clerk is an efficient, clear communicator with strong problem solving and multi-tasking skills. They have up to date knowledge about the merchandise in the Art Store as well as the Gallery’s current exhibitions and displays.

The position of Art Store Clerk is a role within our fun and energetic Art Store Team and reports to the Art Store Supervisor. The role is responsible for providing frontline, on-site assistance to our valued customers in the Art Store.

The Art Store roster operates on a fortnightly pattern and will be distributed based on availability of causal team members. The Gallery is open every day of the year (except Christmas Day) from 10am – 5pm.

Duties

In accordance with the APS 2 work level standards, you will have the following key responsibilities:

- Actively engage with customers within the Art Store, process retail transactions and provide a great customer experience to ensure that customer needs are met and the customer service that you provide is efficient and compliant with National Gallery procedures.
- Contribute to the daily operations of the Art Store by assisting the Art Store Supervisor/Logistics with receiving, pricing, re-stocking and straightening displayed merchandise. Cleaning the merchandise and display spaces within the Store each day.
- Contribute to the continuous improvement of quality and efficiency of services and work processes within the Art Store Team.
- Work under routine direction against priorities and procedures while exercising some autonomy, ensuring the completion of allocated tasks within required timeframes and compliance with set procedures
- Assist in responding to email enquiries for the Art Store.

Eligibility

Citizenship – To be eligible for employment with the Gallery, you must be an Australian citizen.

Police Check – to be eligible for this role you must complete a police check.

ADDITIONAL INFORMATION - Qualifications, Certifications and Registrations

Role specific mandatory qualifications certification and/or registrations include:

- Employees in these roles need to be physically fit - high level of manual handling, reaching, bending, or squatting, pushing and/or pulling with repetitive movement including lifting items over 15kg.
- Customer service experience in a retail or public facing role will be to your advantage.

Notes

HOW TO APPLY

To apply for this role please go to the National Gallery's Careers portal.

You should provide a tailored CV (**maximum of three pages**) along with a **statement** of no more than **two pages** that outlines your skills, capabilities and experience, against the information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the information above. Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. If you do not wish to be added to an order of merit, please notify us in your application.

About the National Gallery of Australia

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values include Boldness, Integrity, Respect, and Excellence.

To Apply

Position Contact	Rose Townsend, 02 6240 6783
Agency Recruitment Site	https://nga.gov.au/about-us/jobs/

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Education

Vacancy VN-0774082

National Gallery of Australia

Closing Date:Sunday 22 November 2026

Marketing, Communications & Visitor Experience
Learning

Job Title	Volunteer and Tours Program Coordinator
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	$75,279 - $81,830
Future Merit Locations	Parkes
Office Arrangement	On Site;Flexible
Office Arrangement Details	On-Site Position with flexible conditions. Some after hours and weekend work is required.
Classification	APS Level 4
Position Number	6005
Agency Website	https://nga.gov.au

Job Description

https://nga.gov.au/about-us/jobs/

National Gallery learning programs celebrate creative practice and provide audiences across Australia with opportunities to engage with art, artists, stories and ideas. Volunteers make an important contribution to these programs.

The Volunteer and Tours Program Coordinator coordinates the Learning team's volunteer program. This includes the Voluntary Guides, who deliver daily tours of the national collection and exhibitions, and volunteers supporting engagement spaces, access programs and other learning programs.

The Volunteer and Tours Program Coordinator is the primary operational contact for Learning volunteers. The role is responsible for coordinating for volunteer training, meetings and events, working with curators to coordinate curatorial talks and exhibition walk-throughs that prepare volunteers for each new exhibition. The role also coordinates the daily tours program including guided tour bookings and provides daily support to Voluntary Guides on weekdays The role contributes ideas for new tour formats and volunteer opportunities that connect audiences with the National Gallery's artistic program and supports their trial, evaluation and implementation.

The Volunteer and Tours Program Coordinator recruits, onboards, rosters and supports volunteers, and works with Program Convenors to match volunteers to program needs. The role also provides administrative support to the Guides Executive, including coordinating meeting logistics and distributing agendas, papers and communications to guides.

The Volunteer and Tours Program Coordinator maintains the systems that support the volunteer program, including information management system, Better Impact, and contributes to reporting and evaluation. The role coordinates ticketing requirements for tours and tickets in Tessitura, builds and updates tour pages in Wagtail, and contributes to reporting and evaluation. The role will undertake training in the National Gallery's Creative Learning Approach.

The position reports to the Operations Coordinator and works closely with the Public Programs Manager, who sets the strategic direction for the volunteer program and leads the relationship with the Guides Executive. The role also works closely with teams across the Gallery including Marketing, Curatorial, Exhibitions and Visitor Experience.

This is an ongoing, full-time position. Some weekend and evening work is required.

Duties

In accordance with the APS 4 work level standards, you will have the following key responsibilities:

- Coordinate the Learning volunteer program, including recruitment, onboarding, rostering and records for volunteers supporting tours, engagement spaces, access programs and other learning programs.
- Coordinate volunteer training, meetings and events, from planning and set-up through to delivery and debrief.
- Work with curators to coordinate and host curatorial talks and exhibition walk-throughs for volunteers.
- Support continuous improvement including coordinating training, gathering feedback and supporting peer learning among volunteers.
- Coordinate the daily tours program and group tour bookings, support the trial and evaluation of new tour formats and work closely with the Marketing team on tourism opportunities.
- Provide on-the-day support to volunteers during weekdays.
- Coordinate volunteer communications and provide administrative support for Guides Executive and guides meetings, including logistics and distributing papers.
- Coordinate tour builds in Tessitura, build and update tour pages in Wagtail, maintain Better Impact, and report on attendance and feedback.
- Contribute to risk assessments and implement risk management practices for volunteer activities, including incident reporting.
- Work with the Public Programs Manager and Operations Coordinator to review processes and procedures. Support the Voluntary Guides through periods of change as required.
- Participate in training in the Creative Learning Approach and in collaborative planning with the Learning team.
- Support the delivery of Learning programs and events as required and contribute to a collegiate team culture and work health and safety.

Eligibility

Citizenship – To be eligible for employment with the Gallery, you must be an Australian citizen.

Police Check – to be eligible for this role you must complete a police check.

Working With Vulnerable People Check (WWVP) – to be eligible for this role you must hold a current WWVP card.

Notes

HOW TO APPLY

To apply for this role please go to the National Gallery's Careers portal.

You should provide a tailored CV (**maximum of three pages**) along with a **statement** of no more than **two pages** that outlines your skills, capabilities and experience, against the information above.

In your statement response you should keep in mind the capabilities and behaviours required to be successful for this role, as identified in the information above. Try not to duplicate information that can be found in your CV but do highlight any specific examples or achievements that demonstrate your ability to perform the role.

An order of merit or merit pool, may be established from this selection process and may be used to fill future identical vacancies over the next 18 months. Selection may be based on application and referee reports only. If you do not wish to be added to an order of merit, please notify us in your application.

About the National Gallery of Australia

The National Gallery is one of Australia's leading visual arts institutions. The National Gallery is based in Canberra and is a vital part of the Australian cultural landscape. Our Purpose is to collect, preserve, promote and share the national collection of art. The Vision of the National Gallery is to be the international reference point for art in Australia, inspiring all people to explore, experience and learn. Our Values include Boldness, Integrity, Respect, and Excellence.

To Apply

Position Contact	Victoria Bennett, 02 6120 2964
Agency Recruitment Site	https://nga.gov.au/about-us/jobs/

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Finance

Vacancy VN-0774060

Independent Parliamentary Expenses Authority

Closing Date:Thursday 19 November 2026

Client Services Branch

Job Title	Chief of Client Services
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Forrest 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	Flexible working arrangements may be considered, subject to operational requirements
Classification	Senior Executive Service Band 1
Position Number	69546
Agency Website	https://www.ipea.gov.au/about-ipea

Job Description

https://www.ipea.gov.au/about-ipea/employment

Reporting to the Chief Executive Officer, the Chief of Client Services leads the Client Services Branch and is an integral member of IPEA’s Executive Team. The role provides visible,

values-based enterprise leadership across IPEA's client facing functions and is responsible for building organisational capability to support the delivery of IPEA's legislated functions and related performance outcomes.

Operating with a high degree of independence, the Chief of Client Services strategic, operational and technical advice to the CEO and Executive Team. The role oversees and strengthens core service delivery, advice, education and administrative capabilities while maintaining focus on continuous improvement in a complex, risk sensitive and highly scrutinised parliamentary environment.

Duties

- Service delivery leadership
- Travel and office advice and education
- Travel administration
- Strategic leadership
- People leadership and capability development
- Collaboration and stakeholder engagement
- Communications, engagement and reputation
- Partnerships and service delivery

It is highly desirable that the successful candidate has legal qualifications, experience or a demonstrated understanding of legal frameworks and processes.

The successful applicant will demonstrate capability in line with the SES Band 1 Work Level Standards and will have the following capabilities and qualities:

- Leadership and accountability
- Management diversity and span
- Stakeholder management
- Job context and environment
- Independence and decision-making
- Enterprise leadership

Further information about the key responsibilities, capabilities and qualities is available in the candidate information pack on the IPEA website.

Eligibility

This is a designated security assessed position. The successful applicant will be required to have or obtain and maintain a security assessment at the Negative Vetting 1 level.

Notes

Your completed Personal Particulars Form, along with your pitch and resume should be emailed to: IPEARecruit@ipea.gov.au

The Personal Particulars Form can be found on the Working at IPEA page on the IPEA website.

All SES employees are expected to model and promote the APS Values and Code of Conduct and leadership behaviours outlined in the Australian Public Service Commission (APSC) Integrated Leadership System and Secretaries' Charter of Leadership Behaviours.

The APSC is a central agency within the APS with a critical leadership role in contributing to the future capability and sustainability of the SES. Further information about working in the SES is available on the APSC website at SES Information.

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

About the Independent Parliamentary Expenses Authority

The Independent Parliamentary Expenses Authority's (IPEA) roles and functions reflect those prescribed in the Independent Parliamentary Expenses Authority Act 2017 and include: • providing advice to parliamentarians and their staff on travel expenses, allowances, and related expenses • administering travel expenses, allowances, and related expenses, including processing these claims • reporting on work expense claims • auditing work expense claims

To Apply

Position Contact	IPEA Recruitment, 02 6215 3470
Agency Recruitment Site	https://www.ipea.gov.au/about-ipea/employment

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Foreign Affairs and Trade

Vacancy VN-0773910

Austrade

Closing Date:Sunday 08 November 2026

Job Title	Policy Adviser
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW
Salary	$92,823 - $113,746
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are in place and specific details can be negotiated in accordance with our Enterprise Agreement
Classification	APS Level 5;APS Level 6
Position Number	6537_10/26
Agency Website	https://www.austrade.gov.au/about/employment

Job Description

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

We are looking to fill a small number of vacancies at APS5 and APS6 level in the Ministerial and Policy Coordination Branch, as well as establish a merit pool for future vacancies across Austrade’s Government and International Division.

Ministerial and Policy Coordination Branch drives Austrade’s engagement with Ministerial, Government, parliamentary processes and coordinates Austrade's engagement in whole of government policy to support trade, investment and tourism outcomes to support Australia's economic prosperity. Our Branch:

- Coordinates Austrade’s engagement with Ministers, Cabinet and Parliament.
- Provides policy leadership on government processes, including the Federal Budget, development of new policy proposals and delivery of government priorities.
- Connects Austrade expertise into government economic, trade and investment policy development with focus areas including but not limited to:
    - economic security,
    - critical technology, such as AI
    - Australian resources such as critical minerals and agrifood,
    - services including education, tourism and sport,
    - the transition to net zero,
    - and Australia’s international relationships.
- Coordinates Austrade engagement in key Commonwealth, state and territory trade forums (e.g. MCTI, SOTIG).

- Administers Austrade's access to key parliamentary and ministerial systems such as PDMS and CabNet+.

We are looking for engaged, innovative and enthusiastic team players with demonstrated experience building and maintaining good relationships across teams. You must be keen to work collaboratively, in a fast-paced, diverse and cross-cultural workplace, to help ensure government priorities are shaped by Austrade's commercial knowledge and real-world insights.

Duties

APS5 Policy Adviser:

- Support Austrade's engagement with Ministerial, Government, parliamentary processes.
- Support Austrade and whole-of-government policy coordination, monitoring and evaluation related to trade, investment, and tourism.
- Coordinate consultation with a range of policy stakeholders, including across state, territory and Commonwealth governments.
- Prepare evidence-based advice, briefings and correspondence for the Minister, Assistant Minister and Senior Executive.
- Be agile, a team player and contribute to other divisional priorities as needed.

APS6 Policy Adviser:

- Support Austrade's engagement with Ministerial, Government, parliamentary processes.
- Support Austrade and whole-of-government policy coordination, monitoring and evaluation related to trade, investment, and tourism.
- Engage and collaborate with a range of policy stakeholders, including across state, territory and Commonwealth governments, to influence policy and program settings.
- Lead the development of evidence-based advice, briefings and correspondence for the Minister, Assistant Minister and Senior Executive to inform and influence government deliberations on complex issues.
- Be able to engage on complex or sensitive matters with sound judgment.
- Be agile, a team player and contribute to other divisional priorities as needed

Eligibility

- **Australian citizenship** — our successful candidate must be an Australian citizen.
- **Security clearance** — our successful candidate is required to hold, or have the ability to obtain, and maintain an Negative Vetting Level 1 security clearance. An NV2 clearance is required for other roles in Austrade's Government and International Division, for which this process may be used to establish a merit pool.
- **Pre-employment checks** — your suitability for employment will be assessed through a pre-employment screening process.

Notes

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

About the Austrade

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

To Apply

Position Contact	Ian McWhirter, +61 (2) 6201 7354
Agency Recruitment Site	https://austradejobs.nga.net.au/cp/

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Foreign Affairs and Trade

Vacancy VN-0773869

Australian Secret Intelligence Service

Closing Date:Monday 09 November 2026

Job Title	Data Steward Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$100,451 - $138,523
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On-site
Classification	APS Level 4;APS Level 5;APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

https://www.asis.gov.au/

We are seeking skilled and motivated Data Stewards to help ensure our data is managed effectively, securely, and in compliance with legal and privacy obligations. You will maintain the reliability and trustworthiness of our data through data quality management processes, including monitoring and validation.

Your data analysis expertise will be essential for exploring data, uncovering insights, and supporting informed decision-making. You will also promote data literacy and foster a data-driven culture by educating users on data concepts and tools.

Strong collaboration and communication skills are vital for working with diverse stakeholders and clearly conveying complex data concepts. You will contribute to planning and coordinating work, building a strong team culture to enhance efficiency and effectiveness.

Duties

Role responsibilities

- Manage and curate data in accordance with existing compliance frameworks and specifications to enable its use in ASIS data tools and systems.
- Provide support and advice to business partners on data stewardship matters.
- Engage collaboratively with internal and external stakeholders, promoting effective communication and contributing positive team results.

- Support data governance initiatives by adhering to established policies and maintaining data quality and integrity.
- Contribute to the development of bespoke training courses and maintain educational resources on data management and use.
- Clearly and effectively communicate complex data concepts and issues to non-specialist users.

Core skills

We encourage applicants with the following skills and attributes to apply:

- Interest in data and its application: Passionate about leveraging data to drive insights and inform business decisions.
- Critical thinking: Able to interpret complex data, identify trends, and solve problems through logical reasoning.
- Technical skills: Proficient in using tools and technologies to manage, analyse, and visualize data effectively.
- Attention to detail: Meticulous in ensuring data accuracy, consistency, and quality through careful review and organisation.
- Curiosity and inquisitiveness: Driven by a desire to explore data, ask insightful questions, and uncover hidden patterns and trends.
- Communication skills: Clearly and effectively conveys complex data findings to both technical and non-technical stakeholders, fostering collaboration and understanding.

Education and qualification requirements

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

- Experience in one or more of the following areas; library and information services, data quality, data stewardship or data management practice would be highly regarded but not essential.
- Experience or ability to apply data management principles within the scope of relevant legislative and/or governance frameworks.
- Experience in championing data literacy would be highly regarded by not essential.
- Technical skills that assist in data manipulation would be highly regarded but not essential.

Eligibility

To be eligible for a role you must:

- Be an Australian citizen
- Be assessed as suitable to hold and maintain a TOP SECRET-Privileged Access security clearance
- For more information on eligibility please see the Protective Security Policy Framework which is publicly accessible at protectivesecurity.gov.au, Release 2026 section 18.5 provides information on Eligibility and suitability

Notes

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

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.

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

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/

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Foreign Affairs and Trade

Vacancy VN-0773923

Australian Secret Intelligence Service

Closing Date:Monday 09 November 2026

Not specified
Not specified Not specified

Job Title	Applications Tester L4 - L6
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$100,451 - $138,523
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On site
Classification	APS Level 4;APS Level 5;APS Level 6
Position Number	.
Agency Website	https://www.asis.gov.au

Job Description

https://www.asis.gov.au/

The role

The Applications Tester plays a crucial role in the quality assurance and testing of software applications. This role involves ensuring that software applications meet high-quality standards, are free of defects, and function effectively, which is essential for the successful delivery of essential services and programs. The Applications Tester works closely and collaborates with development teams, SCRUM teams, Product Owners and stakeholders to identify and rectify issues and improve the overall user experience. You will assist in User Acceptance Testing, contiunous improvement, contribuite to comprehensive and accurate records, and assist in ensuring that software testing activities comply with relevant standards, regulations, and security requirements.

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

Duties

Role responsibilities

The following is an overview of key responsibilities and tasks:

- Test Planning: Ensure proper time management of testing tasks based on the priority of projects and tasking.
- Test Case Design: Create detailed test cases, scripts, and scenarios to thoroughly assess the functionality, performance, and security of applications.
- Test Execution: Perform systematic and rigorous testing of software applications, including functional, integration, regression, and performance testing.
- Defect Identification and Reporting: Identify, document, and prioritise defects and issues discovered during testing, providing clear and actionable information to developers for resolution.
- Test Automation: Develop and maintain test automation scripts to streamline testing processes and increase test coverage.

Core skills

We encourage applicants with the following skills and attributes to apply:

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

Education and qualification requirements

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

· A degree in computer science, information technology, or a related field is preferred.

· Proven experience in software testing and quality assurance would be beneficial.

· Relevant certifications in software testing are advantageous.

Benefits of working at ASIS

ASIS employees enjoy access to generous workplace terms and conditions. Benefits include but are not limited to:

· Competitive salary plus 15.4% superannuation

· A variety of leave options including 22 days paid annual leave per year

· Paid leave between Christmas and New Year

· Domestic Relocation assistance for new staff to Canberra

· Health and wellbeing initiatives

· Salary packaging arrangements

· Learning and development opportunities including access to study assistance

· A variety of support services including but not limited to Employee Assistance Program (EAP) and a Staff and Family Support Office.

While ASIS officers are not able to work from home due to the classified nature of our work, staff have access to a range of flexible working arrangements. These include part time hours, condensed hours and/or flexible start/finish times to support other responsibilities.

ASIS conditions of service are similar to those applying for the Australian Public Service, for a full list of benefits and conditions see asis.gov.au

Eligibility

Eligibility

To be eligible for a role you must:

· Be an Australian citizen

· Be assessed as suitable to hold and maintain a TOP SECRET-Privileged Access security clearance

· For more information on eligibility please see the Protective Security Policy Framework which is publicly accessible at protectivesecurity.gov.au, Release 2026 section 18.5 provides information on Eligibility and suitability

Notes

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

Please note: ASIS does not provide feedback to unsuccessful applicants

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

Applications close: please refer to website

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/

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Health

Vacancy VN-0773664

Aged Care Quality and Safety Commission

Closing Date:Sunday 08 November 2026

Sector Capability and Regulatory Strategy
Data, Analytics and Intelligence

Job Title	Principal Intelligence Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Sydney NSW, Canberra ACT, Melbourne VIC, Hobart TAS, Brisbane QLD, Perth WA
Salary	$122,620 - $139,850
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work arrangements including work from home arrangements are negotiated on a case by case basis.
Classification	Executive Level 1
Position Number	533_10/26
Agency Website	

Job Description

https://agedcarequalitycareers.nga.net.au/?jati=C1CBA758-529B-473C-9F16-ED6451C4B18B

The Principal Intelligence Analyst is the senior intelligence specialist and operational delivery lead for the Regulatory Intelligence team. Working under the direction of the Assistant Director, the role leads execution of the Regulatory Intelligence Strategy through the coordinated delivery of timely, objective and actionable intelligence products.

The role exercises operational authority over intelligence intake, triage, sequencing and analytical delivery. It leads complex and high-priority analytical work, integrates analytical workstreams, provides authoritative quality assurance and advice, and supports the embedding of agreed intelligence governance, standards and methodologies. The role provides professional leadership, mentoring and task coordination, but does not have primary responsibility for staff performance management, workforce allocation or formal team leadership.

Duties

- Lead execution of agreed Regulatory Intelligence Strategy priorities by converting intelligence requirements into coordinated analytical activities, products and delivery timeframes.
- Lead complex Strategic Intelligence Assessments and other high-priority intelligence products, including defining analytical approaches, directing contributing workstreams and ensuring judgements are evidence-based and defensible.

- Oversee the end-to-end flow of intelligence work, including intake, triage, sequencing, dependencies, milestones and the redirection of analytical effort in response to emerging intelligence and changing priorities.
- Provide authoritative quality assurance and peer review to ensure intelligence products are clearly expressed, appropriately caveated and fit for executive and regulatory decision-making.
- Integrate intelligence from regulatory activity, internal data, stakeholder engagement, open sources and partner agencies, and translate findings into practical implications, options and recommended actions.
- Build trusted relationships and provide professional leadership, coaching and mentoring while embedding agreed governance, standards, methodologies, product frameworks and capability initiatives.

Eligibility

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

- Demonstrated experience leading complex intelligence analysis and producing high-quality strategic or operational intelligence products for executive, regulatory or risk-based decision-making.
- Excellent research, conceptual thinking, analytical and problem-solving skills, including sound judgement when evaluating incomplete, ambiguous, sensitive or contested information and applying structured analytical techniques.
- Strong ability to execute agreed strategic priorities through coordinated analytical delivery, including triaging requirements, directing analytical effort, integrating workstreams and managing competing demands and dependencies.
- Excellent written and oral communication skills, including concise and influential briefings and rigorous quality assurance for senior and diverse audiences.
- Strong stakeholder engagement and professional leadership skills, including building productive relationships, negotiating priorities, coordinating specialist effort, mentoring staff and constructively challenging assumptions.
- Strong regulatory intelligence and data literacy, integrity and professional courage, including appropriate handling of sensitive information and operation within legislative, policy and information-governance requirements.

Notes

- Salary offered will be between $122,620 - $139,850 per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps
- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

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

About the Aged Care Quality and Safety Commission

The Aged Care Quality and Safety Commission is the national regulator of Australian Government-funded aged care services. We protect and enhance the safety, health, wellbeing, and quality of life of people receiving aged care. This includes managing complaints and feedback about the care older people receive. We help build confidence and trust in aged care, by promoting best practice and a culture of safety and quality in the sector. We register providers and hold them to account if they don't meet expected standards of care. We work with providers, workers, older people, their families, and supporters to make sure they understand and uphold older people's rights.

To Apply

Position Contact	Brett Turner, (02) 9633 3262
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=C1CBA758-529B-473C-9

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Health

Vacancy VN-0773967

Aged Care Quality and Safety Commission

Closing Date:Tuesday 10 November 2026

Corporate
Digital Enterprise Service Management

Job Title	APS6 Service Transition Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Hobart TAS, Melbourne VIC, Adelaide SA, Perth WA
Salary	$99,784 - $112,571
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 such as part time hours/working from home days may be considered
Classification	APS Level 6
Position Number	20046737
Agency Website	

Job Description

https://agedcarequalitycareers.nga.net.au/?jati=C341B313-D59D-EAAD-70D9-ED66E048ED65

About the Team

The Service Management Office (SMO) is a function of the Enterprise Service Management section within the Digital branch of the Commission. Enterprise Service Management (ESM) enables service excellence across the Commission by providing responsive, user-focused support services and improving how services are delivered across the organisation. Bringing together the Digital Service Centre, End User Services, Application Support, and Infrastructure Support, along with service management governance, the team works closely with stakeholders to deliver consistent, efficient and reliable services, drive continuous improvement, and ensure staff have the tools, systems and support they need to achieve business outcomes.

About the Role

As the APS6 Service Transition Manager you will be responsible for the delivery of the Service Management Office (SMO) strategic vision providing end-to-end design, governance, and continuous optimisation of the Service Transition practice within the Digital group.

You will establish and maintain the policies, processes, and cultural initiatives required to manage the transition of digital data and technology services through their lifecycle. This role will ensure continuity of business operations by aligning with IT Service Management (ITSM) frameworks such as ITIL to ensure operational teams are prepared to support and maintain digital services.

You will work closely with business stakeholders and other Digital teams to understand and develop supporting deliverables fostering a culture of service excellence and innovation.

Duties

- Develop and implement Service Transition standards, policies, processes and templates.
- Facilitate impact assessments with project teams, business and service owners to validate transition requirements.
- Work with project teams and stakeholders to negotiate, define and sign-off transition plans and acceptance criteria.
- Manage the end-to-end transition of new or significantly updated digital services ensuring operational teams are prepared and ready for a seamless handover to business-as-usual (BAU).
- Coordinate activities through Change, Release, Deployment, Service Asset, Configuration, and Knowledge Management practices.
- Participate in working groups and other governance forums to report and provide guidance on Service Transition activities.
- Coordinate hyper-care periods, triage initial operational issues, and conduct post-transition -reviews.
- Monitor transition risks, dependencies, and roadblocks, providing clear status updates to relevant stakeholders at project team meetings and/or working groups.

Eligibility

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

- Bachelor’s degree in information technology, Computer Science, or a related discipline, or equivalent professional experience.
- Strong understanding and experience in ITIL service management practices.
- Demonstrated experience in project delivery, and technical support operations.
- Proven ability in guiding the implementation and adoption of a Service Transition practice.
- Understanding of ICT governance frameworks, compliance requirements, and risk management.
- Ability to support and encourage continual service improvement in business processes and systems.
- Strong stakeholder engagement skills to bridge gaps between technical developers, project managers, and support teams to negotiate solutions and resolve issues.
- Experience in implementing emerging trends and adapting to evolving ICT environments.
- Strong capability in managing change initiatives, ensuring smooth adoption of new technologies.
- Excellent communication and interpersonal skills, including the ability to negotiate.
- Ability to manage competing priorities and foster collaboration with other teams.

Notes

- Salary offered will be between $99,784- $112,571per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps
- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

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

- Please complete the application and submit by **11.30pm (AEDT) Tuesday 10 November 2026.**
- Follow our guidelines for candidate use of Artificial Intelligence (AI) throughout the recruitment process.

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

Specific questions about the roles can be directed to Evan Psarakis by emailing evan.psarakis@agedcarequality.gov.au with Position title in the subject line.

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

About the Aged Care Quality and Safety Commission

The Aged Care Quality and Safety Commission is the national regulator of Australian Government-funded aged care services. We protect and enhance the safety, health, wellbeing, and quality of life of people receiving aged care. This includes managing complaints and feedback about the care older people receive. We help build confidence and trust in aged care, by promoting best practice and a culture of safety and quality in the sector. We register providers and hold them to account if they don’t meet expected standards of care. We work with providers, workers, older people, their families, and supporters to make sure they understand and uphold older people’s rights.

To Apply

Position Contact	Evan Psarakis, 08 8432 1574
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=C341B313-D59D-EAAD-7

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Health

Vacancy VN-0773865

Australian Digital Health Agency

Closing Date:Wednesday 04 November 2026

Technology Services
Technology Operations Customer Support

Job Title	Senior Program Officer - Knowledge Management & Customer Support
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Canberra ACT
Salary	$101,379 - $114,373
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	TBC
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

Are you an experienced knowledge management professional who thrives on transforming complex information into clear, practical resources that improve customer experiences? Join the Australian Digital Health Agency and play a key role in supporting the delivery of critical digital health services that benefit millions of Australians.

As a Senior Program Officer within the Technology Operations Branch, you'll assist with the development and continuous improvement of knowledge articles, operational procedures, policies and support materials that enable high-quality customer support for My Health Record consumers and healthcare providers.

Reporting to the Knowledge Management Lead, you'll work across a complex digital health environment, partnering with stakeholders to ensure operational knowledge resources are accurate, compliant and fit for purpose. You'll use your analytical skills, stakeholder engagement capabilities and continuous improvement mindset to enhance service delivery outcomes

About the Agency

The Australian Digital Health Agency is transforming how Australians experience healthcare by enabling people and providers to access the information they need, securely, quickly and in one place. Through national digital services such as My Health Record, Electronic Prescriptions and the 1800Medicare App, we are building a connected health system that gives Australians greater control over their health.

Duties

Key Responsibilities

• Develop, maintain and enhance knowledge articles, operational procedures, policies and support resources for Contact Centre operations.

• Research and analyse complex operational issues, providing practical recommendations and specialist advice.

• Ensure knowledge resources align with legislative, policy and regulatory requirements.

• Monitor the effectiveness of knowledge content and identify opportunities for continuous improvement.

• Build strong relationships with internal stakeholders, vendors, external stakeholders and partner organisations.

• Facilitate workshops, meetings, training activities and knowledge-sharing initiatives.

• Contribute to strategic projects, service improvements and organisational initiatives.

Key Criteria

• Experience developing knowledge management content, operational procedures or business processes within a complex service delivery environment.

• Exceptional written communication skills with the ability to translate technical information into clear, user-focused content.

• Strong analytical, research and problem-solving skills.

• The ability to work independently, exercise sound judgement and deliver quality outcomes under limited direction.

• Proven stakeholder engagement and relationship management experience.

• Experience working within government, regulated environments or legislative and governance frameworks.

• Confidence working with a range of technologies and systems, including AI-enabled tools.

Eligibility

Australian citizenship is mandatory. Candidates must be able to obtain and maintain a national police clearance and the required security clearance, with the ability to attain a higher-level clearance if needed.

Notes

Our benefits

We offer a competitive 15.4% superannuation contribution, salary packaging options, and a Christmas closedown with no leave deduction. Our wellbeing program and EAP support a healthy work–life balance, while flexible work arrangements opportunities, including work from home, give you choice in how, when and where you work. You will enjoy modern collaborative workspaces and we also provide a wide range of leave options including parental, cultural, compassionate, emergency response and defence leave.

How to apply

To apply for these opportunities, please submit your resume and a cover letter (1 page maximum) addressing the requirements outlined above and in the candidate pack.

To learn more about the Agency, our employee benefits, and what our people have to say about working with us, visit our Careers page.

For queries relating to the application process, please contact the Talent Acquisition team at careers@digitalhealth.gov.au. For position-specific enquiries, please refer to the contact details provided in the candidate pack.

Closing date: Wednesday 4, November 2026 11:00pm (AEDT)

Salary: $101,379 - $114,373 plus 15.4% superannuation, depending on skills and experience.

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

About the Australian Digital Health Agency

Tasked with improving health outcomes for Australians through the delivery of digital healthcare systems and the national digital health strategy, the Australian Digital Health Agency (the Agency) commenced operations on 1 July 2016. The Agency is responsible for national digital health services and systems, with a focus on engagement, innovation and clinical quality and safety. Our focus is on putting data and technology safely to work for patients, consumers and the healthcare professionals who look after them

To Apply

Position Contact	Maree Norman, maree.norman@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0773866

Australian Digital Health Agency

Closing Date:Sunday 08 November 2026

Policy Programs and Engagement
National Program Delivery PRJ Share by Default

Job Title	Business Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Canberra ACT
Salary	$101,379 - $114,373
Future Merit Locations	Sydney, Brisbane, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	0352_10/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

https://digitalhealth.nga.net.au/?jati=B7A186AA-D136-12E5-3C6E-ED65F1BF058A

The Business Analyst plays a key role in supporting the delivery of strategic and operational initiatives by working closely with stakeholders to understand business needs, analyse processes,

identify improvement opportunities, and translate requirements into practical solutions. The role contributes to project delivery, business transformation, and continuous improvement activities by facilitating stakeholder engagement, documenting business requirements, supporting solution design, and ensuring business outcomes align with organisational objectives. The position requires strong analytical capability, sound judgement, and the ability to work collaboratively across multidisciplinary teams to deliver high-quality outcomes in a complex and evolving environment.

Duties

- Demonstrated experience in business analysis, including eliciting, documenting and managing business and functional requirements.
- Strong stakeholder engagement and relationship management skills, with the ability to influence and negotiate outcomes across diverse groups.
- Proven ability to analyse complex business processes, identify improvement opportunities, and develop practical recommendations.
- Experience facilitating workshops, meetings and consultation sessions to gather information and build stakeholder consensus.
- Excellent written and verbal communication skills, including the preparation of business documentation, reports, briefing papers and presentations.
- Strong analytical and problem-solving skills, with the ability to interpret data and provide evidence-based recommendations.
- Experience working within project delivery frameworks, Agile, Waterfall or hybrid methodologies.
- Ability to manage competing priorities, work independently, and deliver quality outcomes within agreed timeframes.
- High level of attention to detail and commitment to accuracy when developing business artefacts and documentation.
- Demonstrated ability to work collaboratively within multidisciplinary teams and contribute to a positive, outcome-focused culture.

Eligibility

Australian citizenship is a mandatory eligibility requirement. Candidates must be able to obtain and maintain both a national police clearance and a Baseline security clearance, with the capacity to attain a higher-level clearance if required by the Agency.

Notes

Please submit your resume and a cover letter (1 page maximum) addressing the requirements outlined above and in the candidate pack.

To learn more about the Agency, our employee benefits, and what our people have to say about working with us, visit our Careers page.

For queries relating to the application process, please contact the Talent Acquisition team at careers@digitalhealth.gov.au. For position-specific enquiries, please refer to the contact details provided in the candidate pack.

Artificial Intelligence (AI) may be used to support parts of our recruitment process, such as refining recruitment materials, and transcribing and summarising recorded interviews, however all hiring decisions are made by people, with AI used ethically, responsibly, transparently and in accordance with privacy requirements.

About the Australian Digital Health Agency

Tasked with improving health outcomes for Australians through the delivery of digital healthcare systems and the national digital health strategy, the Australian Digital Health Agency (the Agency) commenced operations on 1 July 2016. The Agency is responsible for national digital health services and systems, with a focus on engagement, innovation and clinical quality and safety. Our focus is on putting data and technology safely to work for patients, consumers and the healthcare professionals who look after them

To Apply

Position Contact	Gillian Shannon, Gillian.Shannon@digitalhealth.gov.au
Agency Recruitment Site	https://digitalhealth.nga.net.au/?jati=B7A186AA-D136-12E5-3C6E-ED65F

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Health

Vacancy VN-0773867

Australian Digital Health Agency

Closing Date:Sunday 08 November 2026

Policy Programs and Engagement
National Program Delivery Engagement and Dig Adoption

Job Title	Change Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT
Salary	$101,379 - $114,373
Future Merit Locations	Brisbane, Sydney, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	0353_10/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

https://digitalhealth.nga.net.au/?jati=1348E426-B0B0-AD8F-8146-ED65F1D6A4E0

The Change Analyst supports the planning, coordination and evaluation of change management activities across nationally significant digital health programs and projects. Working under limited direction, the role partners with program and project teams, business areas and external stakeholders to assess change impacts, support stakeholder engagement, monitor readiness and adoption outcomes, and contribute to the successful implementation of new systems, processes and ways of working. The position provides evidence-based insights, supports change planning and communications activities, and helps ensure stakeholders are informed, prepared and supported throughout the change journey

Duties

- Demonstrated experience supporting the planning, delivery and evaluation of change management activities, including change planning, stakeholder engagement, communications, readiness and adoption initiatives.
- Proven ability to undertake change impact assessments, stakeholder analysis and readiness assessments to support successful implementation outcomes.
- Strong analytical skills with experience interpreting data, stakeholder feedback and performance information to support decision-making and continuous improvement.
- Excellent stakeholder engagement and relationship management skills, with the ability to collaborate effectively across internal and external stakeholder groups.
- Strong organisational and coordination skills, including the ability to manage competing priorities, track progress and deliver outcomes within agreed timeframes
- Well-developed written and verbal communication skills, including experience preparing reports, briefings, presentations and stakeholder engagement materials.

- Sound judgement and problem-solving capability, with the ability to identify risks, issues and barriers to adoption and contribute to practical solutions. [
- Experience supporting large-scale transformation, digital delivery, implementation or organisational change initiatives within government or complex environments.
- Knowledge of change management methodologies, frameworks and tools, with relevant qualifications or certifications being highly regarded.
- Experience monitoring implementation progress, readiness, adoption outcomes and benefits realisation using reporting tools, surveys or performance measures

Eligibility

Australian citizenship is a mandatory eligibility requirement. Candidates must be able to obtain and maintain both a national police clearance and a Baseline security clearance, with the capacity to attain a higher-level clearance if required by the Agency.

Notes

Please submit your resume and a cover letter (1 page maximum) addressing the requirements outlined above and in the candidate pack.

To learn more about the Agency, our employee benefits, and what our people have to say about working with us, visit our Careers page.

For queries relating to the application process, please contact the Talent Acquisition team at careers@digitalhealth.gov.au. For position-specific enquiries, please refer to the contact details provided in the candidate pack.

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About the Australian Digital Health Agency

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To Apply

Position Contact	Gillian Shannon, Gillian.Shannon@digitalhealth.gov.au
Agency Recruitment Site	https://digitalhealth.nga.net.au/?jati=1348E426-B0B0-AD8F-8146-ED65F

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Health

Vacancy VN-0773976

Australian Digital Health Agency

Closing Date:Monday 09 November 2026

Digital Solutions
DSD Executive Executive

Job Title	Branch Support Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW
Salary	$84,492 - $89,277
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 arrangements available
Classification	APS Level 4
Position Number	0349_10/26
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

As an APS4 Branch Support Officer, you will provide administrative, corporate and executive support to a Branch Manager and senior leaders to help ensure the efficient operation of the branch. The role is responsible for coordinating a range of activities including diary and inbox management, meeting and travel arrangements, secretariat services, preparation of briefing

materials and correspondence, and supporting governance and business processes. You will work with stakeholders across the Agency to coordinate information, manage competing priorities and ensure business activities are delivered in a timely and organised manner.

The position requires strong organisational skills, attention to detail and the ability to work independently within established policies and procedures. You will contribute to the coordination of branch operations, support financial and administrative processes, and assist with continuous improvement activities that enhance business effectiveness. Multiple APS4 opportunities are available, including both full-time ongoing and non-ongoing positions, providing opportunities to support a variety of branches and business functions across the Australian Digital Health Agency.

Duties

Skills and experience (Essential criteria)

- Demonstrated experience providing executive or administrative support to managers or senior leaders, including managing diaries, coordinating meetings, arranging travel and monitoring shared inboxes.
- Experience delivering secretariat services, including preparing agendas and meeting papers, recording minutes, tracking actions and ensuring timely follow-up of outcomes.
- Demonstrated ability to prepare high-quality business documentation, such as correspondence, briefing notes, reports, presentations or other corporate documents, with a high level of accuracy and attention to detail.
- Proven ability to manage competing priorities and meet deadlines while coordinating multiple administrative activities and delivering quality outcomes in a fast-paced environment.
- Experience building and maintaining productive relationships with internal and external stakeholders, responding to enquiries and coordinating information to support business outcomes.
- Demonstrated experience using Microsoft Office and corporate business systems, including financial, procurement or SAP systems, to process transactions, maintain records and support branch operations.

Eligibility

Australian citizenship is mandatory. Candidates must be able to obtain and maintain a national police clearance and the required Baseline security clearance, with the ability to attain a higher-level clearance if needed.

Notes

Artificial Intelligence (AI) may be used to support parts of our recruitment process, such as refining recruitment materials, and transcribing and summarising recorded interviews, however all hiring decisions are made by people, with AI used ethically, responsibly, transparently and in accordance with privacy requirements.

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

About the Australian Digital Health Agency

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To Apply

Position Contact	Bella Evans, Bella.Evans@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Health

Vacancy VN-0773864

Australian Institute of Health and Welfare

Closing Date:Sunday 08 November 2026

Housing and Specialised Services Group
Housing and Homelessness Collection Operations Unit

Job Title	APS4 & APS5 Collection Support Officers
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$80,791 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 4;APS Level 5
Position Number	149_10/26
Agency Website	

Job Description

https://aihwcareers.nga.net.au/?jati=A904764E-9387-69DA-75DD-ED65F19D900E

The AIHW's APS employee census results reflect the strength of our positive and supportive workplace culture. We continue to foster an inclusive, flexible and high-performing organisation where people are treated with respect and courtesy, and where diversity is recognised, valued, and celebrated.

The results are a testament to the professionalism, commitment, and dedication of our staff, highlighting the strong connection they have to our purpose, our flexible ways of working, and the contribution we make to improving the health and welfare of Australians. We are also proud to be ranked among the top ten APS agencies, out of 112, for employee engagement, enabling innovation and wellbeing, demonstrating our ongoing commitment to creating a workplace where people can thrive and perform at their best.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development.

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQA+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

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

For more information, visit the Benefits of working for the AIHW page of our website.

Duties

The Housing and Specialised Service Group collects, analyses and reports data to support policy development and service planning. The group's work covers a range of health and welfare sectors, including homelessness, housing, alcohol, tobacco and other drugs, child welfare, justice, and veterans.

The Housing and Homelessness Collections Operations Unit (HHCOU) manages the Specialist Homelessness Services Collection (SHSC) on behalf of States and Territories. The unit works directly with Specialist Homelessness Services (SHS) agencies to collect high-quality monthly data and provides support through a national hotline. HHCOU also designs and delivers national training to help SHS agencies understand SHS data concepts and requirements, and associated data collection tools and systems.

HHCOU is seeking motivated and capable individuals to support the delivery of the SHSC by providing frontline assistance to SHS agencies through the national hotline and delivering webinar-based training to homelessness sector workers.

Collection Support and Training Hotline Officer (APS4)

The successful candidate will provide conceptual and technical assistance, investigate and help resolve data and system issues, communicate with agencies and jurisdictions, maintain operational documentation, and contribute to high-quality training and support. Applicants will have experience delivering customer-focused service, excellent attention to detail, and strong communication, interpersonal, organisational and problem-solving skills, with the ability to learn about the collection of survey data.

Under general direction the successful candidate will:

- Respond to AIHW hotline telephone and email inquiries about the SHS collection, and associated data collection tools and systems.
- Undertake training for homelessness sector workers about the SHS collection and associated systems via online training platforms.
- Communicate regularly with SHS agencies to provide timely advice and support.
- Investigate issues and contribute to the resolution of problems.
- Contribute to the development and maintenance of procedural documents.
- Work within clear guidelines and established work practices to set priorities and undertake specialist, procedural and operational tasks.
- Communicate with state and territory jurisdictions and provide ad hoc administrative reports.
- Assist in any ad hoc tasks or projects.

Collection Support and Training Officer (APS5)

The Collection Support and Training Officer provides specialist advice and operational support relating to the SHSC and associated systems, resolves complex data and systems issues, and coordinates and delivers training. The successful candidate will work with SHS agencies, state and territory contacts and internal stakeholders to improve operational processes, training resources and stakeholder support services.

The Collection Support and Training Officer will have strong problem-solving, communication and stakeholder engagement skills and the capacity to work under general direction.

Experience supporting data collections, resolving data or systems issues, delivering training or working in service operations will be highly regarded.

Under limited direction, the successful candidate will:

- Deliver training for SHS agency workers on SHSC concepts, business rules and associated data collection systems.
- Provide specialist advice and support through the SHS hotline by responding to telephone and email enquiries and resolving complex issues.
- Build and maintain productive relationships with SHS agencies, state and territory representatives and other stakeholders.
- Investigate data quality, business process and system issues, and contribute to the development and implementation of practical solutions.
- Identify opportunities for service improvement and contribute to the enhancement of operational processes, training materials and guidance documentation.
- Analyse information and prepare reports, briefings and correspondence, including a monthly newsletter, to support operational and stakeholder needs.
- Provide guidance and support to less experienced team members and contribute to a collaborative team environment.
- Plan and manage competing priorities to meet deadlines and business objectives.

- Contribute to project work and undertake other duties as required.

Eligibility

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

- be an Australian citizen
- undergo any required pre-employment checks, including a police records check
- obtain and maintain a valid Security Clearance if required by the institute

A probationary period of six (6) months will apply to any new engagement to the APS.

Notes

Please provide:

1. A summary of your relevant skills and experience and explain how your skills, experience and capabilities make you suitable for the role. Your response should clearly detail which classification you are applying for and align with the position summary and key duties of the position information above, and must be no more than 750 words.
2. Your current CV and the names of two referees and their contact details.

Please note, late applications will not be accepted.

Candidates applying for APS vacancies should follow the principles for candidate use of AI in recruitment.

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

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Daniel Mamic, 02 6244 1233
Agency Recruitment Site	https://aihwcareers.nga.net.au/?jati=A904764E-9387-69DA-75DD-ED65F

This notice is part of the electronic Public Service Gazette PS43 Weekly Gazette Thursday (Vacancy Notices) - 29 October 2026.pdf Published by Australian Public Service Commission.

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Health

Vacancy VN-0773885

Australian Institute of Health and Welfare

Closing Date:Sunday 08 November 2026

Information and Communication Technology Group
Cyber Security & Assurance Unit

Job Title	APS6 Cyber Security Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$101,024 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 6
Position Number	150_10/26
Agency Website	

Job Description

https://aihwcareers.nga.net.au/?jati=E57DA2DB-9456-8277-4EB1-ED65F27E4C18

The AIHW's APS employee census results reflect the strength of our positive and supportive workplace culture. We continue to foster an inclusive, flexible and high-performing organisation where people are treated with respect and courtesy, and where diversity is recognised, valued, and celebrated.

The results are a testament to the professionalism, commitment, and dedication of our staff, highlighting the strong connection they have to our purpose, our flexible ways of working, and the contribution we make to improving the health and welfare of Australians. We are also proud to be ranked among the top ten APS agencies, out of 112, for employee engagement, enabling innovation and wellbeing, demonstrating our ongoing commitment to creating a workplace where people can thrive and perform at their best.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development.

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQA+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

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

For more information, visit the Benefits of working for the AIHW page of our website.

Duties

The ICT Group is the responsible for strategic ICT capability and the delivery of ICT services at the AIHW.

The Cyber Security & Assurance Unit ensures that ICT services enable AIHW to securely execute its mission

protecting critical data and upholding trust. Our security remit spans the Australian Cyber Security Centre

(ACSC) principles, including:

- Govern – Establishing robust security frameworks and policies
- Identify – Identify assets and associated security risks.
- Protect – Implementing security controls and safeguards
- Detect – Monitoring for threats and responding proactively
- Respond and Recover – Coordinating incident management and resolution.

The Cyber Security & Assurance Unit is looking for an experienced APS6 Cyber Security Officer is responsible for supporting the development, implementation and continuous improvement of the AIHW's cyber security governance, risk and compliance (GRC) activities, while also contributing to technical uplift initiatives across ICT environments. The role works both independently and as part of a multi-disciplinary cyber security team to ensure security risks are identified, assessed and managed in alignment with organisational objectives, relevant legislation, and the Protective Security Policy Framework (PSPF) and Australian Signals Directorate's Information Security Manual (ISM).

Key responsibilities include conducting security risk assessments, supporting accreditation and assurance activities, IT security policy development, maintaining security documentation, and monitoring compliance with cyber security policies and control frameworks. The position also contributes technical expertise to assist with vulnerability management, incident response, security tooling configuration, and continuous monitoring activities.

The APS6 Cyber Security Officer engages with internal stakeholders, project teams and external partners to provide security advice, translate policy requirements into practical controls, and support secure-by-design practices. The role requires strong analytical skills, sound judgement, and the ability to communicate complex security concepts in a clear and actionable manner.

Eligibility

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

- be an Australian citizen
- undergo any required pre-employment checks, including a police records check
- obtain and maintain a valid Security Clearance if required by the institute

A probationary period of six (6) months will apply to any new engagement to the APS.

Notes

Please provide:

1. A summary of your relevant skills and experience and explain how your skills, experience and capabilities make you suitable for the role. Your response should clearly detail which classification you are applying for and align with the position summary and key duties of the position information above, and must be no more than 750 words.
2. Your current CV and the names of two referees and their contact details.

Please note, late applications will not be accepted.

Candidates applying for APS vacancies should follow the principles for candidate use of AI in recruitment.

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

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Ravi Pilla, 02 6249 4729
Agency Recruitment Site	https://aihwcareers.nga.net.au/?jati=E57DA2DB-9456-8277-4EB1-ED65F

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Health

Vacancy VN-0773920

Australian Institute of Health and Welfare

Closing Date:Sunday 15 November 2026

Business, Communications & Publishing Services Group
Web, Publishing & Data Visualisation Unit

Job Title	APS4 and APS5 Web Content Officers
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	$80,791 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AIHW has a range of flexible working arrangements available to its employees under the AIHW Enterprise Agreement 2024-27.
Classification	APS Level 4;APS Level 5
Position Number	151_10/26
Agency Website	

Job Description

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

The AIHW's APS employee census results reflect the strength of our positive and supportive workplace culture. We continue to foster an inclusive, flexible and high-performing organisation where people are treated with respect and courtesy, and where diversity is recognised, valued, and celebrated.

The results are a testament to the professionalism, commitment, and dedication of our staff, highlighting the strong connection they have to our purpose, our flexible ways of working, and the contribution we make to improving the health and welfare of Australians. We are also proud to be ranked among the top ten APS agencies, out of 112, for employee engagement, enabling innovation and wellbeing, demonstrating our ongoing commitment to creating a workplace where people can thrive and perform at their best.

We offer a range of benefits including:

- access to flexible working arrangements to support your work/life balance
- attractive remuneration packages including generous superannuation and leave provisions
- challenging and fulfilling work where you can use your skills and expertise
- opportunities for professional development.

We are committed to creating genuine opportunities for everyone and we welcome applications from First Nations people, people with disability, LGBTIQA+, neurodiverse people and people from diverse cultural and linguistic backgrounds.

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

For more information, visit the Benefits of working for the AIHW page of our website.

Duties

The Web, Publishing and Data Visualisation Unit is seeking ongoing APS4 and APS5 Web Content Officers. The roles deliver and support the maintenance, quality and publication of content across AIHW websites.

The APS4 works within established processes to deliver assigned publishing activities, while the APS5 independently manages more complex, sensitive or high-profile work, provides specialist publishing advice and contributes to improvements in web services, systems and digital initiatives.

Please note: Positions are preferably based in Canberra to support on-the-job learning and close collaboration with the team. Applicants based in Sydney may also be considered.

APS4

Under general direction, day-to-day tasks include:

- Update and maintain content across AIHW websites, including coordinating assigned releases through review, approval, embargo and publication milestones.
- Apply AIHW web standards, the Australian Government Digital Service Standard and Web Content Accessibility Guidelines (WCAG 2.2) to ensure content is accessible, accurate and fit for publication.
- Conduct quality assurance checks on webpages and supporting content, identifying and correcting errors relating to accessibility, usability, links, tables, formatting and document presentation.
- Liaise with internal stakeholders and decentralised content authors to clarify publishing requirements, confirm content readiness and resolve routine publishing issues.
- Provide practical support and guidance on the content management system (CMS), HTML and established web publishing processes, escalating complex technical matters as required.
- Contribute to team planning, knowledge sharing and improvements to web publishing processes.

APS5

Under general direction, day-to-day tasks include:

- Independently manage and coordinate web content and publishing activities across AIHW websites, including complex, sensitive or high-profile releases and competing priorities.
- Plan and coordinate releases through review, approval, embargo and publication milestones, managing dependencies and identifying and mitigating publishing risks.
- Apply and interpret AIHW web standards, the Australian Government Digital Service Standard and Web Content Accessibility Guidelines (WCAG 2.2), overseeing quality assurance to ensure content is accessible, accurate and fit for publication.
- Provide advice to staff and managers on web publishing requirements, content design, CMS functionality and appropriate publishing approaches.
- Investigate and resolve moderately complex publishing, content and technical issues, drawing on established standards, evidence and specialist advice where required.
- Liaise and negotiate with stakeholders and decentralised content authors to clarify requirements, manage expectations and coordinate publishing activities across teams.
- Develop and recommend improvements to publishing processes, guidance, controls and training, including solutions to recurring issues.
- Support the capability of decentralised authors and less experienced colleagues, and contribute to CMS administration, publishing governance, system testing and implementation activities.
- Contribute specialist web publishing knowledge to team planning and decision-making, escalating highly complex technical issues to development, ICT or other specialists as appropriate.

Eligibility

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

- be an Australian citizen
- undergo any required pre-employment checks, including a police records check
- obtain and maintain a valid Security Clearance if required by the institute

A probationary period of six (6) months will apply to any new engagement to the APS.

Notes

Please provide:

1. A summary of your relevant skills and experience and explain how your skills, experience and capabilities make you suitable for the role. Your response should clearly detail which

classification you are applying for and align with the position summary and key duties of the position information above, and must be no more than 750 words.
2. Your current CV and the names of two referees and their contact details.

Please note, late applications will not be accepted.

Candidates applying for APS vacancies should follow the principles for candidate use of AI in recruitment.

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

About the Australian Institute of Health and Welfare

To Apply

Position Contact	Caleb Weeden, 02 6249 5251
Agency Recruitment Site	https://aihwcareers.nga.net.au/cp/

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Health

Vacancy VN-0773887

Australian Radiation Protection and Nuclear Safety Agency

Closing Date:Monday 09 November 2026

Radiation Health Services Monitoring and Networks

Job Title	SCIENCE OFFICER HEALTH PHYSICS MEASUREMENTS
Job Type	Full-Time, Ongoing
Location	Yallambie VIC
Salary	$99,569 - $114,290
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	13290
Agency Website	https://www.arpansa.gov.au/

Job Description

https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaWVzLzI5MTIxNDg2MzY4MDcxOTI-MS9lZ(

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

The Environmental & Health Services group is responsible for ARPANSA’s laboratories, field measurement capabilities (including emergency response) and networks that are required for the measurement of radiation in people and the environment. This includes maintenance of ARPANSA’s radiation emergency response capabilities and networks, and management of the Australian laboratory under contract to the Comprehensive Nuclear-Test-Ban Treaty Organization (CTBTO).

Why work for us?

- Opportunities to engage with national and international stakeholders
- Inclusive and diverse workplace
- Competitive salaries with 15.4% superannuation
- Generous leave conditions
- Flexible work practices

- Modern amenities and free parking at both our Yallambie and Miranda sites.

Duties

Primary purpose of the role

The primary purpose of the role is to perform complex gamma-ray spectrometry analysis and reporting utilising High-Purity Germanium (HPGe) and Sodium Iodide (NaI) systems. Provide various training and coordination tasks to support and maintain the operations and quality systems in the CTBT Radionuclide Laboratory (CRL) whilst focussing on delivering excellent customer service for the Comprehensive Nuclear-Test-Ban Treaty Organization (CTBTO).

In collaboration with a small team of scientific and technical staff, you will be responsible for measuring radioactivity in environmental samples and radiological surveillance of the Australian Environment.

You will contribute to the implementation of quality assurance programs (based around ISO 17025 quality management principles), including the maintenance of records, and preparation of technical reports.

Key accountabilities

- Under limited direction and using standard techniques and methods, perform a range of moderately complex tasks associated with day-to-day laboratory activities focused on the analyses of environmental samples by gamma-ray spectrometry.
- Manage the development and maintenance of a quality assured measurement service and ensure data analyses, validation and reports meet relevant standards.
- Provide scientific support in a small team of scientific and technical staff measuring radionuclides in environmental samples and developing analytical techniques.
- Contribute to broader scientific programs and projects, undertaken in the laboratory and in the field, including roles defined in the Australian Government Radiological and Nuclear Events Plan (AUSRNEPLAN) and ARPANSA’s Framework for Monitoring and Assessment of Radiation in the Australian Environment in support of ARPANSA’s wider obligations, which may involve domestic or international travel.

Eligibility

To be considered for this position, you must possess a physical sciences degree from an Australian University or comparable qualification, including an in-depth knowledge and practical experience in gamma-ray spectrometry and laboratory quality systems.

You require well-developed problem-solving skills to perform complex analyses and confidently make sound decisions and recommendations. Demonstrating initiative and discretion over a broad range of activities will be critical to your success, along with an ability to effectively collaborate across teams and manage resources.

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

Selection criteria

The selection criteria for this role are:

1. Practical knowledge of the techniques, procedures and systems for the measurement and analysis of radionuclides in environmental samples by gamma-ray spectrometry.
2. Demonstrated knowledge and understanding of the principles of Quality Assurance established under ISO 17025 and their practical application in maintaining the laboratory’s NATA accreditation.
3. Demonstrated ability to work collaboratively, build and sustain relationships with internal and external stakeholders, focusing on delivering a high level of customer service.
4. Demonstrated ability to effectively communicate ideas with colleagues and maintain high-quality technical documentation.
5. Demonstrated ability to exercise sound judgement, independently manage competing priorities, and adapt to changing operational requirements while maintaining quality outcomes.

Eligibility

Employment with ARPANSA is subject to:

- conditions prescribed within the Public Service Act 1999
- agency and role specific pre-employment security checks that may include, but are not limited to:
    - entitlement to work in Australian
    - national criminal history
    - international criminal history
    - professional memberships
    - qualifications
    - sanctions
    - anti-money laundering & counter-terrorism financing
    - ASIC banned & disqualified persons
    - ASIC credit registered persons
    - bankruptcy & national personal insolvency
    - directorship
    - global media check
- former Australian Government employer information sharing

- Protective Security Policy Framework (PSPF) security clearance eligibility requirements
- evidence of citizenship status required
- evidence of qualifications required of the role
- internal security assessment
- security clearance vetting
- the CEO of ARPANSA, or their Delegate, approving a Notice of Engagement.

The Australian Government Security Vetting Agency (AGSVA) website provides detailed information about the requirements for obtaining a security clearance at the required level, the documentary evidence you will be required to provide, the forms that need to be completed, and the relevant timeframes. Please ensure that you are able to provide the required evidence if you apply for the position. Failure or refusal to complete the required forms, or to comply with reasonable requests from AGSVA, will result in ARPANSA withdrawing your security clearance application, and your employment with the agency not progressing.

ARPANSA is responsible for assessing how information relates to the agency's security risks, as well as a person's suitability for employment by the agency. ARPANSA will use the information you provide to undertake relevant checks in order to identify any factors or circumstances that pose a security risk to the agency and assess whether you are suitable to have access to the agencies non-public assets. You will be notified if you are assessed as unsuitable for employment by the agency.

Notes

How to apply

Applications can be lodged through ARPANSA Recruitment Portal. Your application should consist of a resume, and a '500-word pitch' that considers:

- Key accountabilities
- Job specific capabilities
- Selection criteria.

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

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

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

About the Australian Radiation Protection and Nuclear Safety Agency

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

To Apply

Position Contact	Emma Barnes, 03 9433 2243
Agency Recruitment Site	https://candidate.aurion.cloud/arpnsa/production/redirect/to/dmFjYW5jaW

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Health

Vacancy VN-0773788

Department of Health, Disability and Ageing

Closing Date:Monday 09 November 2026

Office of Gene Tech Regulator Division
Evaluation Branch Evaluation Section

Job Title	Senior Evaluator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$124,951 - $142,509
Future Merit Locations	Woden
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working conditions by negotiation.
Classification	Executive Level 1
Position Number	26-OGTROGTRDIV-32121
Agency Website	

Job Description

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

The Office of the Gene Technology Regulator (OGTR) has an exciting opportunity for people interested to develop and apply their skills in gene technology regulation. The successful applicant for this role will manage a small team of evaluators who assess applications to work with genetically modified organisms (GMOs), both in containment and for clinical and plant trials.

Duties

Key responsibilities:

- Provide scientific support to the Gene Technology Regulator including technical aspects of applications for work involving gene technology.
- Provide leadership and mentoring of staff.
- Provide guidance in the assessment of applications for activities with GMOs.
- Prepare documents including minutes, reports, guidelines, and complex technical and general correspondence.
- Undertake research or other project work on topics relevant to gene technology regulation.
- Liaise with other OGTR staff and external stakeholders, including scientific committee members, government agencies, representatives of research institutions and industry, and members of the public.
- Provide support for the ongoing operation and enhancement of the regulatory system for gene technology.
- Represent the OGTR at meetings, conferences, or other fora, as required.

Key capabilities:

- Demonstrated technical knowledge, skills and experience in virology, microbiology, medical science, plant science, gene technology, science-based regulation and/or risk analysis.
- Demonstrated ability to supervise a small team.
- Good written communication skills, in particular the ability to write clearly and concisely about complex and technical matters.
- Strong research and analysis skills.
- Well-developed liaison, interpersonal and oral communication skills.

Desirable qualifications and experience:

- Post-graduate degree (PhD) in molecular biology, plant science, microbiology, biotechnology, virology, biochemistry, genetics, toxicology, medical science or other life science is highly desirable
- Substantial scientific research experience or experience in conducting clinical or field trials.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant's suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
  - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
  - Completion of a medical declaration and pre-employment medical (where required),
  - Providing evidence of qualifications (where required), and
  - Obtaining and maintaining a security clearance at the required level.
- To be eligible for role, applicants must hold a tertiary degree in molecular biology, plant science, microbiology, biotechnology, virology, biochemistry, genetics, toxicology, medical science or other life science from an Australian tertiary institute or equivalent overseas qualification.

Notes

- Applications close 11:30pm AEST.
- Applicants are asked to quote reference number 26-OGTROGTRDIV-32121 to assist when making an enquiry.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising 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	Kylie Tattersall, 02 51325453
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Health

Vacancy VN-0773795

Department of Health, Disability and Ageing

Closing Date:Wednesday 11 November 2026

Chief Digital Information Officer Division
Digital Business and Adoption Branch Enterprise Testing and Quality Assurance Section

Job Title	Functional Test Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT, Surry Hills NSW, Melbourne VIC, Brisbane QLD
Salary	$84,740 - $89,538
Future Merit Locations	Woden, Surry Hills, Melbourne, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements by negotiation
Classification	APS Level 4
Position Number	26-CDIODIV-32316
Agency Website	

Job Description *https://www.health.gov.au/about-us/work-with-us/current-vacancies*

A Functional Test Analyst supports the delivery of testing activities by preparing, executing, and maintaining test artefacts in accordance with established testing processes and standards. They work closely with Test Leads, team members, and stakeholders to identify defects, gaps and contribute to test outcomes, and support quality assurance activities. They effectively manage competing priorities, adapt to changing requirements, and contribute to the successful delivery of project and business outcomes.

Duties

Key Responsibilities:

- Develop and maintain test requirements and scripts, derived from design analysis and liaise with design, build and business teams.
- Raise defects and performing basic troubleshooting, gather information for defect entries and identify points of failure.
- Liaise with business analysts, Scrum teams, stakeholders, and clients regarding test queries to support achievement of business requirements.
- Develop test documentation, respond to client enquiries on test specifications, test scripts and/or test plans.
- Assist with preparation, peer review and execution of test scripts.
- Identify data requirements for test case execution.
- Adhere to agency established processes, methodologies, procedures and best practice in testing methods and quality standards in the maintenance of documentation to support and validate test activities.
- Transfer skills and knowledge to departmental staff and ensure appropriate documentation is stored in accordance with the Department’s recordkeeping policy and practices.

Key Capabilities:

- The ability to prepare, create, maintain, execute and review test requirements and test scripts derived from design analysis, under guidance, while liaising with design, build and business teams.
- The ability to raise defects, perform basic troubleshooting, gather relevant information for defect reporting, and identify points of failure.
- The ability to liaise effectively with business analysts, Scrum teams, stakeholders and clients to respond to test-related queries and support the achievement of business requirements.
- The ability to develop and maintain test documentation, and respond to client enquiries regarding test specifications, test scripts and test plans.
- The ability to assist with the preparation, peer review and execution of test scripts in accordance with agreed timelines and quality standards.
- The ability to identify and document data requirements to support accurate and effective test case execution.
- The ability to follow and apply agency-established processes, methodologies, procedures and best-practice testing standards, ensuring documentation supports and validates test activities.

Eligibility

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

- An applicant's suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
  - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
  - Completion of a medical declaration and pre-employment medical (where required),
  - Providing evidence of qualifications (where required), and
  - Obtaining and maintaining a security clearance at the required level.
- For this role applicants must be able to obtain and maintain a Baseline security clearance or hold a current security clearance at an appropriate level.

Notes

- Applications close 11:30pm AEDT.
- Applicants are asked to quote reference number 26-CDIODIV-32316 to assist when making an enquiry.
- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

Health

Vacancy VN-0773829

Department of Health, Disability and Ageing

Closing Date:Friday 13 November 2026

Information Technology Division
Digital Operations Branch Digital Support Section

Job Title	Support Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Surry Hills NSW, Brisbane QLD
Salary	$90,830 - $98,228
Future Merit Locations	Melbourne, Brisbane, Surry Hills
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements by negotiation
Classification	APS Level 5
Position Number	26-ITDIV-32046
Agency Website	

Job Description

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

The Digital Operations Branch within the Information Technology Division is seeking a motivated and customer-focused APS5 State and Territory Office (STO) Support Officer to join our team.

This role provides high-quality, multidisciplinary support to departmental staff across STOs, delivering responsive ICT and corporate support services that enable business continuity and an improved employee digital experience. The successful applicant will coordinate and triage service requests, work collaboratively with vendors and stakeholders to resolve issues, support events and senior departmental staff, and contribute to change initiatives across the Department.

Working under limited direction, the APS5 STO Support Officer will demonstrate strong stakeholder engagement, sound judgement, and a commitment to customer service excellence. The role is suited to a proactive team player with experience in ICT service delivery, relationship management, and supporting staff in a fast-paced operational environment.

Duties

Key responsibilities:

- Deliver high-quality multi-disciplinary support for STO staff.
- Provide wholistic support for functions in the Corporate Operations Group, including ICT services.
- Address enquiries and build relationships with staff and key stakeholders for excellent customer service.
- Coordinate and triage service requests and work cohesively with our vendors to resolve tickets within expediated timeframes.
- Engage with business areas to assist with event support.
- Build relationships and collaborate with key stakeholders to facilitate cooperation, identify priorities, and achieve outcomes.
- Provide support to state based senior staff and departmental portfolios.
- Assist with change management projects delivered by the Corporate Operations Group.

Key capabilities:

- Excellent stakeholder management and communication skills, including the ability to build and maintain relationships with key stakeholders.
- Working knowledge of ICT Service Delivery and best practices.
- Strong understanding and commitment to customer service principles and practices relating to the provision of services in Government.
- Experience as a team player able to work with minimum supervision in a fast-paced environment, balancing responsiveness with business process (displays personal drive and integrity).

Desirable experience:

- IT Service Desk, Desktop Support or other significant Customer Service experience is highly desirable.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant’s suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
    - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
    - Completion of a medical declaration and pre-employment medical (where required),
    - Providing evidence of qualifications (where required), and
    - Obtaining and maintaining a security clearance at the required level.
- For this role applicants must be able to obtain and maintain Baseline Vetting or hold a current security clearance at an appropriate level.

Notes

- Applications close 11:30pm AEDT.
- Applicants are asked to quote reference number 26-ITDIV-32046 to assist when making an enquiry.

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

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

About the Department of Health, Disability and Ageing

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To Apply

Position Contact	Aimee Hopkins, Aimee.Hopkins@Health.gov.au
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

This notice is part of the electronic Public Service Gazette PS43 Weekly Gazette Thursday (Vacancy Notices) - 29 October 2026.pdf Published by Australian Public Service Commission.

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

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

Health

Vacancy VN-0773955

Department of Health, Disability and Ageing

Closing Date:Wednesday 18 November 2026

Medical Devices and Product Quality Division
Laboratories Branch Biotherapeutics Section

Job Title	Research Scientist
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Fairbairn ACT
Salary	$101,679 - $114,709
Future Merit Locations	Fairbairn
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working conditions by negotiation
Classification	APS Level 6
Position Number	26-MDPQDIV-32179
Agency Website	

Job Description

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

The Therapeutic Goods Administration (TGA) is seeking a motivated and experienced scientist to join the Laboratories Branch. The successful applicant will undertake quality control testing of vaccines and biological medicines using a range of physicochemical, immunological, and molecular techniques, including Liquid chromatography–mass spectrometry (LC-MS), High-Performance Liquid Chromatography (HPLC), Polymerase Chain Reaction (PCR), Enzyme-Linked Immunosorbent Assay (ELISA). The role also contributes to vaccine batch release activities, scientific assessments, research projects, quality management systems, and the work program supporting the laboratory's World Health Organization (WHO) Collaborating Centre and Essential Regulatory Laboratory functions.

Applicants should have demonstrated laboratory experience in vaccine or biological product testing, strong analytical and problem-solving skills, and the ability to work independently in a regulated environment. Experience with vaccine potency assays, immunochemistry, protein and polysaccharide analysis, mass spectrometry, good manufacturing practice (GMP) or ISO/IEC 17025 quality systems will be highly regarded. Strong communication, stakeholder engagement and leadership capabilities are essential.

Duties

Key responsibilities:

- Lead the development, validation and implementation of analytical methods for the testing of vaccines and biological medicines using HPLC, Ultra-Performance Liquid Chromatography (UPLC) and LC-MS technologies.
- Manage the assessment of vaccine and biological medicine batch release data and oversee the implementation of manufacturer test methods to ensure compliance with regulatory requirements, quality standards and relevant legislative frameworks.
- Coordinate and deliver pre-market and post-market monitoring, surveillance and testing programs for vaccines and biological medicines, providing scientific expertise and risk-based recommendations to support regulatory decision-making.
- Contribute to the development, review and implementation of scientific guidelines, technical policies and procedures, including the evaluation of international standards, emerging technologies and regulatory developments.
- Maintain and continuously improve the Quality Management System, ensuring compliance with ISO/IEC 17025 requirements and supporting activities necessary to maintain NATA (National Association of Testing Authorities) accreditation.
- Lead, coach and mentor scientific staff, fostering technical capability, professional development, knowledge sharing and a culture of continuous improvement and high performance.
- Build and maintain productive relationships with internal and external stakeholders, providing expert technical advice and representing the organisation at national and international forums, committees and working groups.
- Manage complex projects and competing priorities in a high-pressure environment, providing leadership support and contributing to the achievement of team, branch and organisational objectives.

Key capabilities:

- Strong strategic, analytical, and problem-solving skills and ability to apply these when troubleshooting of analytical methods and instruments.
- In-depth knowledge of physicochemical analytical techniques used in the laboratory testing of therapeutic goods and of laboratory quality management systems.
- Strong oral and written skills, including experience in communicating technical and analytical problem-solving & concepts to both technical and non-technical stakeholders.
- Demonstrated planning and organisational skills, including ability to meet deadlines with competing priorities and delivering work to a high standard with good attention to detail.
- The ability to work independently within their level of responsibility, managing competing priorities and delivering high-quality outcomes under the direction of senior staff.
- Motivation to contribute to public health outcomes and to develop specialist expertise in medical devices and therapeutic goods.

Desirable experience and qualifications:

- Laboratory experience (greater than 3yrs) in one or more of the following analytical areas - protein and polysaccharide analysis using U/HPLC and mass spectrometry, vaccine potency assays, and immunochemistry and molecular biology.
- Experience working in a regulated laboratory environment e.g. GMP compliance or ISO/IEC 17025 accredited laboratory.
- In-depth knowledge of techniques used in the laboratory testing of therapeutic goods and of laboratory quality management systems.

Eligibility

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

- An applicant's suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
  - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
  - Completion of a medical declaration and pre-employment medical (where required),
  - Providing evidence of qualifications (where required), and
  - Obtaining and maintaining a security clearance at the required level.
- To be eligible for this role, applicants must hold a tertiary qualification in a science-related field or equivalent laboratory experience or skills is required.

Notes

- Applications close 11:30pm AEDT.
- Applicants are asked to quote reference number 26-MDPQDIV-32179 to assist when making an enquiry.
- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

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To Apply

Position Contact	Tursun Kerim, tursun.kerim@health.gov.au
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

Health

Vacancy VN-0773977

Department of Health, Disability and Ageing

Closing Date:Wednesday 18 November 2026

Office of the Gene Technology Regulator Division
Regulatory Practice and Compliance Branch Monitoring and Compliance Section

Job Title	Director
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$149,077 - $176,499
Future Merit Locations	Woden
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working conditions by negotiation
Classification	Executive Level 2
Position Number	26-OGTROGTRDIV-32016
Agency Website	

Job Description

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

The Office of the Gene Technology Regulator (OGTR) protects the health and safety of people and the environment by identifying and managing risks posed by, or as a result of, gene technology, by regulating certain dealings with genetically modified organisms (GMOs).

As the Director of the OGTR Monitoring and Compliance team you will work as part of a dynamic team and play an important role in ensuring dealings with GMOs are conducted according to risk management requirements.

Monitoring, auditing and inspections occur across agricultural field trial sites, clinical settings and within contained research facilities. The section monitors compliance with conditions of licences, authorisations or other instruments and restrictions, and manages risks in relation to any potential breach of conditions. The section also undertakes monitoring activities for the Security Sensitive

Biological Agents scheme under the National Health Security Act 2007 and audits for the World Health Organization Global Action Plan for Poliovirus Containment.

Duties

Key responsibilities:

- Leading, supervising and managing the operations of a team that is responsible for monitoring, auditing and compliance activities, in the context of scientific and technical regulation.
- Implementing work plans for monitoring inspections and audits, including setting tasks and priorities, managing workflows, directing and coordinating quality outputs and ensuring key performance indicators and targets are achieved.
- Applying robust decision making and judgement, including research and analysis in assessing situational and documentary information associated with inspection outcomes.
- Providing high level scientific, technical and regulatory advice to internal and external stakeholders on complex regulatory issues relating to compliance with the relevant legislation.
- Evaluating and managing risks in exercising appropriate delegations and compliance powers under the relevant legislation.
- Representing the office in a variety of forums involving internal and external stakeholders
- Undertaking frequent travel as part of a small team, sometimes at short notice, to rural and urban locations around Australia is essential.

Key capabilities:

- The ability to apply conceptual, strategic and analytical skills to complex problems in a scientific and regulatory context.
- Demonstrated ability to make high impact decisions based on sound professional judgement and evaluating and managing risks in a scientific regulatory context.
- High level communication skills and an ability to liaise, engage and collaborate with a diverse range of internal and external stakeholders to build relationships and exercise regulatory powers for operational and strategic outcomes.
- An exceptional results orientation based on leading by example, including determining and being accountable for objectives and priorities, and supporting a positive culture and building staff capability.
- Ability to lead, develop and implement strategies in relation to change management and business improvement activities.

Desirable qualifications and experience:

- A tertiary qualification in a relevant field of science, e.g., chemistry, biochemistry, microbiology, biotechnology, or pharmacy from an Australian tertiary institute or equivalent overseas qualification.
- Certificate IV Government Investigations, or equivalent, or the ability to attain this qualification within 12 months of employment.
- Extensive experience (at least three years) leading and managing a monitoring/auditing team relevant to biological sciences and biosafety.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant’s suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:

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

- For this role applicants must be able to obtain and maintain a Negative Vetting 1 security clearance within 4 months of employment or hold a current security clearance at an appropriate level.
- For this role applicants must hold a current Australian driver's licence, and at least three years' experience in regulatory monitoring and auditing for compliance relevant to biosafety including clinical trials, medical, research, agricultural or related environments.

Notes

- Applications close 11:30pm AEDT.
- Applicants are asked to quote reference number 26-OGTROGTRDIV-32016 to assist when making an enquiry.
- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

About the Department of Health, Disability and Ageing

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To Apply

Position Contact	Neil Ellis, neil.ellis@health.gov.au
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

Health

Vacancy VN-0774015

Department of Health, Disability and Ageing

Closing Date:Thursday 19 November 2026

Residential Care and Markets Division
Data Services Branch Funding Risk Policy Section

Job Title	Financial Risk Assessment Team Leader (multiple roles)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Darwin NT, Adelaide SA, Hobart TAS, Melbourne VIC, Perth WA, Brisbane QLD
Salary	$124,951 - $142,509
Future Merit Locations	Canberra, Sydney, Darwin, Adelaide, Hobart, Melbourne, Perth, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working conditions by negotiation
Classification	Executive Level 1
Position Number	26-DDRCDIV-32307
Agency Website	

Job Description

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

The Executive Level 1 Assistant Directors are responsible for supporting the integrity of Australia's residential aged care funding arrangements. The roles deliver high-quality financial risk assessments, strengthen data assurance and provide insights to inform pricing advice in a critical and evolving policy environment.

The primary objective of the roles is to lead teams of financial analysts to assess the accuracy of costs reported by aged care providers through the annual Aged Care Financial Report (ACFR) under the Pricing Risk Assessments Program. You will oversee the timely delivery of assessments, support annual funding prioritisation, analyse assessment outcomes and contribute to the development of broader funding risk policy.

Duties

Key responsibilities:

- Lead and support teams of analysts delivering financial assessments under the Pricing Risk Assessment Program.
- Review the accuracy and integrity of costs reported by aged care providers through the ACFR.
- Oversee the delivery and quality assurance of financial and data assessments.
- Analyse financial data to identify risks, trends and issues affecting residential aged care funding.
- Support the annual funding prioritisation process through evidence-based analysis and advice.
- Translate complex financial and technical analysis into clear, fit-for-purpose policy advice.
- Contribute to the development and implementation of broader aged care funding risk policy.
- Engage and collaborate with internal and external stakeholders to support effective outcomes.

Key capabilities:

- Ability to lead and mentor team members to deliver financial assessments and reviews, including managing staff caseloads, providing technical advice, and quality assurance.
- Strong technical analytical and research skills, including the ability to contribute to the assessment of risks and development of mitigations, exercise sound judgment and utilise a strategic policy focus.
- Capability to extract insights and translate these into understandable and accessible products that support policy development in a complex regulatory environment.
- Clear and professional written and verbal communication skills, with the ability to engage strategically with internal and external stakeholders, including registered aged care providers.
- Excellent organisational skills, ability to manage high-pressure situations, and deliver high-quality work, with strong leadership and decision-making skills.

Desirable qualifications:

- Tertiary qualifications in Accounting, Finance, Business, Economics, Actuarial Science, or similar.
- Certified Practising Accountant, Chartered Accountant, or equivalent.
- Degrees by research, including Honours, Master's or PHD.

Desirable experience:

- Business accounting.
- Auditing and Assurance.
- Financial/Data Analysis.
- Knowledge of the residential aged care system.
- Public Health Policy.

Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant’s suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
    - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
    - Completion of a medical declaration and pre-employment medical (where required),

    - Providing evidence of qualifications (where required), and
    - Obtaining and maintaining a security clearance at the required level.
- For this role applicants must be able to obtain and maintain a Baseline Vetting security clearance or hold a current security clearance at an appropriate level.

Notes

- Applications close 11:30pm AEDT.
- Applicants are asked to quote reference number 26-DDRCDIV-32307 to assist when making an enquiry.
- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

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To Apply

Position Contact	Lanfeng Davis, 02 5132 1606 or 0409 662 191
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

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Health

Vacancy VN-0773926

National Health and Medical Research Council

Closing Date:Sunday 08 November 2026

Corporate Operations People, Property and Security

Job Title	Assistant Director
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$121,755 - $138,410
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Three days working from home and two days in the office each week.
Classification	Executive Level 1
Position Number	23-2026
Agency Website	https://www.nhmrc.gov.au/

Job Description

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

The National Health and Medical Research Council (NHMRC) is seeking a proactive leader to oversee key HR functions, including:

- HR Business Partnering
- Guidance and case management (performance, conduct, grievance)
- Injury management and return to work
- Employee wellbeing
- Employment relations and policy
- Support for workplace committees
- Payroll and employment conditions
- Workforce planning and analytics

About the Branch

The Corporate Operations Branch comprises four sections that play key strategic leadership and advisory roles and deliver operational support to NHMRC across:

- Communications, Parliamentary and Events
- Finance
- Governance and Legal
- People, Property and Security

The four Directors in Corporate Operations Branch operate under limited direction, reporting directly to the General Manager/Chief Operating Officer (SES Band 2).

About the Section

The People, Property and Security section plays a pivotal role in supporting NHMRC's strategic objectives by delivering comprehensive human resources, property, facilities, and security services while maintaining NHMRC's business continuity, the section is responsible for:

- Leading the development and implementation of strategies, policies and organisational planning.
- Promoting workforce performance, culture and wellbeing through wellbeing programs, and effective HR partnering.
- Providing advice on employee relations, industrial relations, remuneration frameworks and workplace conditions that attract, retain, and support a diverse and high performing workforce.
- Driving workforce development, inclusive recruitment, and diversity initiatives to build capability and foster a dynamic, skilled, and representative team.
- Ensuring robust business continuity and proactive emergency management
- Developing and maintaining comprehensive agency security planning.
- Managing property and facilities to provide safe, functional, and sustainable workplaces.

What we offer

What truly makes us a great place to work? It is our people and the culture we have built together. With an 87% response rate in the 2026 APS Employee Census, NHMRC employees reported high levels of pride (90%), commitment (94%) and connection to our purpose (95%). NHMRC scored above the APS average across key employee experience measures, including wellbeing, innovation, communication and speak up culture. At NHMRC, you will find meaningful work, supportive leadership, flexible ways of working, and a collaborative environment where people can thrive and make a difference.

Our roles come with broad responsibilities and minimal hierarchy, making it easier to get things done. You will be part of a small, inclusive, and high performing team with a strong, supportive culture.

We offer:

• A truly flexible workplace culture.

• A dynamic, diverse and supportive team across Melbourne and Canberra.

• Wellbeing programs including up to 6 free counselling sessions per year and a workplace that genuinely cares.

• Generous recreational leave, personal leave, cultural leave, parental leave and paid end-of-year shutdown.

• Study assistance and professional development opportunities that align with your career goals.

• Opportunities to be trusted to lead high value projects with the freedom to innovate and the support to grow.

• Strategic exposure where you can engage directly with senior leaders and contribute to decisions that shape our future direction.

Duties

Job specific duties

This position is ideal for someone who excels in dynamic settings, manages diverse responsibilities, and promotes a positive culture. This role suits a strategic, proactive, and collaborative HR leader who can integrate operational service delivery with strategic workforce priorities. As Assistant Director, you will:

• Lead and manage a team of HR partners to deliver fit for purpose, timely and high quality HR advice and services across employment conditions and remuneration.

• Drive continuous improvement across HR services, data, systems, and processes.

• Provide sound HR advice on complex people issues, ensuring consistent, high-quality support for both staff and managers.

• Oversee pay processing and payroll assurance activities, ensuring accuracy, timeliness, and compliance.

• Provide comprehensive and balanced HR guidance on performance, conduct, and wellbeing matters, proactively identifying and managing risks to ensure fair, holistic, and positive outcomes for all parties involved.

• Design, deliver, and evaluate employee strategies and programs that promote an engaging, healthy and high performing workforce.

• Oversee HR business partnering initiatives including workforce planning to support decision-making, trend analysis, and risk management.

• Develop, implement, and monitor HR policies and compliance frameworks.

• Support formal consultation mechanisms, including committees and stakeholder forums.

• Cultivate influential networks with internal and external stakeholders to optimise HR service delivery, promote knowledge sharing, innovation, and continuous improvement.

Core capabilities

The successful candidate will demonstrate:

• Adaptable Leadership: Ability to inspire and motivate teams to accomplish diverse objectives that achieve successful outcomes, while empowering individuals to utilise their strengths to deliver projects that support the agency's strategic or operational goals.

• Strategic Alignment and Operational Delivery: Ability to work effectively across strategic and operational contexts, understanding broader organisational priorities and translating them into practical actions, plans and solutions. Balances longer-term objectives with immediate operational requirements and maintains a strong focus on implementation and delivery.

• Collaboration & Influence: Establishes and maintains strong working relationships with peers, executives, and external stakeholders to deliver outcomes across the agency.

• People Development: Provides mentorship, coaching, and development opportunities to team members, fostering capability building and a culture of continuous improvement.

• Risk & Compliance: Strong capability in applying governance, assurance, and compliance frameworks across employee relations, payroll, and case management functions, ensuring organisational and legislative obligations are consistently met.

• Communication: Advanced communication skills, including interpersonal, negotiation, influencing, and representation abilities, with a proven ability to engage, build, and sustain effective relationships with diverse stakeholders.

• Technical Proficiency: Expertise in HR legislation, APS employment frameworks, HR systems, and employment conditions, enabling effective interpretation, advice, and application across complex workforce matters.

Eligibility

To be eligible for a position at NHMRC, you must be an Australian citizen and be able to provide evidence of this. If successful, you will be required to undertake a Nationally Coordinated Criminal History Check.

Mandatory requirement

The successful candidate must be able to obtain and maintain a Baseline security clearance.

Notes

NHMRC is an inclusive and diverse employer that supports gender equity and diversity in leadership. We welcome and encourage applications from everyone, including People with Disability, First Nations peoples, LGBTIQA+ people, mature age people and people from Culturally and Linguistically Diverse backgrounds.

Principles for candidate use of AI in recruitment

Candidates should familiarise themselves with the Australian Public Service Principles for candidate use of AI in recruitment as they guide the ethical, responsible and transparent use of AI tools by candidates engaging in APS recruitment processes. These principles are designed to ensure that the use of AI tools by candidates aligns with the expectations outlined in the APS Values and Employment Principles and maintains the integrity of recruitment decisions and outcomes.

About the National Health and Medical Research Council

The National Health and Medical Research Council (NHMRC) is Australia's leading Government agency for supporting health and medical research for the improvement of individual and population health. It does this through funding high quality research, supporting the translation of research into evidence-based practice and policy, providing guidance on responsible research practices and ethical issues, and administration of legislation governing research using human embryos. In addition, NHMRC has responsibilities in relation to implementation of the Medical Research Future Fund. NHMRC engages closely with a range of stakeholders across the health system and community to ensure that health and medical research meets the needs of the Australian community. This includes governments, researchers, biotech industries and other business leaders, medical, nursing and allied health practitioners, Aboriginal and Torres Strait Islander health and research leaders, teaching and research institutions, health services, community health organisations, consumers and carers. NHMRC's responsibilities include engagement with the health and medical research sector and broader community to manage NHMRC's grants system which has up to 57,000 external users and is responsible for coordinating and administering grants processes totalling more than $1.5 billion annually. NHMRC has a workforce of around 250 staff, with most located in the Canberra office, with a smaller number in our Melbourne office. NHMRC offers attractive flexible work arrangements which allow staff to work from home. NHMRC is dedicated to championing gender equity and diversity, ensuring equal opportunities for all staff in our pursuit of excellence in health research.

To Apply

Position Contact	Anna Sirosh, (02) 6217 9282
Agency Recruitment Site	https://www.nhmrc.gov.au/about-us/careers

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Health

Vacancy VN-0774071

National Health and Medical Research Council

Closing Date:Sunday 15 November 2026

Research Partnerships

Job Title	Executive Director
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$223,414 - $270,566
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Flexible
Office Arrangement Details	Flexible Working Arrangements
Classification	Senior Executive Service Band 1
Position Number	21-2026
Agency Website	https://www.nhmrc.gov.au/

Job Description

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

The National Health and Medical Research Council is seeking a high performing and strategic executive leader to join our Executive Leadership Team as Executive Director, Research Partnerships Branch.

This Executive Director/SES Band 1 opportunity offers the chance to shape strategic policy and research initiatives, lead the delivery of nationally significant programs, and build collaborative partnerships that strengthen Australia’s health and medical research ecosystem through collaboration and partnerships.

As a member of NHMRC's Executive Leadership Team, you will provide strategic direction, lead high-performing teams, and contribute to the achievement of NHMRC's organisational priorities and objectives.

The ideal candidate will need to think strategically to deliver high-quality strategic policy insights and options that are practical and implementable, have strong business acumen, be resilient, and

be forward-looking with strong personal drive and integrity. You will have demonstrated excellent judgement in complex and sensitive environments, balancing risk and opportunities.

In this senior leadership role, you will cultivate trusted partnerships across government, engage effectively with the community, researchers and research organisation. You will be a values-based leader who inspires, empowers, and drives positive change. You will lead and build high-performing teams that can develop and implement innovative strategies and approaches.

NHMRC is an inclusive and diverse employer that supports gender equity and diversity in leadership. We welcome and encourage applications from everyone, including people with disability, First Nations peoples, LGBTIQA+ people, mature age people and people from culturally and linguistically diverse backgrounds.

About the Branch

The Research Partnerships Branch is responsible for driving the translation of evidence into health policy and clinical practice through partnerships and strategic engagement. We manage grant schemes focused on translating research into policy and practice through the Clinical Trials and Cohort Studies, Targeted Calls for Research, Partnership Projects and Centres of Research Excellence grant schemes. We implement priority-driven health and medical research initiatives and bilateral and multilateral funding opportunities with international funders and manage grant opportunities for the Medical Research Future Fund (MRFF) working closely with the Department of Health, Disability and Ageing. The Branch is also responsible for NHMRC’s International Engagement Strategy, Research Translation Strategy, our health priorities, consumer and community involvement and manage a range of advisory committees.

The Branch is comprised of the Research Strategy and Engagement, MRFF A & B, Translation Programs, Research Collaboration and Research Security sections. Find out more about the Senior Executive and Leadership Team here.

Key responsibilities

As the Executive Director, Research Partnerships, your duties will include but are not limited to:

- Providing strategic leadership for the Research Partnerships Branch.
- Leading implementation of NHMRC's research translation and partnership strategies.
- Delivering high-quality strategic and policy advice to the CEO and Executive.
- Building and maintaining effective partnerships with government, researchers, research institutions and community stakeholders.
- Overseeing delivery of NHMRC and MRFF grant initiatives.
- Leading high-performing teams and foster a positive, collaborative culture.

Duties

The successful candidate will demonstrate:

• Strategic insight and advice: the ability to provide well-informed, strategic advice to senior leaders and stakeholders, applying sound judgement and anticipating risks and opportunities in the research and policy environment.

• Delivering outcomes: the ability to translate strategy into action, drive implementation and ensure delivery of high-quality results aligned with organisational goals.

• Leadership and culture: demonstrated ability to lead by example to foster a positive, high-performing culture, build capability, encourage innovation and drive continuous improvement.

• Stakeholder engagement: strong capability to build trusted relationships, manage complex interactions, and influence outcomes through collaboration and effective communication across sectors.

• Leading change: the ability to navigate complexity and lead teams through change with resilience, clarity and a focus on strategic priorities.

Further information

For further information refer to the Candidate Handbook.

Eligibility

To be eligible for a position at NHMRC, you must be an Australian citizen and be able to provide evidence of this. If successful, you will be required to undertake a Nationally Coordinated Criminal History Check.

Mandatory requirement

This position requires, as a condition of employment, the successful candidate to possess or be willing to obtain and maintain a Negative Vetting 1 security clearance.

Notes

Please note shortlisted candidates will be required to attend an interview in person at NHMRC’s Canberra Office.

Principles for candidate use of AI in recruitment

Candidates should familiarise themselves with the Australian Public Service Principles for candidate use of AI in recruitment they guide the ethical, responsible and transparent use of AI tools by candidates engaging in APS recruitment processes. These principles are designed to

ensure that the use of AI tools by candidates aligns with the expectations outlined in the APS Values and Employment Principles and maintains the integrity of recruitment decisions and outcomes.

About the National Health and Medical Research Council

The National Health and Medical Research Council (NHMRC) is Australia's leading Government agency for supporting health and medical research for the improvement of individual and population health. It does this through funding high quality research, supporting the translation of research into evidence-based practice and policy, providing guidance on responsible research practices and ethical issues, and administration of legislation governing research using human embryos. In addition, NHMRC has responsibilities in relation to implementation of the Medical Research Future Fund. NHMRC engages closely with a range of stakeholders across the health system and community to ensure that health and medical research meets the needs of the Australian community. This includes governments, researchers, biotech industries and other business leaders, medical, nursing and allied health practitioners, Aboriginal and Torres Strait Islander health and research leaders, teaching and research institutions, health services, community health organisations, consumers and carers. NHMRC's responsibilities include engagement with the health and medical research sector and broader community to manage NHMRC's grants system which has up to 57,000 external users and is responsible for coordinating and administering grants processes totalling more than $1.5 billion annually. NHMRC has a workforce of around 250 staff, with most located in the Canberra office, with a smaller number in our Melbourne office. NHMRC offers attractive flexible work arrangements which allow staff to work from home. NHMRC is dedicated to championing gender equity and diversity, ensuring equal opportunities for all staff in our pursuit of excellence in health research.

To Apply

Position Contact	Nick Johnson, (02) 6217 9349
Agency Recruitment Site	https://www.nhmrc.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0773891

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Sunday 08 November 2026

Intelligence
Collection Operations South Operations

Job Title	Senior Investigator, South Australia
Job Type	Full-Time, Ongoing
Location	Adelaide SA
Salary	$121,756 - $146,676
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	6653_10/26_CO
Agency Website	https://www.acic.gov.au/

Job Description

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

The Opportunity

As an ACIC Senior Investigator, you will lead the design and execution of intelligence collection plans in response to established intelligence priorities and requirements, and report the intelligence obtained through these activities. You will apply advanced collection tradecraft within authorised legislative frameworks. The role involves close collaboration with intelligence analysts at all stages of the intelligence cycle to understand intelligence gaps and requirements, inform operational planning, and to maximise the value of the intelligence obtained from collection.

Investigators are results orientated, adept at managing risk and comfortable with partial operational autonomy. Successful applicants may be required to travel domestically or internationally. They must be able to develop productive working relationships which enhance or leverage opportunities with Law Enforcement and National Intelligence Community partners, to ensure the ACIC is positioned to deliver intelligence insights and operational outcomes.

The investigator role requires a need to obtain special member status with the Australian Federal Police (AFP) and ability to acquire this status is an essential requirement of the position.

Duties

Role responsibilities

As a Senior Investigator, you will undertake the following activities to a level reflecting the standards associated with the APS EL1 level:

• In accordance with legislative authority, plan and lead collection activity targeting serious and organised crime (SOC) threats using a range of overt and covert capabilities, including Human Source operations, coercive powers and controlled operations, to collect and report intelligence

• Ensure appropriate operational planning and security frameworks are applied to collection capabilities and activities

• Contribute to communities of practice to share expertise and refine collection techniques

• Apply collection best practice to improve the effectiveness and reliability of intelligence gathering

• Collaborate with law enforcement, National Intelligence Community and offshore partners to influence and coordinate intelligence collection efforts, including joint operations and intelligence sharing

• Build and maintain trusted relationships with external stakeholders to support long-term collaboration and capability development

• Consider and deploy a range of risk mitigation strategies

• Actively manage and document compliance activities in line with prescribed obligations

Essential Criteria

• Successfully complete the ACIC’s human source operations training program on commencement

• As an employee in a designated high-risk role, complete an annual psychological assessment.

• Must be eligible to obtain special member status and use of force with the AFP. The criteria for this requirement are having previously been a sworn police officer within the past 3 years or recent military training.

Your Skills and Capabilities

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

• Demonstrated understanding of investigative and/or intelligence collection and analysis methodologies

• Experience in implementing complex intelligence operations and/or investigations that generate unique insights into SOC or similarly complex networks

• Ability to extract relevant information from intelligence operations and investigations to produce unique and impactful information and intelligence reports

• Ability to understand how to operate within the context of relevant legislative, policy and legal frameworks domestically and offshore

• Highly developed oral and written communication skills, including the ability to develop and maintain collaborative and productive internal and external working relationships

• Proven capacity to operate as part of a multi-disciplinary team in a dynamic, agile environment to drive intelligence outcomes

• Experience in the cultivation, recruitment and management of human sources and the effective deployment of human sources again operational objectives

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 Level 1 security clearance.

• **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC. Please refer to the ACIC's Character Standards for further information.

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	Vic, 0418 328 583
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Home Affairs

Vacancy VN-0773931

Australian Criminal Intelligence Commission (ACIC)

Closing Date:Monday 09 November 2026

Intelligence
Collection Opertaions South Opertaions

Job Title	Senior Investigator
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Perth WA
Salary	$121,756 - $146,676
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated
Classification	Executive Level 1
Position Number	6656_10/26_CO
Agency Website	https://www.acic.gov.au/

Job Description

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

The Opportunity

As an ACIC Senior Investigator, you will lead the design and execution of intelligence collection plans in response to established intelligence priorities and requirements, and report the intelligence obtained through these activities. You will apply advanced collection tradecraft within authorised legislative frameworks. The role involves close collaboration with intelligence analysts at all stages of the intelligence cycle to understand intelligence gaps and requirements, inform operational planning, and to maximise the value of the intelligence obtained from collection.

Investigators are results orientated, adept at managing risk and comfortable with partial operational autonomy. Successful applicants may be required to travel domestically or internationally. They must be able to develop productive working relationships which enhance or leverage opportunities with Law Enforcement and National Intelligence Community partners, to ensure the ACIC is positioned to deliver intelligence insights and operational outcomes.

The ACIC is undergoing legislation change. Investigator roles may require a need to obtain special member status (exercising powers of a police constable) in the medium term; however, this should not prohibit interest in these roles at the current time, despite it being listed in the essential criteria.

Duties

Role Responsibilities

As a Senior Investigator, you will undertake the following activities to a level reflecting the standards associated with the APS EL1 level:

• In accordance with legislative authority, plan and lead collection activity targeting serious and organised crime (SOC) threats using a range of overt and covert capabilities, including Human Source operations, coercive powers and controlled operations, to collect and report intelligence

• Ensure appropriate operational planning and security frameworks are applied to collection capabilities and activities

• Contribute to communities of practice to share expertise and refine collection techniques

• Apply collection best practice to improve the effectiveness and reliability of intelligence gathering

• Collaborate with law enforcement, National Intelligence Community and offshore partners to influence and coordinate intelligence collection efforts, including joint operations and intelligence sharing

• Build and maintain trusted relationships with external stakeholders to support long-term collaboration and capability development

• Consider and deploy a range of risk mitigation strategies

• Actively manage and document compliance activities in line with prescribed obligations

Essential Criteria

• Successfully complete the ACIC’s human source operations training program on commencement

• As an employee in a designated high-risk role, complete an annual psychological assessment.

• Must be eligible to obtain special member status and use of force with the AFP. The criteria for this requirement are having previously been a sworn police officer within the past 3 years or recent military training.

Your Skills and Capabilities

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

• Demonstrated understanding of investigative and/or intelligence collection and analysis methodologies

• Experience in implementing complex intelligence operations and/or investigations that generate unique insights into SOC or similarly complex networks

• Ability to extract relevant information from intelligence operations and investigations to produce unique and impactful information and intelligence reports

• Ability to understand how to operate within the context of relevant legislative, policy and legal frameworks domestically and offshore

• Highly developed oral and written communication skills, including the ability to develop and maintain collaborative and productive internal and external working relationships

• Proven capacity to operate as part of a multi-disciplinary team in a dynamic, agile environment to drive intelligence outcomes

• Experience in the cultivation, recruitment and management of human sources and the effective deployment of human sources again operational objectives

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 Level 1 security clearance.

• **Pre-Employment Screening** – All candidates must satisfy an Organisational Suitability Assessment (OSA) prior to being offered employment at the ACIC. Please refer to the ACIC's Character Standards for further information.

Notes

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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	Peter, 0427 985 112
Agency Recruitment Site	https://www.acic.gov.au/about-us/careers

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Industry, Science, Energy and Resources

Vacancy VN-0773922

Australian Nuclear Science and Technology Organisation

Closing Date:Sunday 22 November 2026

Nuclear Operations Safety and Security
Nuclear Stewardship Safety

Job Title	General Manager Nuclear Stewardship
Job Type	Full-Time, Ongoing
Location	Lucas Heights NSW
Salary	$180,169 - $234,608
Future Merit Locations	Lucas Heights
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	
Position Number	PD-2516
Agency Website	https://www.ansto.gov.au/about/what-we-do

Job Description *https://careers.ansto.gov.au/job/Sydney-General-Manager-Nuclear-Stewardship-NSW/1369333566/*

Position Overview

- Ongoing | Full Time | $180,169 - $234,608 +15.4% super | Salary sacrificing available
- Sutherland Shire | Flexible work practices | Onsite childcare | Access to Fitness Passport
- Free onsite parking | Pool, soccer field & café | ANSTO bus link to public transport
- Opportunity to lead a high-performing team of scientists and technical staff with diverse career profiles

About the Opportunity

The General Manager, Nuclear Stewardship is responsible for the leadership and operation of the Division's scientific infrastructure and capabilities to meet the needs of ANSTO, a collaborative user community, government and industry stakeholders. As part of the Nuclear Operations, Safety and Security (NOSS) Group, the position requires excellent people leadership and development skills, along with highly effective resource management to optimise capability integration to meet internal and external stakeholder needs. The General Manager Nuclear Stewardship is integral to ANSTO achieving its strategic objectives.

About You

"We are seeking a talented individual with strong science and analysis experience, along with the capability to lead a high-performing team of scientists and technical staff with diverse career profiles. I invite you to read the attached prospectus and position description, and consider this rare opportunity to join ANSTO leading Australia's premier national capability for nuclear analysis, delivering science excellence and impact for the nation and our region." Dr Miles Apperley, Group Executive, Nuclear Operations, Safety & Security Group

About Us

ANSTO is a leading global nuclear science and technology organisation delivering world-class research and expertise to benefit Australia and support a more sustainable future. Using nuclear science, we improve health, support industries, provide expert advice to government on nuclear technologies and help develop Australia's nuclear workforce.

Working with us you will enjoy

ANSTO offers training and development, performance base salary increases and an extensive range of leave provisions to help employees balance work and personal commitments.

- Support flexible working where possible
- 18 days personal/carers leave annually
- 3 days paid leave (Christmas to New Year)
- Parental leave: 18 weeks (primary), 8 weeks (secondary, increasing to 18 weeks by 2027)
- Annual flu vaccinations
- Cultural, NAIDOC, and First Nations ceremonial leave
- Fitness Passport
- Salary packaging options via superannuation contributions or a novated vehicle lease

Duties

Your Duties and Responsibilities

Leadership - Provide expert leadership and strategic direction in the operation and development of Nuclear Stewardship science and technology to achieve ANSTO strategic objectives including full utilisation of scientific capabilities and to deliver scientific excellence to ANSTO, university, government and industry stakeholders.

Management - Deliver best-practice management and utilisation across all aspects of operations, ensure the availability of facilities, equipment and expertise, and partner with stakeholders from across government, industry and research sectors.

Decision making - As a member of ANSTO's senior leadership, collaborate, advise, exchange information and deliver on cross-organisational business development projects and additional funding opportunities. Exercise independence in determining how to achieve objectives, including deciding on methods and approaches, operations, project planning and allocation of resources.

Please view the full Position Description for further details.

Eligibility

How to Apply

If you’re excited about this opportunity and believe you would be a great fit for the role, please click Apply now. We can’t wait to hear from you!

For further information relating to this position please refer to the Position Description or contact Dr Miles Apperley by (02) 9717 3111. For all other queries please contact Talent Acquisition on (02) 9717 3359.

We are committed to providing reasonable adjustments during the recruitment process to ensure all candidates have equal access and opportunity. Please let us know if you require any support or accommodations for your interview.

To be eligible for appointment, applicants will require an ANSTO Suitability Assessment and a pre-employment medical assessment.

Application closing date: Sunday 22 November 2026 at 11.59pm

All applicants must be Australian citizens.

In order to solve great challenges, we need great minds and great teams. At ANSTO, we understand that diverse teams produce better outcomes and we value the merit that a diverse perspective can bring to our team. We encourage people from diverse backgrounds to apply for our roles including Aboriginal and Torres Strait Islander people, primary carers, those with a disability, and women in STEM. ANSTO is a charter member of the Science i

Notes

About the Australian Nuclear Science and Technology Organisation

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

To Apply

Position Contact	Donna Mansfield, (02) 9717-9361
Agency Recruitment Site	https://careers.ansto.gov.au/job/Sydney-General-Manager-Nuclear-Stewa

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Industry, Science, Energy and Resources

Vacancy VN-0773925

Australian Nuclear Science and Technology Organisation

Closing Date:Sunday 08 November 2026

Nuclear Operations Safety and Security
Nuclear Stewardship

Job Title	Year in Industry Internship Program - Nuclear Stewardship
Job Type	Full-Time, Non-Ongoing
Location	Lucas Heights NSW
Salary	$58,893 - $58,893
Future Merit Locations	Lucas Heights
Office Arrangement	On Site
Office Arrangement Details	Hybrid
Classification	
Position Number	PD-0000
Agency Website	https://www.ansto.gov.au/about/what-we-do

Job Description *https://careers.ansto.gov.au/job/Sydney-Year-in-Industry-Internship-Program-Nuclear-Stewardship-NSW/1369340*

Position Overview

- 12-Month Internship | Commencing February 2027 | Full Time | $58,893 +15.4% super
- To be eligible you must be currently completing a degree in Science or Engineering
- Lucas Heights, Sutherland Shire Location / Bus from Sutherland Station
- Health & Wellbeing Programs | Generous leave provisions | Cafe onsite

About the Opportunity

A competitive edge over other Graduates! Are you completing a degree in Science or Engineering and would like to gain valuable hands-on practical experience in your field? ANSTO's Year in Industry Internship program is your introduction to a career in nuclear science and technology at the home of Australia's most significant landmark and national infrastructure organisation.

Be industry-ready! The one-year program commences February 2027 and provides industry-based learning for students to apply theory and skills to the workplace and use this experience to enhance the value of their remaining study. You will get the opportunity to work with world- class, specialised scientific equipment to deliver on a range of industry and research projects. This opportunity is ideal for students studying one or more of the following degrees: .

- Chemistry
- Earth and environmental science
- Physics
- Forensic science
- Engineering

The internship is open to penultimate year students, and participants are required to defer their final year of study to work full-time. If selected for this opportunity you will need to provide a formal statement from your university confirming approval of your deferral of studies to participate in the program.

About You

"This opportunity is ideal for someone with a strong technical foundation, proactive mindset, excellent collaborative skills and has a passion for science" - **Isabella Naletilic, Radioanalytical Science Services Manager**

About Us

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

ANSTO's Nuclear Stewardship division maintains national nuclear science & technology capabilities and functions that are mandated by Government, regulators or otherwise considered essential to ongoing ANSTO operations. Capabilities include radionuclide metrology, measurement and monitoring of radioactivity in the environment, low and intermediate radioanalytical chemistry and nuclear forensics.

This position will be based in the Low Level Radioanalytical Group which maintains measurement capabilities to quantify naturally occurring radionuclides and difficult to measure radionuclides through alpha, beta and gamma measurement techniques, as well as lead-210 dating of sediments.

Working with us you will enjoy

ANSTO employees are passionate about what they do. We enjoy being part of an organisation making a difference in the lives of Australians.

Diversity and inclusion

At ANSTO, we recognise that diverse teams deliver better outcomes. We are committed to creating an inclusive workplace where everyone can contribute and thrive.

We strongly encourage applications from:

- Aboriginal and Torres Strait Islander peoples
- Women in STEM
- People with disability

Duties

Your Duties and Responsibilities

- experimental design and implementation
- maintenance, calibration and operation of laboratory equipment
- alpha, beta and gamma spectral analysis, including the maintenance, calibration, and operation of associated counting instrumentation
- radiochemical separations
- inorganic chemistry
- lead-210 dating of sediment
- laboratory housekeeping
- record keeping and data collation
- and more...

Eligibility

How to Apply

All applications must be submitted through the online application system. Applications submitted via email will not be accepted.

For further technical information relating to this position please refer to the Position Description or contact Isabella Naletilic on (02) 9717 9187. For all other queries please contact Talent Acquisition on +61 **(02) 9717 9361.**

Additional Information

- The program is scheduled to commence in February 2027
- Opportunities are full-time paid placements
- Participants must defer their university studies for the duration of the program and provide confirmation from their university
- Appointment is subject to obtaining the required security and pre-employment medical assessment
- All applicants must be Australian citizens

If you want to join a world class organisation that's making a difference in the lives of Australians, apply now!

Application closing date: 08 November 2026 at 11:59pm

Notes

About the Australian Nuclear Science and Technology Organisation

ANSTO leverages great science to deliver big outcomes. We partner with scientists and engineers and apply new technologies to provide real-world benefits. Our work improves human health, saves lives, builds our industries and protects the environment. ANSTO is the home of Australia's most significant landmark and national infrastructure for research. Thousands of scientists from industry and academia benefit from gaining access to state-of-the-art instruments every year.

To Apply

Position Contact	Donna Mansfield, (02) 9717-9361
Agency Recruitment Site	https://careers.ansto.gov.au/job/Sydney-Year-in-Industry-Internship-Progr

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Industry, Science, Energy and Resources

Vacancy VN-0773934

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date:Wednesday 04 November 2026

Information Technology & Management

Job Title	Facilities and Data Centre Operations - Technical Generalist
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$76,068 - $96,813
Future Merit Locations	Canberra
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible
Classification	
Position Number	104412
Agency Website	http://www.csiro.au

Job Description

https://jobs.csiro.au/

Acknowledgement of Country

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the area that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our vision towards reconciliation.

Role highlights

- **Support critical Data Centre infrastructure powering CSIRO’s national research**
- **Work with leading technologies across complex Data Centre environments**
- **Enjoy flexible working conditions plus 15.4% superannuation**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit CSIRO.au for more information.

The opportunity

As the Facilities and Data Centre Operations Technical Generalist, you'll play a key role in supporting and managing CSIRO's national on-premises and colocation Data Centres.

You'll oversee critical infrastructure, coordinate maintenance and lifecycle upgrades, manage contractors and vendors, and support the delivery of minor projects and continuous service improvements. You'll also administer the Data Centre Infrastructure Management (DCIM) system, including Schneider Electric's EcoStruxure IT platform, while working collaboratively across teams to support CSIRO's national research infrastructure.

The role offers a mix of flexible remote and on-site work, with occasional interstate travel.

Duties

High-level duties include:

- Actively manage, monitor and support the day-to-day operations of CSIRO's on-premise and colocation Data Centres across Australia.
- Assist with the implementation of installations, lifecycle upgrades and maintenance activities for critical Data Centre infrastructure, ensuring operational continuity and alignment with service delivery standards.
- Engage with vendors and contractors performing corrective and preventative maintenance tasks, ensuring compliance with safety and procedural guidelines.
- Complete allocated tasks to ensure timely and efficient execution of Data Centre work packages and project milestones.
- Monitor Data Centre Infrastructure Management (DCIM) systems—particularly Schneider Electric's EcoStruxureIT—to ensure optimal performance, availability, and capacity of critical supporting infrastructure.
- Contribute to the teams strategic planning and support the development and implementation of Data Centre best practices and methodologies.

Role particulars

Location and office arrangements: Black Mountain, Canberra ACT

Salary: AU$76,068 – AU$96,813 per annum, plus 15.4% superannuation

Tenure & work schedule: Indefinite

Reference: 104412

Eligibility

As the successful candidate, you will bring:

Essential criteria

- Relevant certifications/diploma/bachelor's degree or equivalent relevant work experience in a Data Centre, Facilities or IT operations environment with a strong willingness to learn and adapt.
- Demonstrated ability to follow standard operating procedures, assist with data centre equipment installations and maintenance, and apply logical problem-solving to operational tasks under general guidance.
- An understanding of safety protocols, site procedures and guidelines when assisting staff and contractors with maintenance activities.
- A proactive mindset focused on noticing how things work to make immediate, practical changes to improve efficiency or quality.
- Demonstrated computer literacy and competency using tools such as Microsoft 365, MS teams, Atlassian confluence, and DCIM tools.
- Excellent interpersonal and communication skills with the ability to present factual information clearly and a collaborative approach to seeking the ideas of others.
- Must hold and maintain a valid full Australian Drivers licence

Desirable

- Experience in configuring and administering the Schneider Electric DCIM suite of products, particularly StruxureWare and EcoStruxureIT.
- Experience working in a geographically dispersed team.
- Experience working in a research environment.

For full details about this role, and other criteria, please review the Position Description.

Notes

Not sure if you meet all the criteria?

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don't let the list discourage you. If you are unsure about applying, please reach out to the contact person in the Position Description.

Setting you up for success

We are committed to providing a recruitment process that is fair, equitable and accessible to everyone. We recognise that it may be helpful for us to adjust our process to make it equitable for your individual situation. Please contact Careers.online@csiro.au and let us know how we can support you.

Life at CSIRO and flexible work arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, benefits and career development opportunities. To find out more, visit Careers at CSIRO.

Inclusion and belonging

Solving Australia's greatest challenges takes a diversity of minds and lived experiences. We know diverse teams are more effective and deliver more innovative outcomes. As an equal employment opportunity organisation, we are committed to creating diverse and inclusive teams where people feel they belong. We recognise true diversity encompasses all ages, abilities, cultures, faiths, levels of education, genders, sexualities, diversity of thought and much more. We focus on hiring people who share our values of People First, Further Together, Making it Real and Trusted.

CSIRO holds Platinum Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Eligibility

This is a security assessed position, applications for this position are open to Australian Citizens only with the successful candidate being required to be able to obtain and maintain a security clearance at the Negative Vetting level 1. Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our Child Safe Policy.

How to apply

Please apply online and submit a cover letter (maximum 2 pages) and CV that demonstrate your motivation and ability to meet the essential requirements of this role.

Applications close

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Careers Online, 1300 984 220
Agency Recruitment Site	https://jobs.csiro.au/

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Industry, Science, Energy and Resources

Vacancy VN-0774000

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date:Tuesday 10 November 2026

Job Title	Senior Human Resources Specialist, Case Management and Investigations
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC, Sydney NSW, Adelaide SA, Hobart TAS
Salary	$118,102 - $127,808
Future Merit Locations	Canberra, Brisbane, Melbourne, Sydney, Adelaide, Hobart
Office Arrangement	Flexible
Office Arrangement Details	Flexible/hybrid
Classification	
Position Number	104257
Agency Website	http://www.csiro.au

Job Description

https://jobs.csiro.au/

Role highlights

- **End-to-end case management of complex and sensitive workplace matters including preliminary enquiries and investigations**
- **Provide trusted, evidence-based advice to support fair and appropriate outcomes**
- **Help foster a fair, respectful and inclusive workplace across CSIRO**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit CSIRO.au for more information.

The opportunity

We’re looking for an experienced HR professional to join our Case Management team as a Specialist. In this role, you’ll provide expert HR advice and support end-to-end case management of complex workplace matters. You’ll conduct preliminary enquiries and investigations to support the effective resolution of sensitive people matters, including employee misconduct, discrimination, bullying and harassment.

Drawing on your strong case management, investigative, analytical and interpersonal skills, you’ll assess risks and complexities, determine appropriate courses of action, coordinate and conduct investigations and other case-related activities, and provide clear, considered advice to support timely and effective resolution. You’ll work collaboratively with leaders, employees and key stakeholders to navigate complex workplace issues, maintain appropriate documentation and ensure matters are managed in accordance with organisational policies, procedures and relevant employment legislation.

Duties

- Assess and recommend appropriate resolution pathways for complex people matters in collaboration with the Case Management Manager and provide advice to senior management in addressing workplace conduct matters.
- Conduct and manage impartial workplace investigations into misconduct allegations and complex people matters, including evidence gathering, analysis and assessment, in a thorough, ethical, confidential and professional manner.
- Collaborate with People Partnering, Industrial Relations, Health and Wellbeing, IM&T, Integrity and other relevant stakeholders to draw on specialist expertise and support well-informed outcomes.
- Prepare clear, concise and accurate advice for senior management, including risk assessments and evidence-based recommendations.
- Manage the timely administration, tracking and reporting of cases, maintaining accurate and transparent records and confidential communication throughout the case management lifecycle.
- Build trusted relationships and communicate openly, respectfully and sensitively with individuals, leaders and stakeholders.

Location: Canberra, Brisbane, Melbourne, Sydney, Adelaide & Hobart.

Hybrid working available.

Salary: AU$118k - AU$127k pa + 15.4% superannuation

Tenure: Indefinite, Full-time

Eligibility

As the successful candidate, you will bring:

- Bachelor's Degree or equivalent experience in a related field such as Human Resource Management, or other relevant discipline.
- Specialised workplace investigation qualifications or equivalent.
- At least 3 years demonstrated experience conducting workplace investigations, including end to end case management of complex and sensitive matters
- Demonstrated ability to research, interpret and apply legislation, policies, and guidance material to support misconduct processes, particularly whilst encountering frequent ambiguity.
- A history of supporting and guiding leaders through complex and sensitive people matters.
- Superior judgement and reasoning capability, and a demonstrated ability to maintain independence, apply a risk management approach, and develop evidence-based recommendations.
- Superior written and verbal communication and stakeholder engagement skills, with the ability to build rapport, manage sensitive conversations, and work effectively with a diverse range of stakeholders.
- Demonstrated commitment to maintaining confidentiality and upholding ethical standards, respectful behaviours and attitudes in a collaborative environment.

For full details about this role, and other criteria, please review the Position Description.

Notes

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

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To Apply

Position Contact	Natalie Ward, +61 2 6276 6227
Agency Recruitment Site	https://jobs.csiro.au/

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Industry, Science, Energy and Resources

Vacancy VN-0773739

Department of Industry, Science and Resources (DISR)

Closing Date:Friday 20 November 2026

National Measurement Institute
Analytical Services Food & Health Biological Laboratory

Job Title	Assistant Manager - Food and Health Laboratory (Biology)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Port Melbourne VIC
Salary	$126,391 - $134,225
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 1
Position Number	1446_10/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=3E77E61D-F281-B507-14C5-ED6540AE4FCD

About the Department

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

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

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

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

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

About the team

We are the Australian Government's national authority on measurement. We play an important role in the Australian economy by leading, maintaining and regulating Australia's measurement system. We deliver world-class measurement products, advice and client services and administer the regulatory framework for measurement. Our national measurement standards are recognised internationally and we work to enhance and maintain these standards.

The Analytical Services Branch consists of a team of over 100 staff based in North Ryde and Port Melbourne. We are responsible for conducting chemical and biological measurement on a wide range of samples (including water, soil, food and pharmaceuticals). Performing a diverse range of tests (including elements, nutrients, organic contaminants and microbiological parameters). We provide analytical solutions and technical expertise for a large set of private sector and government clients across the environmental, food and health sectors, enabling them to meet their business, research and regulatory compliance needs. We also work closely with the tertiary education sector in Australia and have a number of international stakeholders.

What's in it for you?

We value the different skills, knowledge and perspectives our employees bring. We're committed to giving everyone an equal opportunity to participate, contribute and progress. Our values and behaviours centre around being Adaptable, Innovative, Accountable, Strategic, Inclusive and Influential.

Our ideal candidate

Our ideal candidate will have:

- Demonstrated leadership and people management experience in a scientific, technical or regulatory setting.
- Extensive knowledge of microbiological or biotechnology testing, laboratory operations and quality management systems.
- Strong understanding of ISO/IEC 17025 accreditation requirements and laboratory good practice.
- Demonstrated ability to manage complex technical, operational and organisational issues using sound judgement and evidence-based decision-making.
- Experience in project management, budgeting, resource planning, risk management and continuous improvement.
- Well-developed stakeholder engagement, negotiation, written communication and presentation skills.
- Ability to interpret and implement legislation, policies, procedures and business strategies.
- Demonstrated ability to manage compliance, quality assurance and operational risks.
- Thinks strategically and delivers agreed outcomes.
- Acts with integrity, accountability and sound professional judgement.
- Analyses complex information and develops practical solutions.
- Adapts to change and manages competing priorities.
- Communicates, collaborates and influences effectively.
- Demonstrates commitment to safety, quality, inclusion, innovation and continuous improvement.
- Relevant experience in both microbiology and biotechnology.
- Relevant tertiary qualifications in microbiology, biotechnology, biological science or another related scientific discipline, together with substantial experience in an accredited scientific laboratory environment.

Duties

As the Assistant Manager - Food and Health Biology Laboratory you will:

- Provide leadership and operational management within the laboratory and contribute to strategic planning and direction in consultation with the Laboratory Manager.
- Take responsibility for assigned operational, technical, quality, workforce and service delivery outcomes, including coordinating workflows, priorities and resources to meet agreed objectives.
- Lead and supervise scientific, technical and administrative staff, including work allocation, performance management, coaching, capability development and workforce planning.
- Provide high-level scientific and technical advice on complex microbiological, biotechnology, operational, quality and regulatory matters.
- Lead and oversee compliance with ISO/IEC 17025 accreditation requirements, laboratory quality systems, relevant legislation, departmental policies, and WHS obligations. In partnership with the chemistry Assistant Manager (EL1) and under the direction of the Food and Health Laboratory Manager, ensure the effective management and continuous improvement of the Quality System by overseeing method validation and verification, equipment and metrological traceability, proficiency testing, accreditation activities, audit programs, corrective and preventive actions, and staff competency assessment.
- Lead quality assurance, audits, risk management, corrective action, continuous improvement and the implementation of operational, technical and procedural change.

- Manage technical projects, method development and validation, capability enhancement, equipment procurement and laboratory improvement initiatives.
- Plan, allocate and monitor operational resources and expenditure within delegated authority, and prepare reports, briefings and recommendations for management.
- Manage complex or sensitive customer and stakeholder matters, negotiate practical outcomes and maintain productive relationships with internal and external stakeholders.
- Contribute to recruitment, succession planning and strategies to maintain critical scientific capability, and identify emerging issues that may affect longer-term priorities.
- Promote a safe, respectful, inclusive, innovative and customer-focused workplace culture.
- Represent the laboratory and the organisation at relevant technical, professional and stakeholder forums.

Eligibility

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

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

Notes

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

The department does currently offer flexible work opportunities for many roles. This vacancy is Melbourne based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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

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

To Apply

Position Contact	Paul Adorno, 0411751779
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=3E77E61D-F281-B507-14C5-ED(

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Industry, Science, Energy and Resources

Vacancy VN-0773757

Department of Industry, Science and Resources (DISR)

Closing Date:Friday 20 November 2026

National Measurement Institute
Analytical Services Food & Health Chemistry Laboratory

Job Title	Assistant Manager - Food and Health Laboratory (Chemistry)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Port Melbourne VIC
Salary	$126,391 - $134,225
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 1
Position Number	1454_10/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=02F5A85B-34E9-47EA-1A18-ED654172A81D

About the Department

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

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

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

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About the team

We are the Australian Government's national authority on measurement. We play an important role in the Australian economy by leading, maintaining and regulating Australia's measurement system. We deliver world-class measurement products, advice and client services and administer the regulatory framework for measurement. Our national measurement standards are recognised internationally and we work to enhance and maintain these standards.

The Analytical Services Branch consists of a team of over 100 staff based in North Ryde and Port Melbourne. We are responsible for conducting chemical and biological measurement on a wide range of samples (including water, soil, food and pharmaceuticals). Performing a diverse range of tests (including elements, nutrients, organic contaminants and microbiological parameters). We provide analytical solutions and technical expertise for a large set of private sector and government clients across the environmental, food and health sectors, enabling them to meet their business, research and regulatory compliance needs. We also work closely with the tertiary education sector in Australia and have a number of international stakeholders.

What's in it for you?

We value the different skills, knowledge and perspectives our employees bring. We're committed to giving everyone an equal opportunity to participate, contribute and progress. Our values and behaviours centre around being Adaptable, Innovative, Accountable, Strategic, Inclusive and Influential.

Our ideal candidate

Our ideal candidate will have:

- Demonstrated leadership and people management experience in a scientific, technical, quality or regulatory setting.
- Extensive knowledge of analytical chemistry, laboratory operations, method validation and quality management systems.
- Experience in both instrumentation and classical chemistry.
- Strong understanding of ISO/IEC 17025 accreditation requirements, quality governance and laboratory good practice.
- Demonstrated ability to manage complex technical, quality, operational and organisational issues using sound judgement and evidence-based decision-making.
- Experience in project management, budgeting, resource planning, risk management and continuous improvement.
- Well-developed stakeholder engagement, negotiation, written communication and presentation skills.
- Ability to interpret and implement legislation, accreditation requirements, policies, procedures and business strategies.
- Demonstrated experience in quality assurance, audits, compliance management, corrective actions and technical risk management.
- Strategic thinking and delivers agreed outcomes.
- Acts with integrity, accountability and sound professional judgement.
- Analyses complex technical and quality information and develops practical solutions.
- Adapts to change and manages competing priorities.
- Communicates, collaborates and influences effectively.
- Demonstrates commitment to safety, quality, inclusion, innovation and continuous improvement.
- Relevant tertiary qualifications in chemistry or another related scientific discipline, together with substantial experience in an accredited analytical laboratory environment.

Duties

The successful candidate will:

- Provide leadership and operational management within the laboratory and contribute to strategic planning and direction in consultation with the Laboratory Manager.
- Take responsibility for assigned operational, technical, quality, workforce and service delivery outcomes, including coordinating workflows, priorities and resources to meet agreed objectives.
- Lead and supervise scientific, technical and administrative staff, including work allocation, performance management, coaching, capability development and workforce planning.
- Provide high-level scientific and technical advice on complex analytical chemistry, method validation, quality, operational and regulatory matters.

- Lead and oversee compliance with ISO/IEC 17025 accreditation requirements, laboratory quality systems, relevant legislation, departmental policies, and WHS obligations. In partnership with the biology Assistant Manager (EL1) and under the direction of the Food and Health Laboratory Manager, ensure the effective management and continuous improvement of the Quality System by overseeing method validation and verification, equipment and metrological traceability, proficiency testing, accreditation activities, audit programs, corrective and preventive actions, and staff competency assessment.
- Lead quality assurance, audits, accreditation activities, risk management, corrective actions, continuous improvement and the implementation of quality, technical and procedural change.
- Manage technical projects, analytical method development and validation, capability enhancement, equipment procurement and laboratory improvement initiatives.
- Plan, allocate and monitor operational resources and expenditure within delegated authority, and prepare reports, briefings and recommendations for management.
- Manage complex or sensitive customer and stakeholder matters, negotiate practical outcomes and maintain productive relationships with internal and external stakeholders, including regulators and accreditation bodies.
- Contribute to recruitment, succession planning and strategies to maintain critical scientific and quality capability and identify emerging issues that may affect longer-term priorities.
- Promote a safe, respectful, inclusive, innovative, quality-focused and customer-focused workplace culture.
- Represent the laboratory and the organisation at relevant technical, quality, regulatory, professional and stakeholder forums.
- Act on behalf of the Laboratory Manager when required, within assigned authority.

Eligibility

Must be an approved signatory for chemical testing in a food laboratory.

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

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

Notes

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

The department does currently offer flexible work opportunities for many roles. This vacancy is Port Melbourne based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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

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

To Apply

Position Contact	Paul Adorno, 0411751779
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=02F5A85B-34E9-47EA-1A18-ED(

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Industry, Science, Energy and Resources

Vacancy VN-0773796

Department of Industry, Science and Resources (DISR)

Closing Date:Friday 06 November 2026

Australian Trade Remedies Commission
Strategy and Operations

Job Title	Business Services and Corporate Support Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	$81,448 - $87,918
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 4
Position Number	1483_10/26
Agency Website	https://www.industry.gov.au/

Job Description *https://industrycareers.nga.net.au/?jati=E228EF0C-CF79-A2A9-B7FF-ED657D7A49AD*

About the Department

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

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

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

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

About the team

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

What's in it for you?

This role provides the unique opportunity to gain insights into the diverse work carried out across the commission, enabling you to establish connections with team members from various roles and disciplines. The commission offers a high-quality learning and development program, which facilitates a swift understanding of your responsibilities. Furthermore, it presents opportunities for career growth, allowing staff to transition between different sections and disciplines, when the time is right.

Our ideal candidate

To undertake this role, you will be required to demonstrate that you have:

- strong interpersonal and communication skills.
- effective time management and organisation skills.
- ability to understand and follow processes and procedures.
- ability to identify and escalate issues and risks.
- ability to prioritise between multiple competing tasks to deliver outcomes in a responsive, timely manner.
- a proactive can-do disposition with a track record of demonstrating initiative.
- proficient Microsoft Office suite skills.
- high standards of professional and personal integrity.

Are you unsure about applying? If you think you have what it takes, but don't necessarily meet every single point described, please still apply or get in touch with the contact offcer to learn more about the role.

Duties

This role will be responsible for providing administrative and corporate support to the senior executive at the Anti-Dumping Commission. Specifically, this role requires you to work within departmental policies and procedures to:

- Manage office supplies, visitor attendance and mail distribution
- coordinate various monitoring and reporting tasks across property and OH&S.
- Coordinate logistics associated with on-boarding and off-boarding staff.
- Support Commission staff coordinate and deliver functions and events.
- Work with executive and executive support staff to prepare and manage Commission-wide reports, templates and corporate requests, including mailbox management.
- Act as Executive Assistant to executive staff as required.
- Skills and experience in undertaking a similar role, or capacity to develop these skills quickly is essential for this position.

Eligibility

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

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

Notes

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

The department offers flexible working arrangements for many roles; however, this position is based in our Melbourne CBD office and is an in-office role. Please contact the nominated contact officer if you would like to discuss the working arrangements for this position further.

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

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

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To Apply

Position Contact	Monika Lacey, N/A
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=E228EF0C-CF79-A2A9-B7FF-ED

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Industry, Science, Energy and Resources

Vacancy VN-0773904

Department of Industry, Science and Resources (DISR)

Closing Date:Monday 09 November 2026

Chief Information Officer

Job Title	Assistant Managers and Technical Leaders (multiple opportunities)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$126,391 - $134,225
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 1
Position Number	1495_10/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=87AD5988-1187-CDB4-B836-ED65F523C647

About the Department

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

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

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

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

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

About the team

The Chief Information Officer Division (CIOD) is a diverse and dynamic division that drives the digital agenda for the department. Leading the delivery of the department's digital offerings and transformation, the CIO Division partners with business areas and stakeholders to:

- Realise the digital policy objectives of the department
- Define the department's digital landscape
- Co-design digital experiences making it simpler to innovate, collaborate and communicate
- Drive the innovation and transformation of IT services
- Protect the department from cyber threats
- Provide a strong technology foundation for staff

The CIOD is comprised of four branches:

- Digital Services for Business - delivers whole-of-government digital services that support Australian businesses and the transformation of ICT services in alignment with government digital policy goals.
- Digital Strategy and Cyber Security - sets the direction for the division making sure that our technology is cyber secure, strategically sound and meets our accessibility and user needs.

- Digital Enabling Services – delivers and maintains core ICT infrastructure and services, supporting both day-to-day operations and major transformation initiatives, ensuring departmental ICT systems are secure, reliable, and aligned with strategic objectives.
- Digital Modernisation - transforming the department’s business systems and driving the adoption of emerging technologies, including AI.

The opportunity

The Chief Information Officer’s Division is offering multiple opportunities for EL1 technical and non-technical leaders who are interested in leading in the department’s ICT space, with immediate vacancies in our Cloud Platforms and Platform Services teams.

Our ideal candidate

Our ideal candidate will demonstrate a combination of the following capabilities:

- Experience leading collaborative project and/or technical teams, fostering a positive, collaborative, and high-performing team culture.
- Proactive with excellent judgement and decision-making capability.
- Strong written and verbal communication skills.
- Lead and develop staff through coaching, performance management, and capability building.
- Provides strategic direction, coordination and technical oversight to support operational priorities, project delivery, and service improvements.
- Ensures availability, resilience, security, and lifecycle management of supported technologies.
- Actively participates in leadership forums, governance boards, and stakeholder engagements.
- Drives innovation, continuous improvement, and service excellence.
- Manages risks, issues, reporting, and operational projects in line with established governance requirements.

Duties

- Provide strategic leadership for digital products, services and projects that achieve strategic business outcomes.
- Provide strategic advice and informed recommendations to senior leaders on delivery, risk, investment and priority decisions.
- Champion process improvements and best-practice governance to enhance efficiency and service delivery.
- Engage and collaborate with stakeholders across the division and broader agency to strengthen governance and operational resilience.

Team and Technical Lead, Platform Services

- Leads technical staff and provides strategic technical leadership across core infrastructure technologies (enterprise server, identity, and security platforms) supporting the department's ICT environment
- Responsible for workforce management, technical direction, modernisation planning and delivery of complex technical work
- Provides strategic direction and technical oversight across enterprise platforms
- Coordinates operational priorities, project delivery, and service improvements
- Ensures availability, resilience, security, and lifecycle management of supported technologies

Senior Server Engineer, Platform Services

- Leads the management, design, maintenance, and improvement of enterprise server, identity, and security platforms.
- Supports system availability, resilience, disaster recovery, and lifecycle management
- Provides expert technical advice and evidence-based recommendations across the Platform Services technology stack
- Leads troubleshooting and root cause analysis for complex issues
- Drives platform modernisation, innovation, and automation initiatives
- Develops and maintains technical documentation, standards, and procedures.

Assistant Manager, Cloud Platforms

- Supports cloud platform operations, cloud financial management (FinOps), governance and service delivery
- Leads Cloud FinOps and financial governance practices across Azure and AWS environments, including cost optimisation, budgeting, forecasting and cost allocation
- Establishes and enforces FinOps governance practices, including tagging standards, cost allocation models, budgeting controls, and policy compliance.
- Develop and maintain cloud consumption dashboards and provide financial insights to support budgeting, investment planning and executive decision-making.

Candidates are encouraged to tailor their pitch to highlight how their skills and capabilities suit the role of their preference.

Eligibility

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

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

Notes

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

The department does currently offer flexible work opportunities for many roles. This vacancy is Canberra-based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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

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To Apply

Position Contact	Jodi O'Connor, 0472 656 611
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=87AD5988-1187-CDB4-B836-ED

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Industry, Science, Energy and Resources

Vacancy VN-0773915

Department of Industry, Science and Resources (DISR)

Closing Date:Monday 09 November 2026

Australian Trade Remedies Commission

Job Title	Deputy Commissioner Safeguards and Assessment
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra 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, Canberra
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Senior Executive Service Band 1
Position Number	1527_10/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=6E166B87-E02C-6332-A33B-ED662E7913C2

About the Department

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

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

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

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

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

About the team

About the Commission

The Australian Trade Remedies Commission is a best practice regulator and a leading international trade remedies authority. We exist to support the Australian economy by securing a level playing field for local industry by investigating and remedying unfair international trade practices including dumping, subsidies and import volume surges.

The Commission delivers against the Minister's Statement of Expectations to ensure a more timely, effective and accessible trade remedies system, and to contribute to a Future Made in Australia.

The Commission is undergoing significant reform, including operating model improvements, legislative reform, capability uplift, and the establishment of a safeguards function.

At the Commission, you can do meaningful work that has a real impact on Australian industry and the economy, while building specialist expertise in a supportive, flexible and values-driven environment with a united culture that values trust, safety and continuous improvement. We invest in our people, encourage continuous learning, and empower staff to shape the future of a modern, best-practice regulator.

Safeguards branch

The safeguards function will undertake inquiries into import surges and their impact on Australian industry, using economic analysis, legal expertise and stakeholder engagement to support government decision-making. A safeguards mechanism is a trade remedy that allows a government to temporarily provide support to a domestic industry from a sudden surge in imports that is causing, or threatening to cause, serious injury to that industry.

The Safeguards Branch will be a multidisciplinary, nationally significant capability responsible for delivering Australia's trade remedies safeguards framework. The branch will play a key role in strengthening Australia's trade remedies architecture and advancing the Commission's vision to be a best-practice regulator and leading international trade remedies authority. The branch may also support other investigations and Commission priorities as required, including the assessment and prioritisation of potential applications.

The opportunity

The SES Band 1 Deputy Commissioner Safeguards and Assessment is a senior executive leadership role responsible for establishing and leading the Commission's safeguards function, overseeing its case assessment and triage capability, and contributing to the strategic leadership of the Commission.

The role provides authoritative leadership on safeguards matters and the Commission’s approach to upfront assessment, including complex economic, industry and market analysis relating to import surges, serious injury and the impacts of safeguard measures. The Deputy Commissioner shapes organisational strategy, builds capability, influences stakeholders and delivers outcomes that support Australia's trade remedies framework, industrial resilience and broader economic interests, including the statutory safeguards framework.

The role is responsible for leading the Safeguards Branch, driving organisational performance, fostering a culture of integrity and excellence, and ensuring the delivery of high-quality, evidence-based safeguards inquiries, assessments and advice to government.

Our ideal candidate

Our ideal candidate will be a strategic and collaborative leader with a strong understanding of economic and industry analysis, experience leading assessment, able to translate complex evidence into practical insights that support government decision-making. They will build capability, influence outcomes and deliver results aligned to government priorities.

The successful candidate will possess the following:

Experience

- Demonstrated experience leading complex economic, industry, assessment, and regulatory or public policy functions.
- Experience providing strategic advice on complex economic, industry or trade-related issues to senior executives, Ministers or government decision-makers.

- Experience overseeing risk-based assessment and triage in a regulatory or investigatory environment.
- Proven experience leading organisational change, reform, capability building or establishment of new functions.
- Experience managing complex stakeholder environments and influencing outcomes across organisational boundaries.
- Experience leading multidisciplinary teams and delivering results through others.

Skills and knowledge

- Strategic leadership and organisational stewardship.
- Strong economic, industry and analytical capability, including the ability to interpret complex market, trade and industry trends.
- Exceptional stakeholder engagement, negotiation and influencing skills.
- Strong judgement, decision-making and problem-solving capability.
- Ability to lead change, foster innovation and drive continuous improvement.
- Strong understanding of regulatory assessment, triage, governance, risk management and public sector accountability.
- Knowledge of trade remedies, international trade, economics, industry analysis, economic regulation, public policy, investigations or related disciplines, or the demonstrated ability to rapidly acquire such knowledge.
- Excellent communication skills and the ability to provide authoritative advice on complex economic, industry and policy issues.

Duties

- Provide strategic leadership for the establishment and operation of the safeguards function.
- Lead safeguards inquiries, market monitoring and economic and industry assessment activities, ensuring robust analysis of import trends, industry impacts, injury and causation.
- Provide authoritative advice on complex economic, industry and trade matters to the Commissioner, Executive Leadership Team, ministers and government stakeholders.
- Ensure the effective delivery of branch priorities and organisational outcomes.
- Lead a consistent, risk-based approach to case assessment and triage, supporting effective upfront review.
- Build and maintain trusted relationships with industry, government agencies, international counterparts and other stakeholders.
- Build capability across economic analysis, inquiry management, case assessment, stakeholder engagement and trade remedies practice.
- Maintain sound governance, manage risk and support evidence-based decisions across the branch.
- Represent the Commission in high-level domestic and international forums on safeguards, trade remedies and related economic policy matters.

Eligibility

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

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

Notes

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

The department does currently offer flexible work opportunities for many roles. This vacancy is Canberra or Melbourne based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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

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To Apply

Position Contact	Monika Lacey, N/A
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=6E166B87-E02C-6332-A33B-ED(

Industry, Science, Energy and Resources

Vacancy VN-0773918

Department of Industry, Science and Resources (DISR)

Closing Date:Monday 09 November 2026

Australian Trade Remedies Commission

Job Title	Deputy Commissioner Investigations
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Senior Executive Service Band 1
Position Number	1528_10/26
Agency Website	https://www.industry.gov.au/

Job Description

https://industrycareers.nga.net.au/?jati=E4CDBBC4-B684-C3AA-C425-ED662F148C81

About the Department

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

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

About the team

About the Commission

The Australian Trade Remedies Commission is a best practice regulator and a leading international trade remedies authority. We exist to support the Australian economy by securing a level playing field for local industry by investigating and remedying unfair international trade practices including dumping, subsidies and import volume surges.

The Commission delivers against the Minister's Statement of Expectations to ensure a more timely, effective and accessible trade remedies system, and to contribute to a Future Made in Australia.

The Commission is undergoing significant reform, including operating model improvements, legislative reform, capability uplift, and the establishment of a safeguards function.

At the Commission, you can do meaningful work that has a real impact on Australian industry and the economy, while building specialist expertise in a supportive, flexible and values-driven environment with a united culture that values trust, safety and continuous improvement. We invest in our people, encourage continuous learning, and empower staff to shape the future of a modern, best-practice regulator.

Investigations branch

The Investigations Branch is responsible for delivering the Commission's core anti-dumping and countervailing functions by investigating allegations of unfair international trade practices and providing recommendations on appropriate remedies. The branch undertakes complex

anti-dumping, countervailing and related trade remedies investigations, verifies information provided by Australian and overseas parties, conducts economic and financial analysis, and prepares advice and recommendations which are published on the Commission’s website.

It works closely with Australian manufacturers, importers, exporters, foreign governments and legal representatives to ensure investigations are robust, evidence-based and consistent with Australia's legislative and international obligations.

The branch manages a dynamic caseload of complex matters, including investigations, reviews and assessments, while driving continuous improvement in case management, technical capability and regulatory practice. Staff regularly undertake domestic and international verification activities, prepare high-quality reports and ministerial advice, and contribute to maintaining the Commission's reputation as a leading international trade remedies authority.

Our ideal candidate

Our ideal candidate is a strategic and influential leader who can deliver complex regulatory outcomes in a high-profile environment. They will bring exceptional judgement, integrity and the ability to lead multidisciplinary teams through complexity and change.

They will analyse complex evidence, balance competing priorities and deliver timely, high-quality outcomes while upholding procedural fairness.

As an authentic and collaborative executive, they will foster a positive culture and help shape the Commission’s reform agenda.

Experience

- Senior leadership experience in a regulatory, investigative, policy or operational environment, including oversight of complex investigations, reviews or regulatory processes.
- Demonstrated experience managing a large team, competing priorities, risk and performance.
- A track record of providing strategic advice on complex and sensitive issues and influencing diverse stakeholders.
- Experience leading organisational change, capability uplift and continuous improvement.
- Relevant qualifications or equivalent experience in law, economics, accounting, commerce, public policy or a related field are desirable.

Skills and knowledge

- Strong knowledge of regulatory investigations, administrative decision-making and risk management.
- Ability to analyse complex economic, commercial and evidentiary matters and exercise sound judgement.
- Highly developed strategic thinking, problem-solving and decision-making skills.
- Excellent communication and negotiation skills, with the ability to build productive relationships across government, industry and international stakeholders.
- Knowledge of trade remedies, international trade, economics, law or a related regulatory field is highly desirable.

Duties

- Lead the Commission's investigations program, including anti-dumping and countervailing investigations.
- Provide strategic leadership to multidisciplinary teams undertaking complex investigations, verification activities and evidence-based analysis.
- Lead and manage a large team, delivering through people by setting clear priorities, organising work and resources, motivating and recognising staff, and maintaining strong operational oversight to achieve timely, high-quality outcomes.
- Drive operational performance, case management excellence and continuous improvement across the investigations function.
- Ensure investigations are conducted with integrity, procedural fairness and technical rigour to maintain confidence in Australia's trade remedies system.
- Provide authoritative advice to the Commissioner, senior executives and government on complex trade remedies, regulatory and strategic issues.
- Build and maintain effective relationships with industry, government agencies, foreign governments and international stakeholders.
- Contribute to the strategic leadership, governance and ongoing reform of the Commission as a member of the executive leadership team

Eligibility

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

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

Notes

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The department does currently offer flexible work opportunities for many roles. This vacancy is Melbourne based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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To Apply

Position Contact	Monika Lacey, N/A
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=E4CDBBC4-B684-C3AA-C425-E

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Industry, Science, Energy and Resources

Vacancy VN-0773963

Department of Industry, Science and Resources (DISR)

Closing Date:Wednesday 04 November 2026

Questacon
Operations Centres Experience

Job Title	Retail Customer Service Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$72,556 - $78,682
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 3
Position Number	1524_10/26
Agency Website	https://www.industry.gov.au/

Job Description *https://industrycareers.nga.net.au/?jati=7D0683C9-51B6-B282-A8FD-ED66E1FD0A9D*

About the Department

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- Investing in science and technology
- Strengthening the resources sector.

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

About the team

Questacon – The National Science and Technology Centre in Canberra is a division of the Department of Industry, Science and Resources. Questacon is known for creating fun and interactive experiences with science and technology.

The Questacon Shop provides an opportunity for our visitors and customers to take their experience home and keep on experimenting!

The opportunity

The Retail Customer Service Officer works under general supervision to support the daily operation of the Questacon Shop and provide a high standard of customer service.

The position supports customers and school groups, processes online orders, maintains shop presentation and product availability, and assists with day-to-day retail operations. The role also provides procedural guidance and on-the-job support to APS2 Retail Assistants.

Our ideal candidate

- Have demonstrated experience in a fast-paced retail or customer service environment.
- Deliver friendly, knowledgeable and engaging customer service.
- Demonstrate strong communication, organisation and attention to detail.
- Be able to manage competing priorities and use sound judgement within established procedures.
- Work effectively as part of a team and be confident supporting and guiding other team members.

Duties

- Provide knowledgeable and engaging customer service, including responding to enquiries, providing product recommendations and processing transactions.
- Support school-group shopping sessions and liaise with teachers and the Visitor Experience team.
- Process, pick, pack and dispatch online orders and complete Click & Collect handovers.
- Support the merchandising and presentation of the shop, including product displays, signage and window displays.
- Maintain product availability on the shop floor and coordinate replenishment requirements with the Stock In team.
- Support daily shop operations, including opening and closing, point-of-sale and cash-reconciliation processes.

- Provide procedural guidance, induction support and on-the-job training to APS2 Retail Assistants.
- Participate in stocktake activities and support broader retail activities during busy periods.
- Follow relevant retail procedures, cash-handling controls, WHS requirements and safe work practices.

Eligibility

Prior to commencing the successful applicant will be required to:

- Undergo a ‘Working with Children’ Police Check;
- Obtain or hold a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011.

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

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

Notes

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

This position is a place-based role at the Questacon Centre. This is a full-time Monday to Friday position working 37.5 hours per week. You may be required to work evenings, weekends and public holidays based on operational requirements. Please reach out to the contact officer to discuss this further.

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

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

The department’s Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the department with the needs of the individual. Options may include full time/part time working arrangements, working from home or other arrangements. Our employees say they recommend our department as a good place to work. Our workplace is one that encourages and supports all employees to have a sense of belonging and a culture that allows them to bring their authentic selves to work every day. Our reconciliation vision supports a workforce with opportunities and career pathways for Aboriginal and Torres Strait Islander peoples. The vision allows them to feel empowered and helps to ensure that the department and broader community can benefit from the knowledge and experience of Australia’s First Peoples. We encourage applications from people of all ages, abilities, nationalities and backgrounds including Aboriginal and/or Torres Strait Islander people, mature age, culturally and linguistically diverse people, people of the LGBTIQA+ community and people with disability. The department wants to give candidates the opportunity to demonstrate their full potential during a recruitment process. We encourage candidates who require any adjustments or support as part of the

recruitment process to reach out and discuss them with the job's contact officer. Candidates are also welcome to contact our Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	Jack Pagett, 02 6270 2945
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=7D0683C9-51B6-B282-A8FD-ED

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Industry, Science, Energy and Resources

Vacancy VN-0773892

Geoscience Australia

Closing Date:Sunday 08 November 2026

Minerals, Energy and Groundwater Division
Advanced Science Computational Science

Job Title	Director, Computational Science
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	$144,590 - $180,193
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27
Classification	Executive Level 2
Position Number	19404
Agency Website	www.ga.gov.au

Job Description

https://www.ga.gov.au/about/careers/current-vacancies

Geoscience Australia values the lands, water and sky as we work to deepen a shared understanding of Country and Earth. We respect First Nations peoples and their enduring connection, contribution and obligations to Country. Reflecting on our shared history, we are committed to listen and learn.

About us

Geoscience Australia brings together science, data and technology to provide geoscience insights that inform decision-making by government and industry, support innovation, and contribute to Australia's safety, resilience and prosperity.

Our work spans the Australian continent, marine jurisdiction and Antarctic territory, from space to the Earth’s core. We deliver national-scale data, services and infrastructure and work with partners to deepen understanding of Australia and respond to the opportunities and challenges facing our nation.

Our culture

Our strength lies in our people, including our diversity in backgrounds, skills and experiences, and the way we work together to respond to the emerging needs of our work. We value diversity in

gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged.

What we can offer you

At Geoscience Australia, you'll have the opportunity to contribute to nationally significant science, data and technology that makes a difference to Australia. You'll work alongside people with diverse expertise and experience, with opportunities to learn, develop and contribute to work with real-world impact.

We offer competitive employment conditions, flexible working arrangements and a range of benefits that support the wellbeing and development of our people. Click here to find out more.

Our team

This role is based within the Computational Modelling team in the Advanced Science Branch, part of the Minerals, Energy and Groundwater (MEG) Division. The Advanced Science Branch provides scientific oversight across the division with a focus on the Resourcing Australia's Prosperity initiative and provides dedicated technical leadership and advice on the application of emerging technologies, including artificial intelligence (AI) and machine learning (ML), to emerging challenges in resource geoscience.

The goal of the team is to improve productivity within Geoscience Australia and the Australian resources sector by driving development and training of geoscience AI models across a range of modalities that leverage the richness of Australia's geoscience and related data. This includes adapting and developing frontier models within specific domains, including geology, geochemistry, geophysics and 3D modelling.

The team works closely with the Data Interoperability and Remediation team in the Advanced Science Branch to ensure both teams are aligned towards the common goal of driving new technologies to advance Australian geoscience. The team will also closely collaborate with other teams across Geoscience Australia, the Australian Government, publicly funded research organisations, industry and communities.

Duties

The role

The Director, Computational Science will lead a newly established section in the Advanced Science Branch focused on developing and operationalising AI foundation models and other computational modelling approaches to maximise insights from Australia's corpus of geoscience data. They will lead a diverse team of computational geoscientists, software engineers, subject matter experts and data specialists to deliver computational models, guide the creation of AI-ready datasets, implement novel algorithms, and help automate scientific workflows.

The role will collegiately set the strategic direction for the section with an emphasis on development and application of frontier AI models and creation of interoperable AI-ready geoscience data. They will manage compliance with Australian Government AI Technical Standards, ensuring alignment with AI Ethics Principles and broader governance frameworks. They will manage implementations of solution ensuring sustainable scalability and maintainability within agreed budget envelopes and agency settings. They will also coordinate the work of the section with internal and external counterparts. The role will be essential in ensuring the data and models are fit for purpose for Minerals, Energy and Groundwater Division applications to increase productivity and within Geoscience Australia and the Australian resources sector. To this end the Director will be required to represent Geoscience Australia at both technical and non-technical forums.

The Director is a senior leader within the Minerals, Energy and Groundwater Division and will report to the Branch Head, Advanced Science Branch. The role will work closely with science leaders, digital delivery teams, enterprise capability areas, jurisdictional partners, publicly funded research organisations, communities and industry to maximise impacts of the section, branch and Geoscience Australia.

In this role you will:

- Collegiately set the strategic direction for the Computational Modelling section, ensuring the section’s activities are aligned with organisational priorities, developing clear plans, expectations and outcomes.
- Proactively build and nurture relationships with internal and external stakeholders to build computational modelling capability in the Advanced Science Branch.
- Provide expert leadership in shaping national approaches to geoscience data and computational modelling, influencing capability planning across the division.
- Collaborate in an agile environment with external partners where you will provide oversight, governance, and strategic coordination for the development of AI models, and scientific computing software and advise on interoperable data utilised by the models.
- Implement best practice software engineering and government standards including continuous integration/delivery, refactoring, unit-testing, automation and ethics.
- Lead the team as a strategic thinker, and build organisational capability by developing people, strengthening specialist expertise, managing resources and fostering a collaborative, inclusive and high-performing culture.
- Actively mentor and support team members by sharing your expertise in scientific software development, AI/ML science, and best practices software engineering standards and data.
- Facilitate knowledge transfer through regular technical discussions, internal presentations, and collaborative workshops.

To be successful in the role you will:

- Inspire a clear sense of purpose and direction, linking the work of the section to Geoscience Australia’s strategic priorities and broader whole-of-government outcomes.
- Engage and empower people by fostering an inclusive, diverse, and safe working environment.

- Demonstrate strong problem-solving skills, with the ability to identify issues and explore innovative solutions collaboratively across teams, organisations and technical challenges.'
- Nurture internal and external relationships working towards mutually beneficial outcomes.
- Communicate with influence and integrity, adapting messages for technical and non-technical audiences and building trust through clear, accountable leadership.
- Model commitment to building a positive and inclusive culture and resilience in dealing with uncertainty and change
- Value technical inquisitiveness, experimentation and excellence.
- Adhere to the APS Values and Code of Conduct and consistently behave in an honest, ethical and professional way

Required skills, knowledge, experience and/or qualifications

- A PhD in a relevant data or computational field is highly desirable.
- Demonstrated experience in leading multi-disciplinary teams and delivering complex technical projects with multiple collaborators.
- Experience with AI/ML concepts and frameworks, along with their practical applications in software and/or data solutions
- Experience with cloud computing services and high-performance computing infrastructure
- Knowledge of best-practice software development standards
- Strong understanding of geoscience information, data stewardship, interoperability, digital delivery and related scientific information systems and their role in enabling AI development and training.
- History of driving positive change and improvements in stakeholder workflows and organisational culture
- A track record of project delivery that yields positive outcomes for stakeholders

Are you unsure about applying?

Did you know that a Hewlett Packard internal report found that men apply for jobs when they meet an average of 60 per cent of the job requirements? Women and other people from diverse backgrounds tend to only apply when they check every box. If you think you have what it takes, but don’t necessarily meet every single point on what we are looking for, please still apply or get in touch with the contact officer to learn more about the role.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 750 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Dr Karol Czarnota on (02) 6249 9284 or email Karol.Czarnota@ga.gov.au

To learn more about applying for roles within the Australian Public Services please review, ‘ Applying for an APS job: cracking the code’.

Use of AI in Recruitment

Geoscience Australia may use Microsoft Copilot to support limited administrative and preparatory aspects of the recruitment process. Artificial Intelligence is not used to assess or select candidates, and all decisions are human-led and based on merit.

Candidates must ensure their application reflects their own skills, experience and capabilities. Any use of AI must be responsible, transparent where required, and must not misrepresent their suitability for the role.

Candidates will be asked to disclose their use of AI when submitting an application and may also be asked to do so at various stages throughout the recruitment process.

Applicants are encouraged to familiarise themselves with the Principles for candidate use of AI in recruitment, as well as the Principles for agency use of AI in recruitment which outline expectations for the responsible, ethical and transparent use of AI when applying for APS roles.

Eligibility

Eligibility

To be eligible to apply for this position you must meet the below eligibility criteria.

- Be an Australian Citizen at the closing date of application.
- The successful applicant must be able to obtain, hold and maintain a security clearance of an appropriate level relevant to this role.
- Commencement of employment is subject to the successful applicant undergoing and satisfying pre- employment screening, which includes a police history check.

Notes

Technical Assistance

If you require technical assistance, call our Recruitment team on (02) 6249 9777 or email recruitment@ga.gov.au

A merit list/pool may be created from this process. If you are successful for the merit pool, your details may be shared with other Australian Public Service agencies unless you choose not to have your details disclosed.

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

About the Geoscience Australia

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To Apply

Position Contact	Dr Karol Czarnota, (02) 6249 9284
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0774048

Geoscience Australia

Closing Date:Thursday 12 November 2026

Enabling Services Division
Chief Information and Transformation Office Transformation Office

Job Title	Project Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Symonston ACT
Salary	$121,755 - $137,542
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Geoscience Australia Enterprise Agreement 2024–27
Classification	Executive Level 1
Position Number	19013
Agency Website	www.ga.gov.au

Job Description

https://www.ga.gov.au/about/careers/current-vacancies

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Our work spans the Australian continent, marine jurisdiction and Antarctic territory, from space to the Earth’s core. We deliver national-scale data, services and infrastructure and work with partners to deepen understanding of Australia and respond to the opportunities and challenges facing our nation.

Our culture

Our strength lies in our people, including our diversity in backgrounds, skills and experiences, and the way we work together to respond to the emerging needs of our work. We value diversity in

gender, backgrounds, culture, and experiences of our employees and are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications from people who reflect this diversity are encouraged.

What we can offer you

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We offer competitive employment conditions, flexible working arrangements and a range of benefits that support the wellbeing and development of our people. Click here to find out more.

Our team

The Transformation Office is part of the Chief Information and Transformation Officer (CITO) Branch and is responsible for planning, coordinating, delivering, monitoring and reporting a program of transformation initiatives for Geoscience Australia. In particular, the Transformation Office ensures that transformation projects are effectively defined and sequenced, risks, issues and dependencies are managed, change and communication activities are effective and that benefits are defined and measured.

The CITO Branch is responsible for driving the organisation's digital, data, and business transformation agenda. The branch provides strategic leadership and governance for information and communication technology (ICT), data management, security, and enterprise architecture, ensuring systems and platforms are secure, reliable, and aligned with organisational priorities.

The CITO Branch leads the design and delivery of innovative, user-centric digital services while enabling continuous improvement across business processes. It works in partnership with business areas to modernise capabilities, leverage data for decision-making, and embed scalable, future-ready solutions. The branch also fosters a culture of agility, collaboration, and innovation to support sustainable transformation and improved outcomes for stakeholders.

The role

The Project Manager reports to the Program Manager within the Transformation Office. This role is responsible for leading the delivery of complex, enterprise-scale data and digital projects, ensuring that solutions are cloud native, secure, and aligned with Geoscience Australia's strategic and enterprise architecture frameworks. The role provides delivery leadership for multidisciplinary teams and partners closely with ICT, data and business areas to ensure projects achieve measurable organisational, user, and stakeholder benefits.

This is a leadership position that combines technical project delivery expertise with the ability to influence others, foster innovation, and drive continuous improvement in project delivery practices across Geoscience Australia.

Duties

In this role you will:

- Lead the planning and delivery of complex data and digital transformation projects, applying project and agile methodologies tailored to Geoscience Australia's environment.
- Support the integration of data, cloud, and digital capability in project delivery, ensuring that technical solutions are cloud native, sustainable, and compliant with enterprise architecture standards.
- Ensure that projects are clearly defined and are aligned with program vision and benefits through the development and communication of realistic project plans, including estimates for resourcing, funding and delivery timeframes
- Partner with enterprise data and engineering teams to embed data governance, digital accessibility, and interoperability principles within project design and delivery.
- Actively promote adoption of cloud-native services, automation, and modern delivery practices to improve project efficiency and resilience.
- Work with the delivery team(s) to manage the delivery of work, including coordinating effort, monitoring project schedule, budget and resourcing, managing risks, issues and dependencies (and escalating to the Program Manager as appropriate)
- Contribute to integrated program planning, monitoring, reporting and evaluation, including defining measures of project benefits and supporting program-level reporting.
- Support the development and implementation of program planning instruments such as risk, communications, change management, quality and benefits plans.
- Close projects effectively and support a smooth transition to Business As Usual (BAU)
- Contribute to continuous improvement in program and project management and delivery practices
- Contribute to change and communications activities as part of the program
- Contribute to the development of a high-performing and innovative team culture
- Lead, mentor and coordinate multidisciplinary teams, supporting capability development and continuous improvement across delivery practices.

To be successful in the role you will:

- Be outcomes focussed, enjoy leading change and implementing new ideas, work collaboratively with colleagues, build great culture, continuously learn and be part of a fun work environment.
- Be committed to continuous learning, maintain awareness of project management best practices, and demonstrate a growth mindset.
- Apply your specialist expertise and experience in delivering projects using best practice methodologies tailored to the organisation and proactively share your expertise with colleagues.
- Be flexible in working with different areas of the organisation and contributing broadly to the success of the Program.
- Demonstrate excellent judgement, initiative and interpersonal skills including the ability to build productive professional networks, make sound decisions, escalate appropriately, work collaboratively to deliver outcomes, and to influence outcomes and drive delivery success.

- Demonstrate a proven ability to lead delivery of complex, cloud-native digital or data projects within an enterprise environment.
- Be a champion for innovation, digital delivery, and data-driven decision-making within Geoscience Australia.

Required skills, knowledge, experience and/or qualifications

- Minimum three years' experience leading the delivery of complex, digital, data or ICT transformation projects within an enterprise environment.
- Demonstrated understanding of cloud-native architectures and technologies (for example, AWS, Azure or comparable platforms) and the ability to apply them to achieve scalable and secure solutions.
- Demonstrated ability to manage multidisciplinary teams and work collaboratively across technical and business areas.
- Strong skills in stakeholder engagement, communication, and influence, including the ability to translate technical information into clear, actionable insights.
- Formal qualification or certification in project management or agile delivery (for example, PRINCE2Agile or PMI) is highly desirable.

Are you unsure about applying?

Did you know that a Hewlett Packard internal report found that men apply for jobs when they meet an average of 60 per cent of the job requirements? Women and other people from diverse backgrounds tend to only apply when they check every box. If you think you have what it takes, but don't necessarily meet every single point on what we are looking for, please still apply or get in touch with the contact officer to learn more about the role.

To Apply

Please visit thecareers pageof our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages)
- A brief statement (no more than 700 words) outlining your transferable skills, experience and capabilities related to the role and the value you would bring to Geoscience Australia.

If you have any questions regarding the role, please contact Kia Wallwork on (02) 6249 9066 or email kia.wallwork@ga.gov.au.

To learn more about applying for roles within the Australian Public Services please review, ' Applying for an APS job: cracking the code'.

Use of AI in Recruitment

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Eligibility

Eligibility

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- Commencement of employment is subject to the successful applicant undergoing and satisfying pre- employment screening, which includes a police history check.

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To Apply

Position Contact	Kia Wallwork, (02) 6249 9066
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and Resources

Vacancy VN-0773903

IP Australia

Closing Date:Sunday 08 November 2026

Customer Experience Communications

Job Title	Assistant Director, Internal Communications
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT
Salary	$123,808 - $139,346
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	1944
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

https://careers.ipaustralia.gov.au

The Assistant Director, Internal Communications is responsible for leading a small team of communication professionals to deliver quality and timely internal communications advice and support. This role is responsible for working collaboratively across the organisation to develop the strategy, plan, implement and evaluate effective communication and engagement solutions to achieve business objectives. The Internal Communications team is a busy, dynamic and responsive work environment, the role requires excellent project management skills to ensure priority deadlines are met and team resources are used effectively.

The role requires a confident, organised and results driven professional who has outstanding judgment, can work autonomously and influence effectively, and translate priorities to plan, deliver and evaluate effective internal communication initiatives

Duties

The successful applicant will need a high level of expertise and knowledge of contemporary communication and engagement practices. As a senior member of the Communications team, you will:

- Lead, mentor, manage and inspire a small dynamic communication team, ensuring high quality outputs are delivered on time
- Deliver and support engaging and innovative communication plans and an annual program of engaging internal events each month that align to IP Australia’s corporate objectives

- Build and maintain collaborative working relationships with colleagues, managers, and key stakeholders
- Provide communication strategy advice, support and guidance to business areas to successfully deliver business outcomes
- Actively contribute to the broader activities of the team, providing support and leadership — maintaining accountability for the achievement of outcomes.

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

We are looking to fill this position on an ongoing basis. Future positions may be offered on an ongoing or non-ongoing basis subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 12 months initially with the possibility of extension.

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

IP Australia acknowledges that those with diverse experiences, perspectives, and backgrounds enhance our workplace and our capability for innovation. Aboriginal and/or Torres Strait Islander People, People with Disability and 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 advertising agency.

About the IP Australia

IP Australia is the Australian Government agency that drives innovation by administering intellectual property (IP) rights, including patents, trade marks, designs, and plant breeder's rights. Our mission is simple: to help Australians turn great ideas into reality through a world-class IP system that fuels creativity, investment, and economic growth. Working with us means being part of a team that influences global IP frameworks, supports trade agreements, and educates businesses and individuals on the value of IP. We're not just about protecting ideas—we're about enabling innovation that benefits everyone. At IP Australia, we foster an inclusive and diverse culture where every individual feels respected and valued. We believe that diversity drives innovation, and we are committed to creating a workplace where everyone can thrive and reach their full potential. We understand the importance of flexibility and wellbeing. That's why we offer hybrid work arrangements, flexible hours, and programs to support mental health and overall wellbeing. Our focus on psychological safety ensures that employees feel secure and supported in their roles. Professional growth is a priority for us. We provide opportunities for skill development, education support, and clear pathways for career progression. Whether you're starting your career or looking to advance, IP Australia offers the tools and resources to help you succeed. Our benefits are designed to support your lifestyle and future. With competitive conditions such as 15.4% superannuation contributions, salary packaging options, and family-friendly policies, we make sure our employees are well taken care of. Finally, integrity is at the heart of everything we do. We uphold the highest standards of fairness and respect, maintaining a workplace built on trust and collaboration. At IP Australia, you'll be part of an organisation that values both people and purpose.

To Apply

Position Contact	Natalie Stevens, 02 6160 5346
Agency Recruitment Site	https://careers.ipaustralia.gov.au

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773936

Civil Aviation Safety Authority

Closing Date:Sunday 08 November 2026

Stakeholder Engagement
Client Services Centre Technical Services

Job Title	CASA Inspector
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$121,285 - $157,164
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours.
Classification	
Position Number	4550
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The role

Are you looking for a role where your expertise can make a real impact on aviation safety?

As part of our specialist licensing team in the Client Service Centre, you will deliver flight crew licensing and aviation assessment services that support safety outcomes across Australia.

You will use your expertise to:

- Deliver flight crew licensing regulatory services and examination support.
- Administer aviation English assessment programs.
- Deliver Aeronautical Radio Operator Certificate (AROC) assessment programs for flight crew and other aviation participants.
- Exercise delegated powers authorised by the Chief Executive Officer and Director of Aviation Safety.
- Provide quality services that meet customer needs and align with CASA requirements.

This role offers a high level of autonomy while being part of a supportive team that works together to deliver dependable services to the Australian aviation community.

You will contribute directly to maintaining the standards that underpin aviation safety across Australia.

In this role, you will:

- Make licensing, approval and compliance decisions under delegated authority.
- Deliver regulatory services related to flight crew licensing and aviation safety.
- Provide technical advice and guidance to industry and stakeholders.
- Conduct compliance and surveillance activities and prepare recommendations.
- Build strong relationships and work collaboratively across CASA and the aviation sector.
- Identify emerging risks and contribute to practical regulatory solutions.
- Support a safe, inclusive and high-performing workplace culture.
- Contribute to change, continuous improvement and organisational priorities.

Duties

Qualifications, licences and experience

Mandatory

This position requires the incumbent to meet mandatory requirements under at least one of the following pathways:

Pathway 1

- At least 8+ years of appropriate experience in holding or have held a CASA flight crew licence or equivalent; and
- In-depth understanding of Australia's *Civil Aviation Act 1988* (the Act) and relevant legislation and guidance materials, or similar aviation regulatory regime; and
- Hold or have held an Australian Air Transport Pilot Licence (Aeroplane Category Rating), and a Grade 1 Flight Instructor Rating; or have extensive training and checking experience with an approved training and checking organisation; or
- Extensive experience in aeronautical knowledge ground instruction preferably with a Certificate IV in Training and Assessment or similar, with extensive experience in the conduct and management of flight crew examinations.

Pathway 2

- At least 8+ years of appropriate demonstrated experience in flight crew licencing, AROC and AELP programs; and
- In-depth understanding of Australia's *Civil Aviation Act 1988* (the Act), and relevant legislation and guidance materials, or similar aviation regulatory regime; and
- Hold a Diploma of Quality Auditing or an equivalent qualification; and

- Hold or have held a relevant flight crew licence.

Desirable

- Experience coaching and mentoring others, preferably in a regulatory environment.
- Auditing experience.
- Hold or the ability to hold an AELP Level 4, 5 and 6 Specialist Assessor qualification.

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.

Notes

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

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

About the Civil Aviation Safety Authority

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

To Apply

Position Contact	Sam Palaskonis, +61 2 6217 1447
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773937

Civil Aviation Safety Authority

Closing Date:Monday 09 November 2026

Regulatory Oversight
Continuous improvement

Job Title	Regulatory Service Adviser and Office Coordinator
Job Type	Full-Time, Ongoing
Location	Cairns QLD
Salary	$91,955 - $99,975
Future Merit Locations	Cairns
Office Arrangement	On Site
Office Arrangement Details	Onsite fulltime role
Classification	APS Level 5
Position Number	4569
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

Join a team that supports aviation safety while helping our Cairns office run smoothly and efficiently.

As a Regulatory Service Adviser / Office Coordinator, you will play a key role in delivering high-quality regulatory services and coordinating day-to-day office operations. Based in our Cairns CBD office, this full-time role works Monday to Friday, 8:30 am to 4:30 pm.

The role

You will process regulatory activities, applications and approvals, while providing responsive support to internal and external stakeholders. At the same time, you will help ensure the office operates effectively by coordinating facilities, resources and workplace services.

This is a varied role for someone who enjoys balancing detail-focused work with practical problem-solving and stakeholder engagement. You'll work closely with colleagues, contractors and service providers to deliver efficient services and support positive regulatory outcomes.

In this role, you will:

- Process regulatory activities, applications and approvals accurately and efficiently.
- Provide high-quality regulatory and administrative support.
- Maintain accurate records and regulatory systems.
- Contribute to consistent and timely regulatory outcomes.
- Coordinate office facilities, equipment, IT assets and workplace resources.
- Liaise with contractors, service providers and building management.
- Identify opportunities to improve processes and service delivery.
- Contribute to a safe, respectful and collaborative workplace.

Duties

About you

You are organised, adaptable and customer-focused. You enjoy working in a fast-paced environment, managing a variety of tasks and building positive working relationships with others.

You will bring:

- Strong organisational skills and the ability to manage competing priorities effectively.
- Sound judgement and the ability to interpret legislation and apply policies, procedures and business processes.
- Excellent communication skills and a commitment to customer service.
- The ability to build productive relationships with a diverse range of stakeholders.
- Strong attention to detail and a commitment to maintaining accurate records.
- A proactive approach to identifying solutions and improving the way work is done.
- Experience in coordinating office operations, resources or services.

- An understanding of, and respect for, the diverse histories, cultures and experiences of First Nations peoples and other cultural groups.
- A commitment to CASA's values and creating a safe, respectful and inclusive workplace.

Qualifications, licences and experience

Mandatory

- Customer service and/or office administration experience relevant to the position and operating environment.

Desirable

- Experience in stakeholder engagement and management relevant to the position and operating environment.
- Understanding of financial management concepts (forecasting and budget monitoring).

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.

Notes

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

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

About the Civil Aviation Safety Authority

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making sure that Australian airspace is administered and used safely. CASA is a Corporate Commonwealth entity and is subject to the Public Governance, Performance and Accountability Act 2013 which deals with a range of matters, including reporting and the use of and management of public resources. We employ over 800 people working across Australia. We are an engaged team and proud to work for CASA. We strongly believe in the vision, mission and goals of our agency. We are highly connected to CASA's Values and Regulatory Philosophy that underpin all we do. We understand how our roles directly contribute to aviation safety. We are a relationship-based organisation and value the unput and ideas of others.

To Apply

Position Contact	Bianca Stuart-Toy, +61893662874
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773938

Civil Aviation Safety Authority

Closing Date:Sunday 08 November 2026

Stakeholder Engagement
Client Services Centre Technical Services

Job Title	CASA Inspector - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$121,285 - $157,164
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours.
Classification	
Position Number	4550
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The role

Are you looking for a role where your expertise can make a real impact on aviation safety?

As part of our specialist licensing team in the Client Service Centre, you will deliver flight crew licensing and aviation assessment services that support safety outcomes across Australia.

You will use your expertise to:

- Deliver flight crew licensing regulatory services and examination support.
- Administer aviation English assessment programs.
- Deliver Aeronautical Radio Operator Certificate (AROC) assessment programs for flight crew and other aviation participants.
- Exercise delegated powers authorised by the Chief Executive Officer and Director of Aviation Safety.
- Provide quality services that meet customer needs and align with CASA requirements.

This role offers a high level of autonomy while being part of a supportive team that works together to deliver dependable services to the Australian aviation community.

You will contribute directly to maintaining the standards that underpin aviation safety across Australia.

In this role, you will:

- Make licensing, approval and compliance decisions under delegated authority.
- Deliver regulatory services related to flight crew licensing and aviation safety.
- Provide technical advice and guidance to industry and stakeholders.
- Conduct compliance and surveillance activities and prepare recommendations.
- Build strong relationships and work collaboratively across CASA and the aviation sector.
- Identify emerging risks and contribute to practical regulatory solutions.
- Support a safe, inclusive and high-performing workplace culture.
- Contribute to change, continuous improvement and organisational priorities.

Duties

Qualifications, licences and experience

Mandatory

This position requires the incumbent to meet mandatory requirements under at least one of the following pathways:

Pathway 1

- At least 8+ years of appropriate experience in holding or have held a CASA flight crew licence or equivalent; and
- In-depth understanding of Australia's *Civil Aviation Act 1988* (the Act) and relevant legislation and guidance materials, or similar aviation regulatory regime; and
- Hold or have held an Australian Air Transport Pilot Licence (Aeroplane Category Rating), and a Grade 1 Flight Instructor Rating; or have extensive training and checking experience with an approved training and checking organisation; or
- Extensive experience in aeronautical knowledge ground instruction preferably with a Certificate IV in Training and Assessment or similar, with extensive experience in the conduct and management of flight crew examinations.

Pathway 2

- At least 8+ years of appropriate demonstrated experience in flight crew licencing, AROC and AELP programs; and
- In-depth understanding of Australia's *Civil Aviation Act 1988* (the Act), and relevant legislation and guidance materials, or similar aviation regulatory regime; and
- Hold a Diploma of Quality Auditing or an equivalent qualification; and

- Hold or have held a relevant flight crew licence.

Desirable

- Experience coaching and mentoring others, preferably in a regulatory environment.
- Auditing experience.
- Hold or the ability to hold an AELP Level 4, 5 and 6 Specialist Assessor qualification.

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.

Notes

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To Apply

Position Contact	Sam Palaskonis, +61 2 6217 1447
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773939

Civil Aviation Safety Authority

Closing Date:Wednesday 09 December 2026

Regulatory Oversight
continuous Improvement

Job Title	Regulatory Service Adviser and Office Coordinator - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Cairns QLD
Salary	$91,955 - $99,795
Future Merit Locations	Cairns
Office Arrangement	On Site
Office Arrangement Details	Fulltime Onsite role
Classification	APS Level 5
Position Number	4569
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

Join a team that supports aviation safety while helping our Cairns office run smoothly and efficiently.

As a Regulatory Service Adviser / Office Coordinator, you will play a key role in delivering high-quality regulatory services and coordinating day-to-day office operations. Based in our Cairns CBD office, this full-time role works Monday to Friday, 8:30 am to 4:30 pm.

The role

You will process regulatory activities, applications and approvals, while providing responsive support to internal and external stakeholders. At the same time, you will help ensure the office operates effectively by coordinating facilities, resources and workplace services.

This is a varied role for someone who enjoys balancing detail-focused work with practical problem-solving and stakeholder engagement. You'll work closely with colleagues, contractors and service providers to deliver efficient services and support positive regulatory outcomes.

In this role, you will:

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- Maintain accurate records and regulatory systems.
- Contribute to consistent and timely regulatory outcomes.
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- Liaise with contractors, service providers and building management.
- Identify opportunities to improve processes and service delivery.
- Contribute to a safe, respectful and collaborative workplace.

Duties

About you

You are organised, adaptable and customer-focused. You enjoy working in a fast-paced environment, managing a variety of tasks and building positive working relationships with others.

You will bring:

- Strong organisational skills and the ability to manage competing priorities effectively.
- Sound judgement and the ability to interpret legislation and apply policies, procedures and business processes.
- Excellent communication skills and a commitment to customer service.
- The ability to build productive relationships with a diverse range of stakeholders.
- Strong attention to detail and a commitment to maintaining accurate records.
- A proactive approach to identifying solutions and improving the way work is done.
- Experience in coordinating office operations, resources or services.
- An understanding of, and respect for, the diverse histories, cultures and experiences of First Nations peoples and other cultural groups.
- A commitment to CASA's values and creating a safe, respectful and inclusive workplace.

Qualifications, licences and experience

Mandatory

- Customer service and/or office administration experience relevant to the position and operating environment.

Desirable

- Experience in stakeholder engagement and management relevant to the position and operating environment.
- Understanding of financial management concepts (forecasting and budget monitoring).

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.

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About the Civil Aviation Safety Authority

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To Apply

Position Contact	Bianca Stuart-Toy, +61893662874
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773944

Civil Aviation Safety Authority

Closing Date:Sunday 22 November 2026

Stakeholder Engagement
Client Service Centre

Job Title	Aviation Medical Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$175,000 - $195,000
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4496
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The Role

The Civil Aviation Safety Authority (CASA) is seeking a doctor to join its aviation medical team as an Aviation Medical Officer within the Client Services Centre Branch.

As an Aviation Medical Officer, you will contribute directly to aviation safety by undertaking aviation medical certification assessments for pilots and air traffic controllers. Working under the

supervision and guidance of the Manager – Medical Certification (MMC) and alongside experienced colleagues, you will apply your clinical expertise to assess medical information, review specialist reports and support risk-based decisions regarding fitness for aviation duties.

This is a developmental role designed to build capability and expertise in aviation medical certification under senior clinical supervision.

This is an opportunity for doctors to apply their existing clinical judgement and experience in a regulatory medical setting focused on aeromedical assessment, fitness for aviation duties and risk-based medical decision-making, while developing expertise in aviation and regulatory medicine.

You do not need to already be an aviation medicine specialist to apply. Doctors with strong general clinical foundations and an interest in aviation medicine, occupational medicine, fitness-for-duty assessment or safety-critical medicine are encouraged to apply.

Canberra is highly preferred as the work location for this role. The role may be undertaken on a full-time or part-time basis, with a minimum commitment of 0.7 FTE (3.5 days per week), and may require occasional interstate travel.

Duties

Ideal Candidate

The ideal candidate will demonstrate:

- Sound clinical judgement and analytical skills.
- Broad clinical knowledge and the ability to assess and interpret medical information from multiple sources.
- Strong written and verbal communication skills, including the ability to clearly document clinical reasoning.
- Ability to work effectively under supervision within established regulatory practices and assigned delegations.
- Ability to recognise when a matter requires senior clinical advice or escalation.
- Understanding of, or the ability to rapidly acquire knowledge of, aviation medical standards, certification principles and relevant legislation.
- Ability to work collaboratively within a multidisciplinary team.
- An evidence-based and considered approach to clinical decision-making.
- Interest in developing expertise in aviation, occupational or regulatory medicine.

Doctors from a range of clinical backgrounds may be suitable, including general practice, hospital medicine, emergency medicine, occupational health, rehabilitation, defence health or other areas involving assessment of fitness, function or risk.

Mandatory qualifications, licenses and experience

- General Registration (without conditions that would limit the performance of the duties of the role) as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA), or eligibility for such full registration.

Desirable experience and interests

- Experience in aviation medical assessment or assessment of fitness for safety-critical work.
- Experience in occupational health, pre-employment medicals, fitness-for-duty or return-to-work assessments.
- Experience preparing regulatory, occupational or medico-legal medical reports.
- Interest in developing capability in Drug and Alcohol Management Plan (DAMP) medical review work, with training supported where required.
- Interest in further professional development in aviation medicine, including DAME training and/or relevant postgraduate study.

Eligibility

Eligibility Requirements

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.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA’s Alcohol and Other Drugs Directive and Procedure.

Notes

Canberra highly preferred.

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

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

About the Civil Aviation Safety Authority

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To Apply

Position Contact	Dr. Ganesh Anbalagan, 61262171412
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773945

Civil Aviation Safety Authority

Closing Date:Sunday 22 November 2026

Stakeholder Engagement
Client Services Centre

Job Title	Aviation Medical Officer - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$175,000 - $195,000
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4496
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The Role

The Civil Aviation Safety Authority (CASA) is seeking a doctor to join its aviation medical team as an Aviation Medical Officer within the Client Services Centre Branch.

As an Aviation Medical Officer, you will contribute directly to aviation safety by undertaking aviation medical certification assessments for pilots and air traffic controllers. Working under the supervision and guidance of the Manager – Medical Certification (MMC) and alongside experienced colleagues, you will apply your clinical expertise to assess medical information, review specialist reports and support risk-based decisions regarding fitness for aviation duties.

This is a developmental role designed to build capability and expertise in aviation medical certification under senior clinical supervision.

This is an opportunity for doctors to apply their existing clinical judgement and experience in a regulatory medical setting focused on aeromedical assessment, fitness for aviation duties and risk-based medical decision-making, while developing expertise in aviation and regulatory medicine.

You do not need to already be an aviation medicine specialist to apply. Doctors with strong general clinical foundations and an interest in aviation medicine, occupational medicine, fitness-for-duty assessment or safety-critical medicine are encouraged to apply.

Canberra is highly preferred as the work location for this role. The role may be undertaken on a full-time or part-time basis, with a minimum commitment of 0.7 FTE (3.5 days per week), and may require occasional interstate travel.

Duties

Ideal Candidate

The ideal candidate will demonstrate:

- Sound clinical judgement and analytical skills.
- Broad clinical knowledge and the ability to assess and interpret medical information from multiple sources.
- Strong written and verbal communication skills, including the ability to clearly document clinical reasoning.
- Ability to work effectively under supervision within established regulatory practices and assigned delegations.
- Ability to recognise when a matter requires senior clinical advice or escalation.
- Understanding of, or the ability to rapidly acquire knowledge of, aviation medical standards, certification principles and relevant legislation.
- Ability to work collaboratively within a multidisciplinary team.
- An evidence-based and considered approach to clinical decision-making.
- Interest in developing expertise in aviation, occupational or regulatory medicine.

Doctors from a range of clinical backgrounds may be suitable, including general practice, hospital medicine, emergency medicine, occupational health, rehabilitation, defence health or other areas involving assessment of fitness, function or risk.

Mandatory qualifications, licenses and experience

- General Registration (without conditions that would limit the performance of the duties of the role) as a Medical Practitioner with the Australian Health Practitioner Regulation Agency (AHPRA), or eligibility for such full registration.

Desirable experience and interests

- Experience in aviation medical assessment or assessment of fitness for safety-critical work.
- Experience in occupational health, pre-employment medicals, fitness-for-duty or return-to-work assessments.
- Experience preparing regulatory, occupational or medico-legal medical reports.
- Interest in developing capability in Drug and Alcohol Management Plan (DAMP) medical review work, with training supported where required.
- Interest in further professional development in aviation medicine, including DAME training and/or relevant postgraduate study.

Eligibility

Eligibility Requirements

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.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA's Alcohol and Other Drugs Directive and Procedure.

Notes

Canberra highly preferred.

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 advertising agency.

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

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To Apply

Position Contact	Dr. Ganesh Anbalagan, 61262171412
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773979

Civil Aviation Safety Authority

Closing Date:Wednesday 11 November 2026

Regulatory Oversight
Regulatory Services 2

Job Title	Senior Flying Operations Inspector (FO2)
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$172,600 - $187,972
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4604
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The Role

As a member of CASA's Aviation Technical Workforce (ATW), a Flying Operations Inspector (FO2) works under direction and guidance from a Manager and National Manager. The role sits within a team of inspectors and other related staff, who work collaboratively to deliver on CASA's strategic operational priorities and work plans, including the National Oversight Plan (NOP).

An FO2 is expected to work reasonable additional hours beyond the ordinary hours of work, which may include work on weekends or outside the span of hours. However, this is regarded as the exception and where additional hours are worked, they will be compensated in accordance with CASA's enterprise agreement.

The FO2 is responsible for the following activities and deliverables, which represent an ongoing body of work:

- Exercise decision making, including as a delegate, on a range of routine regulatory service and surveillance activities which may include tasks associated with flight assessments and/or the oversight of authorisation holders in line with legislation, CASA's Corporate Plan, policies, practices and standards, CASA's Regulatory Philosophy and assigned delegations.
- Work collaboratively with colleagues, by providing detailed, timely and constructive input, sharing knowledge, and managing personal performance in accordance with CASA's values, policies, and practices.
- Actively participate in work programs that deliver the various elements of CASA's strategies and priorities including, but not limited to, issuing initial approvals, compliance assurance and reporting, regulatory improvement, stakeholder engagement and the resolution of safety issues, including identifying opportunities for continuous improvement.
- Work professionally with regulated entities, government departments, the aviation sector and the public when providing regulatory services, drawing on expertise to provide advice and technical guidance.
- Conduct oversight and education of industry examiners, provide technical input to professional development programs and the conduct of examiner and instructor proficiency checks in accordance with CASA policies and delegations.
- Identify non-compliance or offences under civil aviation legislation, and CASA policy, and present that information to relevant stakeholders through high quality reports with clear recommendations, identifying any risks and/or systemic issues.
- Assess and analyse industry information, engage with stakeholders, monitor other external influences, and investigate potential scenarios to develop compliance strategies and mitigate emerging or actual risks.
- Contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and providing input, where appropriate, into decisions that may impact upon personal health, safety, and wellbeing in the workplace.
- Positively engage in and respond to change.
- Exercise decision making, including as a delegate, on a range of complex regulatory service and surveillance activities which may include tasks associated with flight assessments and/or the oversight of authorisation holders in line with legislation, CASA's Corporate Plan, policies, practices and standards, CASA's Regulatory Philosophy and assigned delegations.
- Other duties as required

Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

Mandatory

- Ability to work independently under guidance from managers in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on matters where standards, policies and procedures may or may not cover the circumstances.
- Developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.

- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- Ability to identify and assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.
- A demonstrated ability to seek out diverse perspectives to identify opportunities for improvements.
- Understanding of aviation industry, civil aviation legislation, and relevant national and international aviation standards.
- Demonstrated knowledge and skill in the conduct of regulatory assessment
- Ability to work under direction from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on complex matters, and/or unusual matters where standards, policies and procedures may or may not cover the circumstances.
- Well-developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Experience in coaching colleagues in the completion of discreet work tasks to deliver outcomes or initiatives in complex environments, with the ability to assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes
- In-depth understanding of the aviation industry, civil aviation legislation, and relevant national and international aviation standards

Desirable

- Flight Instructor Rating with a current Pilot Instructor Rating proficiency check or equivalent.
- Recent experience with a Part 141 or 142 operator including training and checking experience or equivalent.
- Auditing experience.
- An Australian Class C driver’s licence

Eligibility

Eligibility requirements

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.
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- Undertake and pass a pre-employment alcohol and drug test as part of CASA’s Alcohol and Other Drugs Directive and Procedure.
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- Hold a current class 1 Medical certificate.
- Civil or military equivalent qualifications that are relevant to the role. e.g.: flight examiner, instructor rating, and/or training and checking pilot.

- Supervisory experience in aviation in a key person role or similar. i.e.: Head of Flying Operations (HOFO), Head of Operations (HOO), Head of Training and Checking (HoTC), or an equivalent role with a National Aviation Authority (NAA).
- Note: The Delegate may consider experience other than that specified depending on the position's specific responsibilities and may also consider experience equivalent to the nominated experience in lieu of a proportion of this 8-year requirement. This could include experience in General Aviation activities, in a management role, or a role of a Flying Operations inspector within a NAA or military equivalent.
- Understanding of Australia's Civil Aviation Act 1988 (the Act), and relevant CASRs and CARs, guidance material and other legislation, or similar aviation regulatory regime.
- Hold, or be eligible to hold, an Australian Security Identification Card (ASIC).

Notes

Affirmative Measures

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

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

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To Apply

Position Contact	Paul Musumeci, +61 2 8651 3034
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773980

Civil Aviation Safety Authority

Closing Date:Wednesday 11 November 2026

Regulatory Oversight
Regulatory Services 2

Job Title	Senior Flying Operations Inspector (FO2) - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	$172,600 - $187,972
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4604
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The Role

As a member of CASA’s Aviation Technical Workforce (ATW), a Flying Operations Inspector (FO2) works under direction and guidance from a Manager and National Manager. The role sits within a team of inspectors and other related staff, who work collaboratively to deliver on CASA’s strategic operational priorities and work plans, including the National Oversight Plan (NOP).

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Duties

Ideal Candidate

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Mandatory

- Ability to work independently under guidance from managers in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
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- Ability to identify and assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.
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Desirable

- Flight Instructor Rating with a current Pilot Instructor Rating proficiency check or equivalent.
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- Auditing experience.
- An Australian Class C driver’s licence

Eligibility

Eligibility requirements

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Notes

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To Apply

Position Contact	Paul Musumeci, +61 2 8651 3034
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773999

Civil Aviation Safety Authority

Closing Date:Wednesday 11 November 2026

Regulatory Oversight
Surveillance

Job Title	Senior Flying Operations Inspector
Job Type	Full-Time, Ongoing
Location	Perth WA
Salary	$172,600 - $187,972
Future Merit Locations	Perth
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4596
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The Role

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Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

Mandatory

- Ability to work independently under guidance from managers in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
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- In-depth understanding of the aviation industry, civil aviation legislation, and relevant national and international aviation standards

Desirable

- Suitably qualified and experienced rotary pilots are encouraged to apply.
- Flight Instructor Rating with a current Pilot Instructor Rating proficiency check or equivalent.
- Recent experience with a Part 141 or 142 operator including training and checking experience or equivalent.
- Auditing experience.
- An Australian Class C driver’s licence

Eligibility

Eligibility requirements

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Notes

Affirmative Measures

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To Apply

Position Contact	Mark Bucksey, 0409 034 501
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

This notice is part of the electronic Public Service Gazette PS43 Weekly Gazette Thursday (Vacancy Notices) - 29 October 2026.pdf Published by Australian Public Service Commission.

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

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0774013

Civil Aviation Safety Authority

Closing Date:Wednesday 11 November 2026

Regulatory Oversight
Surveillance

Job Title	Senior Flying Operations Inspector - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Perth WA
Salary	$172,600 - $187,972
Future Merit Locations	Perth
Office Arrangement	Hybrid
Office Arrangement Details	Candidate may work from home averaging up to 50% of their working hours
Classification	
Position Number	4596
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

The Role

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Duties

Ideal Candidate

Our ideal candidate must demonstrate the following:

Mandatory

- Ability to work independently under guidance from managers in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on matters where standards, policies and procedures may or may not cover the circumstances.
- Developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Demonstrated ability to actively engage in effective stakeholder management, including with regulated entities, on sensitive issues requiring conflict resolution within constrained time limits.
- Ability to identify and assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes.

- A demonstrated ability to seek out diverse perspectives to identify opportunities for improvements.
- Understanding of aviation industry, civil aviation legislation, and relevant national and international aviation standards.
- Demonstrated knowledge and skill in the conduct of regulatory assessment
- Ability to work under direction from CASA in accordance with established regulatory practices, operational needs, procedures, and assigned delegations.
- Ability to exercise initiative, analysis, problem solving, judgement, and decision-making and apply technical knowledge on complex matters, and/or unusual matters where standards, policies and procedures may or may not cover the circumstances.
- Well-developed negotiation, facilitation, influencing and communication skills (written and verbal), to manage disparate views amongst stakeholders, including at a senior level.
- Experience in coaching colleagues in the completion of discreet work tasks to deliver outcomes or initiatives in complex environments, with the ability to assess emerging issues and trends which may impact on the achievement of outcomes, including developing work plans, allocating work and monitoring progress and outcomes
- In-depth understanding of the aviation industry, civil aviation legislation, and relevant national and international aviation standards

Desirable

- Suitably qualified and experienced rotary pilots are encouraged to apply.
- Flight Instructor Rating with a current Pilot Instructor Rating proficiency check or equivalent.
- Recent experience with a Part 141 or 142 operator including training and checking experience or equivalent.
- Auditing experience.
- An Australian Class C driver’s licence

Eligibility

Eligibility requirements

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

- At a minimum, prospective CASA employees must undergo pre-employment screening and must be willing to provide the required information to successfully undergo a police record check.
- The position’s occupant must be an Australian citizen with the ability to obtain and maintain the required level of security clearance as required.
- As an employee in a safety sensitive position, perform, or be available to perform, safety sensitive aviation activities, as defined in the Civil Aviation Safety Regulations 1998.
- Undertake and pass a pre-employment alcohol and drug test as part of CASA’s Alcohol and Other Drugs Directive and Procedure.
- 8+ years of appropriate experience including holding an Air Transport Pilot’s Licence (Fixed Wing) or Commercial Pilot Licence (Helicopter Category Rating).
- Hold a current class 1 Medical certificate.
- Civil or military equivalent qualifications that are relevant to the role. e.g.: flight examiner, instructor rating, and/or training and checking pilot.
- Supervisory experience in aviation in a key person role or similar. i.e.: Head of Flying Operations (HOFO), Head of Operations (HOO), Head of Training and Checking (HoTC), or an equivalent role with a National Aviation Authority (NAA).

- Note: The Delegate may consider experience other than that specified depending on the position's specific responsibilities and may also consider experience equivalent to the nominated experience in lieu of a proportion of this 8-year requirement. This could include experience in General Aviation activities, in a management role, or a role of a Flying Operations inspector within a NAA or military equivalent.
- Understanding of Australia's Civil Aviation Act 1988 (the Act), and relevant CASRs and CARs, guidance material and other legislation, or similar aviation regulatory regime.
- Hold, or be eligible to hold, an Australian Security Identification Card (ASIC).

Notes

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

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

About the Civil Aviation Safety Authority

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

To Apply

Position Contact	Mark Bucksey, 0409 034 501
Agency Recruitment Site	https://casajobs.nga.net.au/cp/?audiencetypecode=EXT

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773806

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

Closing Date:Friday 06 November 2026

Domestic Aviation & Reform

Job Title	APS6 – Multiple Positions, Domestic Aviation & Reform Division
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	$99,733 - $118,084
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 6
Position Number	48222
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

Help shape policies and programs that influence Australia's aviation sector. The Domestic Aviation and Reform Division is recruiting APS6 officers to work on nationally significant aviation priorities. You will contribute to work that has economic, environmental and community impact, while gaining exposure to senior decision-makers, industry and governments across Australia.

The Domestic Aviation and Reform Division provides policy leadership, regulatory stewardship and program delivery across Australia's domestic aviation sector. The division develops advice for Government, regulates leased federal airports and associated environmental and planning frameworks, administers aviation programs and grants, supports aviation consumer reforms, and works with industry, airports, communities and other governments to maintain a safe, competitive, sustainable and connected aviation system that serves Australia's national interests. We have several opportunities at the APS6 level.

Duties

What you will do

Multiple branches across the Domestic Aviation and Reform Division are seeking staff at the APS6 level including the:

- Airport Environment Branch;
- Domestic Policy & Programs Branch;
- Airports Branch; and
- Sydney Airport Slots & Consumer Aviation Reform Branch.

The duties across the Branches vary, and the roles are varied and dynamic but typical duties include:

- Implement programs administered by the division
- Anticipate risks and provide expert advice to drive practical solutions on more complex areas of policy and regulation
- Develop and support complex relationships with internal and external stakeholders
- Develop and apply comprehensive work knowledge, precedent and established legislation, policy, procedures and guidelines to situations involving complexity and sensitivity which require considerable interpretation and analysis.
- Prepare influential advice, reports, papers, and correspondence for Ministers and senior executives.

You do not need to be an aviation specialist to apply. We are looking for capable, curious and collaborative people who can analyse complex issues, communicate clearly and exercise sound judgement. We will support you to build the aviation knowledge needed for the role.

Inherent requirements for the role

The successful candidates for these positions will be able to demonstrate their capability against the APS6 Work level standards.

In addition to the duties outlined in the section above, the inherent requirements for these roles include an ability to:

- Work with independence, subject to limited direction against established priorities, practices and methodologies to deliver quality outcomes.
- Research, interpret and apply legislation, including maintaining knowledge of relevant legislation and international conventions.
- Provide accurate and specialised advice including anticipating problems and contributing to issues management.

- Anticipate and respond to stakeholder needs and expectations.
- Assist in strategic planning, program and project management and/or policy development.
- All positions require proficiency in Microsoft Office.

Eligibility

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the Our Stories on Country Agreement and the Diversity, Equity and Inclusion Strategy 2025–28.

As an APS6 you will be expected to:

- Consider the cultural context and implications of work area outcomes.
- Engage respectfully with Aboriginal and/or Torres Strait Islander stakeholders, building trusted relationships.
- Communicate respectfully and seeks appropriate cultural input to inform decisions.

Eligibility requirements

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

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at Baseline Level. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.
- **Police check:** The successful candidate must 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 advertising 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	Kathryn Scarano, 02 6136 8472
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773874

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

Closing Date:Friday 06 November 2026

Domestic Aviation & Reform

Job Title	APS6 - Multiple Positions, Domestic Aviation & Reform Division, Affirmative Measures, Disability
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	$99,733 - $118,084
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 6
Position Number	48280
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

Help shape policies and programs that influence Australia's aviation sector. The Domestic Aviation and Reform Division is recruiting APS6 officers to work on nationally significant aviation priorities. You will contribute to work that has economic, environmental and community impact, while gaining exposure to senior decision-makers, industry and governments across Australia.

The Domestic Aviation and Reform Division provides policy leadership, regulatory stewardship and program delivery across Australia's domestic aviation sector. The division develops advice for Government, regulates leased federal airports and associated environmental and planning frameworks, administers aviation programs and grants, supports aviation consumer reforms, and works with industry, airports, communities and other governments to maintain a safe, competitive, sustainable and connected aviation system that serves Australia's national interests. We have several opportunities at the APS6 level.

Duties

What you will do

Multiple branches across the Domestic Aviation and Reform Division are seeking staff at the APS6 level including the:

- Airport Environment Branch;
- Domestic Policy & Programs Branch;
- Airports Branch; and
- Sydney Airport Slots & Consumer Aviation Reform Branch.

The duties across the Branches vary, and the roles are varied and dynamic but typical duties include:

- Implement programs administered by the division
- Anticipate risks and provide expert advice to drive practical solutions on more complex areas of policy and regulation
- Develop and support complex relationships with internal and external stakeholders
- Develop and apply comprehensive work knowledge, precedent and established legislation, policy, procedures and guidelines to situations involving complexity and sensitivity which require considerable interpretation and analysis.
- Prepare influential advice, reports, papers, and correspondence for Ministers and senior executives.

You do not need to be an aviation specialist to apply. We are looking for capable, curious and collaborative people who can analyse complex issues, communicate clearly and exercise sound judgement. We will support you to build the aviation knowledge needed for the role.

Inherent requirements for the role

The successful candidates for these positions will be able to demonstrate their capability against the APS6 Work level standards.

In addition to the duties outlined in the section above, the inherent requirements for these roles include an ability to:

- Work with independence, subject to limited direction against established priorities, practices and methodologies to deliver quality outcomes.
- Research, interpret and apply legislation, including maintaining knowledge of relevant legislation and international conventions.
- Provide accurate and specialised advice including anticipating problems and contributing to issues management.
- Anticipate and respond to stakeholder needs and expectations.
- Assist in strategic planning, program and project management and/or policy development.
- All positions require proficiency in Microsoft Office.

Eligibility

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the Our Stories on Country Agreement and the Diversity, Equity and Inclusion Strategy 2025–28.

As an APS6 you will be expected to:

- Consider the cultural context and implications of work area outcomes.
- Engage respectfully with Aboriginal and/or Torres Strait Islander stakeholders, building trusted relationships.
- Communicate respectfully and seeks appropriate cultural input to inform decisions.

Eligibility requirements

This is an Affirmative measure vacancy – This vacancy is open only to people with disability.

For more information on Affirmative Measures - Disability, please visit - Affirmative measure for recruiting people with disability:guide for applicants | Australian Public Service Commission (apsc.gov.au).

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

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 advertising 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	Kathryn Scarano, 02 6136 8472
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773877

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

Closing Date:Friday 06 November 2026

Domestic Aviation & Reform

Job Title	APS6 - Multiple Positions, Domestic Aviation & Reform Division, Affirmative Measures, First Nations
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	$99,733 - $118,084
Future Merit Locations	Canberra, Sydney, Melbourne, Brisbane, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 6
Position Number	48279
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

Help shape policies and programs that influence Australia's aviation sector. The Domestic Aviation and Reform Division is recruiting APS6 officers to work on nationally significant aviation priorities. You will contribute to work that has economic, environmental and community impact, while gaining exposure to senior decision-makers, industry and governments across Australia.

The Domestic Aviation and Reform Division provides policy leadership, regulatory stewardship and program delivery across Australia's domestic aviation sector. The division develops advice for Government, regulates leased federal airports and associated environmental and planning frameworks, administers aviation programs and grants, supports aviation consumer reforms, and works with industry, airports, communities and other governments to maintain a safe, competitive, sustainable and connected aviation system that serves Australia's national interests. We have several opportunities at the APS6 level.

Duties

What you will do

Multiple branches across the Domestic Aviation and Reform Division are seeking staff at the APS6 level including the:

- Airport Environment Branch;
- Domestic Policy & Programs Branch;
- Airports Branch; and
- Sydney Airport Slots & Consumer Aviation Reform Branch.

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- Prepare influential advice, reports, papers, and correspondence for Ministers and senior executives.

You do not need to be an aviation specialist to apply. We are looking for capable, curious and collaborative people who can analyse complex issues, communicate clearly and exercise sound judgement. We will support you to build the aviation knowledge needed for the role.

Inherent requirements for the role

The successful candidates for these positions will be able to demonstrate their capability against the APS6 Work level standards.

In addition to the duties outlined in the section above, the inherent requirements for these roles include an ability to:

- Work with independence, subject to limited direction against established priorities, practices and methodologies to deliver quality outcomes.
- Research, interpret and apply legislation, including maintaining knowledge of relevant legislation and international conventions.
- Provide accurate and specialised advice including anticipating problems and contributing to issues management.
- Anticipate and respond to stakeholder needs and expectations.
- Assist in strategic planning, program and project management and/or policy development.
- All positions require proficiency in Microsoft Office.

Eligibility

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the Our Stories on Country Agreement and the Diversity, Equity and Inclusion Strategy 2025–28.

As an APS6 you will be expected to:

- Consider the cultural context and implications of work area outcomes.
- Engage respectfully with Aboriginal and/or Torres Strait Islander stakeholders, building trusted relationships.
- Communicate respectfully and seeks appropriate cultural input to inform decisions.

Eligibility requirements

This is an Affirmative measure vacancy – This vacancy is open only to Aboriginal and/or Torres Strait Islander people.

The filling of this vacancy is intended to constitute an Affirmative Measure under section 8(1) of the Racial Discrimination Act 1975. To be eligible to apply under the Affirmative Measures initiative, applicants must:

be an Aboriginal person and/or a Torres Strait Islander person

identify as an Aboriginal person and/or a Torres Strait Islander person, and

be accepted by their community as being an Aboriginal person and/or a Torres Strait Islander person

For more information please visit - Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for applicants.

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

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 advertising agency.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising 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	Kathryn Scarano, 02 6136 8472
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0774038

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

Closing Date:Wednesday 11 November 2026

Job Title	Deputy Secretary, Various Roles (Identified) | Deputy Secretary/Chief Operating Officer, Corporate and Territories Group (Identified)
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	$410,454 - $444,288
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
Classification	Senior Executive Service Band 3
Position Number	NA
Agency Website	https://www.infrastructure.gov.au/

Job Description

https://www.beaumontandbeaumont.com.au

As a Deputy Secretary in the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts, you will report directly to the Secretary and play a key leadership role in shaping the Department's strategic direction and delivering the Government's priorities. As a member of the Executive Leadership Team (ELT), you will share collective responsibility for the Department's performance, culture and stewardship while leading multiple divisions. Working collaboratively across government, industry and the community, you will drive reform, influence complex policy and program outcomes, and deliver meaningful benefits for Australians.

This process will be used to fill future vacancies at the SES Band 3 level in the department.

The following vacancy has been confirmed for immediate placement from this process.

Deputy Secretary/Chief Operating Officer, Corporate and Territories Group

As Deputy Secretary and Chief Operating Officer (COO), you will report directly to the Secretary and lead the Corporate and Territories Group, which includes the Territories; Finance, Strategy, Budget and Research; Information Technology and Data; Legal and Integrity; and Enabling Services divisions.

The COO component of the role oversees the day-to-day administrative and operational functions of the Department and provides strategic leadership for its internal operations in line with priorities and objectives set by the Secretary. The Territories component oversees the department’s role in supporting policy and administrative arrangements for, and the delivery of essential services and infrastructure to, Australia’s external territories and the Jervis Bay Territory.

As a key member of the Executive Leadership Team, you will drive organisational capability, operational excellence, strong governance and the delivery of the Department's priorities. You will work collaboratively with internal and external stakeholders to achieve impactful outcomes and position the Department for future success.

Cultural capability requirement

The department believes every role contributes to cultural safety and that building staff cultural capability helps us deliver better policies, programs and services for First Nations people and the broader Australian community. Candidates will be required to demonstrate their willingness to develop their cultural capability as part of the assessment process. In making it a requirement across all roles in our department, we are taking a practical step in delivering our commitments under the Our Stories on Country Agreement and the Diversity, Equity and Inclusion Strategy 2025–28.

As an SESB3 you will be expected to:

- Set and model expectations for culturally capable and culturally safe leadership
- Hold leaders and the organisation accountable for practice and outcomes
- Steward systems - including consultation, governance and assurance arrangements—that endure beyond individuals and support consistent, high-quality practice.

At the SES level, cultural capability includes a positive duty of care at an organisational level. SES leaders are responsible for ensuring that organisational culture, systems and incentives proactively prevent harm, embed and sustain genuine and consistent consultation, and enable culturally capable practice over time.

This includes setting clear expectations, ensuring accountability, and where required, resetting systems, priorities or approaches to address systemic issues, consistent with authority and stewardship responsibilities.

What else can we offer

We are dedicated to fostering personal and professional development, empowering individuals to set goals, acquire new skills, and cultivate unique qualities that define who they are. We believe that this not only leads to a more fulfilling and happier life but also enhances the overall quality of our work. Some of the benefits we offer include:

- Make an impact by supporting Australians in a way that enriches our communities, empowers our regions, and connects all Australians;
- Have exposure to, and strategically influence, high profile and exciting projects;
- Learn from inspiring leaders and build professional networks with others who support innovation and diversity across the department and the wider APS;
- Receive career advancement opportunities, including professional and capability development that is focused on your individual career goals;
- Receive ongoing support including mentoring and access to the department’s Professional Coaching Scheme; and
- Enjoy flexible working arrangements where appropriate, including part time hours, home-based work and job sharing Support for women’s progression into senior leadership.

Join our department and embark on a journey of growth, fulfillment, and well-being. Experience personal and professional development, prioritise your health, and be part of a vibrant and positive culture that empowers individuals and drives exceptional performance.

Duties

As Deputy Secretary, you can expect to:

Along with colleagues, build and maintain a whole-of-department strategic policy delivery capability to provide advice on emerging and priority issues, including those relating to First Nations outcomes

- Build and maintain effective and productive networks across portfolio agencies, government, academia, and the private sector
- Ensure there are effective quality assurance protocols and business planning arrangements to support the delivery of timely and high-quality outputs
- Contribute to the development and implementation of strategies that strengthen the department’s inclusive culture
- Represent the department across government, industry, and public forums, including Ministerial briefings, Parliamentary engagements, and Senate Estimates hearings
- Have a passion for making a difference and challenging the status quo

- Be a motivated and visible leader and responsible for embedding the Department's vision, values and culture
- Demonstrate an ability to lead and coach a number of high-performing teams and build an inclusive, supportive workplace culture
- Demonstrate collaboration and be an agile leader with the ability to drive broad transformational change, both internal and external to the department
- Use strong relationship-building acumen to foster enterprise partnerships and draw on your extensive networks (or have an ability to build them) to drive opportunities for the branch
- Skillfully communicate and influence key stakeholders to achieve desired outcomes
- Apply strong critical and strategic thinking, and an entrepreneurial mindset, to deliver high quality advice to the enterprise.

The inherent requirements for this role include:

- The successful candidate for this position will be able to demonstrate their capability against the Secretaries Charter of Leadership Behaviours and the APS Integrated Leadership Profile (ILS) for the SES Band 3 level
- An ability to consider and assess emerging trends and risks provide well considered guidance to the department to enable informed decision-making about long-term opportunities and achievement of strategic, operational and tactical priorities
- The ability to lead and inspire staff within your business area, including building and developing a high performing team, managing competing business priorities and psychosocial risk factors to effectively deliver the core priorities of your business and across the department.
- An ability to build and maintain effective, collaborative and productive networks across portfolio agencies, government, academia, and the private sector.

Deputy Secretary roles within the department are considered Identified positions. All candidates are required to have a knowledge and understanding of the issues affecting First Nations, and a demonstrated ability to communicate sensitively and effectively with First Nations people.

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 Negative Vetting 2 level. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.
- Police check: The successful candidate must 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

How to apply

Applications for this opportunity close at 11.59pm AEDT, Wednesday, 11 November 2026.

Prior to preparing your application for the department, please read our Artificial intelligence (AI) in recruitment at the department principles. The principles aim to help you use AI in a way that supports your application and maintains fairness and transparency while maintaining your integrity as a candidate. They outline what is and isn't acceptable use of AI in APS recruitment.

Your application should be received through the **Beaumont and Beaumont online recruitment system** prior to the closing date and time to be considered.

In applying for this position, you are not required to address individual selection criteria. Rather, you should provide in a PDF document a statement of no more than 2 pages outlining your background, capabilities and experiences and how these align with the advertised role.

You should also provide a tailored CV in PDF, no more than 4 pages. The capabilities and behaviours required to be successful for this role are outlined in the 'inherent requirements for the role' section.

Your application should be received through the department's online recruitment system prior to the closing date and time to be considered.

If you experience any issues with the system, please contact Beaumont & Beaumont via email at Infrastructure@beaumontandbeaumont.com.au to discuss an alternative way to submit your application.

Please advise the contact officer if you require adjustments during the recruitment process. We recognise and value diversity as our strength and promote a culture of inclusion to enhance our work performance and the wellbeing of our employees.

We are committed to systems that are accessible, inclusive and safe for all. If you need any further information about accessibility and inclusion at our department, please contact DiversityandInclusion@infrastructure.gov.au.

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

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: https://www.apsc.gov.au/recruitability. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising 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	Beaumont & Beaumont, 02 6126 4500
Agency Recruitment Site	https://www.beaumontandbeaumont.com.au

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0774084

High Speed Rail Authority

Closing Date:Thursday 12 November 2026

Commercial & Strategy

Job Title	SES Band 1 - General Manager, Commercial, Transactions & Procurement
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Newcastle NSW, Sydney NSW
Salary	-
Future Merit Locations	Canberra, Newcastle, Sydney
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible arrangement
Classification	Senior Executive Service Band 1
Position Number	0
Agency Website	

Job Description

https://www.robertwalters.com.au/microsites/hsra.html

Shape the commercial foundations of Australia's future high speed rail network.

- Senior executive role owning funding and financing, procurement and transactions, and commercial delivery for High Speed Rail.
- Lead major project procurements, tender processes and contract negotiations that secure value for money.
- Unlock new revenue through property, retail and commercial partnerships across the Newcastle to Sydney corridor.

About the High Speed Rail Authority

The Australian Government is planning a future high speed rail network to connect Brisbane, Sydney, Canberra, Melbourne and regional communities across the east coast of Australia.

The High Speed Rail Authority (the Authority) is an independent corporate Commonwealth entity governed by an independent board, established to lead the development and delivery of high speed rail.

High speed rail will contribute to key Australian Government priorities, including increased economic productivity, new housing options, regional economic and tourism development, and net zero.

About the role

This role reports to the Executive General Manager, Commercial & Strategy and is responsible for leading the commercial functions that underpin strategic project delivery. During the Development Phase, you will own project funding and financing, procurement and transactions, commercial delivery and development, and secondary revenue opportunities, and oversee benefits realisation.

You will be the Authority's senior commercial leader, providing expert advice to the Executive and Board and making sure every major agreement delivers value for money and long-term viability.

Duties

What you will lead

- Funding and financing. Help develop strategies to fund and finance the project, including private financing and leasing, a regulated asset base and land value capture, and work across Commonwealth, state and local governments to put them into practice.
- Procurement and transactions. Develop and execute procurement strategies for major project contracts, oversee tender processes, lead contract negotiations and manage transactions to secure value for money through fair and compliant contractor selection.
- Commercial delivery and development. Manage commercial partnerships, joint ventures, contracts and external resources, and allocate commercial risk across agreements to protect long-term viability.
- Secondary revenue and retail. Develop ancillary revenue strategies, including property joint ventures, retail partnerships and leasing, and drive property development opportunities.
- Benefits realisation. Partner with the GM, Strategy, Sponsor & Governance on revenue strategies covering demand uptake, fare structures and commercial income.
- Leadership. Lead a high-performing team, embed the Authority's approach to risk management, and represent the Authority with government, industry and external partners.

About you

We are seeking a **senior commercial executive** with a track record of structuring, procuring and managing complex transactions on major infrastructure or mega-projects. Specifically, you bring:

- Significant senior leadership experience in commercial, transactions or procurement roles on major infrastructure, transport or property programs.
- Expertise in creating and evaluating public and private financing options for mega-projects, including land value capture initiatives.
- Proven success managing end-to-end procurement of complex commercial engagements, from strategy through to tender, negotiation and award.
- Strength in evaluating commercial proposals, financial risk and risk allocation to support value-for-money decisions.
- Experience building commercial partnerships and joint ventures, and negotiating property, lease and retail arrangements that optimise long-term value.
- Excellent stakeholder engagement skills, including the ability to translate technical commercial advice into clear recommendations for the Executive and Board.
- Experience leading teams and managing budgets in a complex, high-scrutiny environment, and a commitment to the APS Values.
- Knowledge of Australian Government procurement requirements and Commonwealth governance frameworks will be considered an advantage.

Eligibility

Employment with the Authority is subject to the conditions prescribed within the Public Service Act 1999. To be eligible, you must:

- Be an Australian citizen and hold a degree or equivalent working experience.
- Hold or be able to obtain a Baseline security clearance and satisfy a National Police Check (mandatory pre-employment screening).

RecruitAbility

The Authority is committed to fostering a diverse and inclusive workforce and supporting the employment of people with disability.

As a participating agency in the APS RecruitAbility Scheme, the Authority will progress applicants with disability to a further stage of the recruitment process where they choose to opt into RecruitAbility and demonstrate that they meet the minimum requirements of the role.

If you would like to participate in RecruitAbility, please indicate this when submitting your application.

The Authority is committed to providing reasonable adjustments throughout the recruitment process to ensure all candidates have an equitable opportunity to participate. Adjustments may include modifications to the recruitment process, accessible formats, specialist equipment, or other practical supports. If you require any adjustments, please include this information in your application or contact the nominated contact officer to discuss your needs.

For further information about the RecruitAbility Scheme, please visit the **APS RecruitAbility Scheme Guide** for Applicants.

Notes

Use of Artificial Intelligence

Before preparing your application, please read **APSC's Principles for candidate use of AI in recruitment.**

These principles are designed to support the responsible use of AI throughout the recruitment process, while ensuring fairness, transparency and the integrity of merit-based selection. They provide clear guidance on how AI may be used to assist with your application, as well as outlining the types of AI use that are not appropriate in APS recruitment processes.

Candidates are expected to comply with these principles and maintain the authenticity and integrity of their application at all stages of the recruitment process.

Next steps

Applications close **11.59pm AEDT on Thursday 12 November 2026**.

To apply, **please submit your CV together with a suitability statement** via this advertisement (a combined document is recommended).

A full position description is available to download at **www.robertwalters.com.au/hsra.html** or by request to the details below.

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

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

About the High Speed Rail Authority

About High Speed Rail Authority The Australian Government is planning a future high speed rail network to connect Brisbane, Sydney, Canberra, Melbourne and regional communities across the east coast of Australia. The High Speed Rail Authority (the Authority), an independent corporate Commonwealth entity governed by an independent board, is leading the development and delivery of High Speed Rail. Line 1, connecting Newcastle to Sydney on a dedicated new railway using trains travelling up to 320km/h, is now in the Development Phase. High Speed Rail will contribute to a number of key Australian Government priorities, including increased economic productivity, new housing options, regional economic and tourism development and contributing to net zero. More information about the Authority and our work is available at: www.hsra.gov.au .

To Apply

Position Contact	Jane Lowney, +61 7 3032 2252
Agency Recruitment Site	https://www.robertwalters.com.au/microsites/hsra.html

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773898

Museum of Australian Democracy - Old Parliament House

Closing Date:Sunday 08 November 2026

Information Technology Information Technology

Job Title	Head of Information Technology
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	$145,481 - $170,922
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	While onsite attendance is required, work from home arrangements can be negotiated in accordance with our EA and within operational requirements
Classification	Executive Level 2
Position Number	32200
Agency Website	

Job Description

https://www.moadoph.gov.au/about/careers

Reporting to the Deputy Director of Corporate Services, the Head of Information Technology is a member of the Senior Management Group and plays a critical role in contributing to the intellectual, creative and operational leadership of the Museum. All members of the Senior Management Group are expected to work seamlessly together, contributing to the supportive and collaborative culture of MoAD. The successful candidate will lead the Museum's information technology (IT) functions in support of its strategic priorities, including providing advice on evolving cyber risks and the responsible use of artificial intelligence.

Leading the Information Technology team, this role is responsible for planning and delivering solutions that support the corporate and public-facing activities of the Museum. The successful candidate will facilitate the adoption of fit-for-purpose platforms, policies and processes that provide an effective, secure and sustainable IT environment. This includes supporting cyber resilience and guiding the considered adoption of artificial intelligence where it can improve services and productivity without increased risks. The Head of Information Technology will also provide strategic input to organisational planning and reporting, and manage staff, budgets, contracts and procurement for the section

Duties

The Head of Information Technology will:

- Lead the Museum's IT initiatives by providing strategic and practical advice at all levels of the organisation, identifying opportunities for improvement and innovation, and delivering solutions that support the Museum's corporate and public-facing activities.
- Fill the official roles of Chief Information Officer (CIO), Chief Information Security Officer (CISO) and Chief AI Officer (CIAO), and being the accountable officer (AO) for relevant AI use cases
- Contribute to organisational leadership and strategic planning, ensuring technology priorities, investments and activities align with the Museum's objectives and resources.
- Manage staff, contractors and vendors to maintain and improve the Museum's IT environment in accordance with government standards, policies and sound commercial practices.
- Undertake the role of CISO, overseeing cyber security strategy, assurance, reporting, resilience and incident response arrangements proportionate to the Museum's risks and operating environment.
- Lead change management and capability uplift for technology processes and systems, supporting their successful implementation, adoption and long-term sustainability.
- Support the Museum to plan for future technology requirements, including the considered and responsible adoption of artificial intelligence where it can improve services, productivity and organisational capability.

Eligibility

To be eligible for this position at MoAD, applicants must:

- be an Australian Citizen; and
- have the appropriate security clearance or be willing to undertake the process to obtain a Negative Vetting Level 1 clearance (after commencement).
- be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service, if you are deemed to be the successful candidate.

Notes

This is an ongoing opportunity.

Suitable candidates may be placed in a merit pool from this selection process and the pool may be used to fill similar ongoing or non-ongoing roles. Non-ongoing vacancies filled from a merit pool may be offered as a specified term.

About the Museum of Australian Democracy - Old Parliament House

To Apply

Position Contact	Bernard Finucane, 0407 709 028
Agency Recruitment Site	https://www.moadoph.gov.au/about/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773941

Museum of Australian Democracy - Old Parliament House

Closing Date:Wednesday 30 June 2027

Job Title	Temporary Register - Casual Visitor & Education Engagement
Job Type	Casual, Non-Ongoing
Location	Parkes ACT
Salary	$70,477 - $70,477
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	Onsite attendance is required.
Classification	APS Level 3
Position Number	Several
Agency Website	

Job Description

https://www.moadoph.gov.au/about/careers

Housed in one of Australia's most prominent national heritage listed buildings, the Museum of Australian Democracy (MoAD) at Old Parliament House was the first museum in Australia dedicated to telling the story of the journey of our democracy. It seeks to provide a range of

innovative exhibitions, tours, interpretation, education programs and public activities that will inspire and challenge visitors to explore democracy from its ancient roots to the present day and possible futures.

These positions work under general supervision and involve engaging with our diverse audiences in a range of ways to enhance their experience at the museum. Common requirements for these positions include good people skills and the ability to give presentations that may involve standing for long periods of time.

Some of these positions involve wearing a uniform.

All positions are required to support compliance with agency security and heritage requirements.

Successful applicants may work in one or more of the below positions, depending on your skills and experience, and the availability of shifts.

Duties

Learning Facilitator

The Learning team plays a key role in providing programs to over 90,000 students per year. As a member of the team, you will have excellent people skills, enjoy working with students of all ages and backgrounds, have a strong empathy for the vision and purpose of MoAD and have a sound knowledge of Australian political history and experience with working with students.

Duties:

• Present high quality education programs onsite and online.

• Ensure learning spaces and equipment are made ready for use.

• Assist with project work, as required.

• Support MoAD public programs.

Museum Experience Officer

The Museum Experience Team works with around 200,000 general visitors to the museum each year, from arrival to exit. The team manages our Receptions and the MoAD Shop, conducts tours, manages public enquiries online and onsite, and develops and supports other museum public programs including events.

Duties:

• Provide high quality interactions with museum visitors, including entry management, providing information to promote current museum programs, retail sales and handling telephone calls.

• Deliver and support a range of museum public programs including tours, events and facilitating activities in exhibition spaces. Occasional after-hours work may be required.

• Support and provide general direction to volunteers to ensure that their role is carried out effectively and is aligned with the museum's objectives.

• Engage in productive working relationships that add value to service delivery

Museum Engagement Facilitator

The Museum Engagement Team provides award-winning experiences for visitors at MoAD. Museum Engagement Facilitators engage with adults and children to deliver a suite of informal learning experiences in a range of spaces around the museum. Families make up around one third of the museum's general visitors. Facilitators will primarily work in the PlayUP exhibition developing and delivering a variety of experiences for families, as well as conduct brief research and evaluation.

Duties:

• Provide high quality engagement opportunities for museum visitors including facilitating informal learning with children and adults in the PlayUP exhibition and other museum spaces.

• Manage set up and pack down of craft activities, and exhibition resets as required.

• Assist with the development of new experiences including undertaking basic research and analysis

Eligibility

To be eligible for this position at MoAD, applicants must:

• be an Australian Citizen; and

• have a baseline security clearance or be willing to undertake the process to obtain a baseline clearance (after commencement).

• Working with Vulnerable People – Current WwVP card

• be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service, if you are deemed to be a successful candidate.

Notes

This register is to fill casual employment opportunities only.

Please note that this register is an expression of interest only and does not guarantee that an offer of employment will be made. You may be contacted if a vacancy arises that matches your skills and experience.

About the Museum of Australian Democracy - Old Parliament House

To Apply

Position Contact	Recruitment Officer, 02 6270 8235
Agency Recruitment Site	https://www.moadoph.gov.au/about/careers

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Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773973

National Archives of Australia

Closing Date:Wednesday 11 November 2026

-
Government Information and Collection Management Preservation

Job Title	Director Preservation
Job Type	Full-Time, Ongoing
Location	Mitchell ACT, Chester Hill NSW
Salary	$147,889 - $160,006
Future Merit Locations	Chester Hill, Mitchell
Office Arrangement	On Site
Office Arrangement Details	Due to the nature of the role, you will be required to be based at either our National Archives Preservation Facility in Mitchell (ACT) or our Chester
Classification	Executive Level 2
Position Number	32313
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

http://careers.naa.gov.au/cw/en/listing/

National Archives is seeking a Director to lead the section responsible for preservation of National Archives' analogue collection.

The Director Preservation is responsible for the management and preservation of the National Archives' analogue collection. This position provides national leadership and strategic advice on the preservation of the collection and oversees work to preserve records at risk of loss or deterioration, through preventative preservation strategies, conservation treatments and preservation digitisation processes.

The position requires proven leadership capability and a strong strategic focus, the capacity to build and sustain positive relationships with a wide range of stakeholders, and the ability to identify priorities, pursue innovative approaches and achieve results.

Duties

Under broad direction the main duties of the role are to:

· Lead and manage the Preservation section to achieve organisational objectives in accordance with the National Archives' strategic directions, outcome and outputs framework, legislative framework and other policies

· Provide national leadership and strategic advice on the preservation of the national archival collection.

· Lead the development of standards and policies to preserve and make accessible the national archival collection,

· Oversee work to preserve records at risk of loss or deterioration, through preventative preservation strategies, conservation treatments and preservation digitisation processes.

· Represent National Archives and build and maintain strong partnerships with internal and external stakeholders including national and international cultural institutions and Australian government agencies.

· Inspire and lead a high-performing team, fostering a culture of innovation, collaboration, and

· excellence.

Eligibility

Applicants must be Australian citizens and be able to obtain and maintain a security clearance to NV1 Level.

Notes

Appropriate qualifications or experience in the preservation and/or management of archival collections are essential.

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

About the National Archives of Australia

The National Archives of Australia has a skilled and diverse workforce. We value our people, performance, integrity and service. We encourage applications from Aboriginal and Torres Strait Islander people, people with a disability and people from every cultural and linguistic background. National Archives has a presence in all state and territory capital cities. Our national office and exhibition spaces are in Canberra, and all centres offer public reading rooms where visitors are able to examine original records. Some offices are co-located with the state or territory archives, providing one-stop public access. National Archives collection is housed in several repositories located around Australia. We offer a high standard of service as outlined in our service charter. If you would like to join our team, we invite you to apply for this vacancy.

To Apply

Position Contact	Celia Blake, -
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773780

National Film and Sound Archive of Australia

Closing Date:Sunday 15 November 2026

Digital and Data
ICT Infrastructure

Job Title	Network Engineer, Edge Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Acton ACT
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - QLD
Office Arrangement	On Site;Flexible
Office Arrangement Details	You may apply for flexible working arrangements.
Classification	APS Level 6
Position Number	85655
Agency Website	https://www.nfsa.gov.au/

Job Description

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

About the National Film and Sound Archive

The National Film and Sound Archive of Australia (NFSA) is Australia's audiovisual archive, telling the national story by collecting, preserving and sharing audiovisual media, the cultural experience platforms of our time. The collection itself dates back to 1935, making it one of the world's oldest audiovisual collections. It is also one of the country's most used cultural collections, with around 125 million views of collection content each year. The NFSA is in a period of significant change. Following increased Government investment, the institution is in a process of digital transformation, establishing the NFSA as Australia's most dynamic and valued cultural organisation. We are rebuilding our curatorial workforce and developing the NFSA's capacity to digitise our collection at scale – to preserve it for the future, to make sure it can be discovered, and to share it with all Australians.

We continue to work on developing a stable, secure and future-proof workforce across our four physical sites based in Canberra and Mitchell in the ACT as well as in Sydney and Melbourne.

We are also undergoing a program of business improvement for many of our corporate systems to improve efficiency and reduce manual handling.

We are an ambitious organisation, and we aim to be an employer of choice within the Galleries, Libraries, Archives and Museums (GLAM) sector, providing exciting and challenging work, as well as favourable employment conditions and unique development opportunities for our staff.

Cultural Values

We are an equal opportunity employer, embracing a diverse range of applicants such as veterans, and people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA community members, individuals with disabilities and/or health conditions, as well as those from varied faith and cultural backgrounds. At the NFSA we prioritise the development of a safe, inclusive, and high-performance culture through shared actions and behaviours that align with our strategy and direction. This empowers our employees to effectively contribute to our goals.

The National Film and Sound Archive of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for these principles in theory and practice.

About the Team

The ICT Infrastructure team is part of the Digital and Data Branch and is responsible for the design, delivery and ongoing management of NFSA's core ICT infrastructure. The team ensures the organisation's network, storage, virtual infrastructure and supporting platforms remain secure, reliable and available to support business operations.

The team manages enterprise network services, storage, backup and recovery, virtual infrastructure, infrastructure monitoring and supporting technology platforms. This includes maintaining core and edge network services, monitoring infrastructure performance, managing infrastructure certificates, planning technology upgrades, and implementing improvements to maintain the reliability, security and capacity of ICT infrastructure.

Working closely with ICT Operations, Cyber Security and other teams across NFSA, the ICT Infrastructure team provides the technical foundation that supports the organisation's ICT services. The team delivers infrastructure solutions that are reliable, secure and fit for purpose, while continually improving infrastructure services to meet current and future business needs.

The Opportunity

The Network Engineer, Edge Services is responsible for the administration, maintenance and continual improvement of NFSA's edge network infrastructure. Reporting to the ICT Manager, the role manages firewalls, wireless, remote access and site connectivity services to ensure secure, reliable and resilient network access across the organisation. The role is suited to a technically skilled network professional with experience in enterprise networking, perimeter security and connectivity services.

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

Duties

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

- Provide specialist technical leadership for enterprise firewall, perimeter security and edge network infrastructure, ensuring security, availability and performance.
- Provide specialist technical oversight of remote access services, including VPN technologies and secure connectivity solutions.
- Manage and optimise enterprise wireless infrastructure, including wireless controllers, access points and associated network services.
- Configure and maintain site connectivity, WAN links and edge routing services to ensure reliable connectivity across all locations.
- Manage and optimise firewall policies, network segmentation, NAT and access control rules in accordance with approved security standards.
- Ensure the currency and security of firewalls, wireless infrastructure and edge network devices, through patching and lifecycle management.
- Monitor and optimise the availability, capacity and performance edge network, wireless and internet services, investigating and resolving connectivity, performance and availability issues.
- Manage and implement network changes, upgrades and technology refresh activities in accordance with approved standards and change processes.
- Manage and resolve complex edge network incidents, working with service providers and vendors to restore services and maintain operational availability.
- Maintain network configurations, technical documentation, standard operating procedures and configuration backups for edge infrastructure.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Demonstrated experience managing and optimising enterprise firewalls, wireless infrastructure and edge networking services, ensuring secure and reliable service delivery.
2. Demonstrated experience managing and optimising enterprise wireless infrastructure, VPN services, WAN connectivity and site networking technologies, to ensure secure and reliable connectivity.
3. Demonstrated experience implementing and managing firewall policies, network segmentation, security controls and lifecycle management for enterprise edge networking platforms.
4. Demonstrated ability to analyse, diagnose and resolve complex issues affecting firewalls, wireless networking, internet connectivity and secure remote access services.
5. Demonstrated ability to develop technical documentation, coordinate infrastructure changes and collaborate effectively with vendors, ICT teams and internal stakeholders.

Eligibility

How to Apply

When applying via our online e-recruitment system, please address the details in the ‘Key Responsibilities’ and ‘Selection Criteria’ by outlining in 1,000 words or less, how your skills and relevant experience demonstrate that you would be our ideal candidate. Your current resume is also to be included in your application.

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

We welcome and encourage applications from people with disability, the LGBTIQ+ communities, from Aboriginal and/or Torres Strait Islander people, and people from culturally and linguistically diverse backgrounds.

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.

- Obtain and maintain an Australian Government Clearance.

What we offer you

We provide a diverse, inclusive, and supportive work environment with access to:

- Great training and development opportunities.
- Generous leave and flexible working arrangements.
- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- A competitive salary, plus 15.4% superannuation.
- Rewards and recognition initiatives.

Notes

RecuitAbility

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information see: RecruitAbility | Australian Public Service Commission (https://apsc.gov.au).

About the National Film and Sound Archive of Australia

The National Film and Sound Archive of Australia (NFSA) is the national agency concerned with the visibility, usability and sustainability of Australia's audio-visual heritage. The NFSA's mission is to collect, preserve, and share the national audio-visual collection for others to learn, experience and create with it.

To Apply

Position Contact	Michelle Crampton, 02 6248 2123
Agency Recruitment Site	https://candidate.aurion.cloud/nfsa/production/

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0773790

National Film and Sound Archive of Australia

Closing Date:Wednesday 11 November 2026

Audiences, Brand and Content
Editorial and Content

Job Title	Social Media Coordinator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW
Salary	$88,834 - $96,829
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - QLD, Various locations - TAS
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	You may apply for flexible working arrangements.
Classification	APS Level 5
Position Number	89234
Agency Website	https://www.nfsa.gov.au/

Job Description

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

About the National Film and Sound Archive

The National Film and Sound Archive of Australia (NFSA) is Australia's audiovisual archive, telling the national story by collecting, preserving and sharing audiovisual media, the cultural experience platforms of our time. The collection itself dates back to 1935, making it one of the world's oldest audiovisual collections. It is also one of the country's most used cultural collections, with around 125 million views of collection content each year. The NFSA is in a period of significant change. Following increased Government investment, the institution is in a process of digital transformation, establishing the NFSA as Australia's most dynamic and valued cultural organisation. We are rebuilding our curatorial workforce and developing the NFSA's capacity to digitise our collection at scale – to preserve it for the future, to make sure it can be discovered, and to share it with all Australians.

We continue to work on developing a stable, secure and future-proof workforce across our four physical sites based in Canberra and Mitchell in the ACT as well as in Sydney and Melbourne.

We are also undergoing a program of business improvement for many of our corporate systems to improve efficiency and reduce manual handling.

We are an ambitious organisation, and we aim to be an employer of choice within the Galleries, Libraries, Archives and Museums (GLAM) sector, providing exciting and challenging work, as well as favourable employment conditions and unique development opportunities for our staff.

Cultural Values

We are an equal opportunity employer, embracing a diverse range of applicants such as veterans, and people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA community members, individuals with disabilities and/or health conditions, as well as those from varied faith and cultural backgrounds. At the NFSA we prioritise the development of a safe, inclusive, and high-performance culture through shared actions and behaviours that align with our strategy and direction. This empowers our employees to effectively contribute to our goals.

The National Film and Sound Archive of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for these principles in theory and practice.

About the Team

The Editorial and Content team is part of the Audiences, Brand and Content branch. Based in Sydney and working closely with colleagues in Canberra and Melbourne, the team delivers best practice, data informed publishing that connects the NFSA’s collection with audiences through dynamic cultural conversations.

The team produces a high volume of content across the NFSA website, online video and social media platforms, with a focus on growing reach, relevance and audience diversity. Social media is a central part of this publishing ecosystem – driving discovery, engagement and video led storytelling across third party platforms.

The team works closely with Curatorial, First Nations Engagement, Marketing, Communications, Production, and Enterprises colleagues to deliver ambitious content while managing rights, reputation and risk.

The Opportunity

The Social Media Coordinator supports the NFSA's social platforms as a primary driver of audience growth and public engagement, building on established foundations across our YouTube and Meta channels.

Reporting to the Online Video and Social Media Manager, the role helps manage the social content pipeline, including coordinating content plans and calendars, contributing ideas for original and platform-responsive content, and supporting the creation and distribution of social media content. Working closely with stakeholders across the organisation, the Social Media Coordinator helps connect audiences with the NFSA's collections, stories and programs and may assist with content shoots and other social-first projects.

This role contributes to the next phase of the NFSA's social media evolution by helping expand reach, strengthen audience connection and grow the channel suite through engaging social and video content. Working within a specialist social media team, the Social Media Coordinator supports content planning, publishing, optimisation and audience engagement across multiple platforms.

Please note: This recruitment process is intended to fill both current and future vacancies. While the position on offer is a non-ongoing 12-months contract, a merit pool of suitable applicants may be established to fill similar ongoing and non-ongoing positions within the next 18-months.

Duties

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

- Coordinate day-to-day delivery of the NFSA's social media content calendar, including scheduling, publishing and optimisation across Facebook, Instagram, YouTube and emerging platforms.
- Assist with social media content planning and development, including content ideation, creative briefing, social copywriting, sourcing assets aligning with usage rights and organisational requirements, and developing engaging social-first content that supports audience growth, engagement and awareness objectives.
- Research social media trends, emerging platforms, audience behaviours and algorithm changes, providing recommendations to support channel growth, optimisation and best practice.
- Build and maintain engaged online communities through proactive audience engagement, moderation and community management activities.
- Monitor, analyse and report on social media performance, providing insights and recommendations to improve content effectiveness, audience engagement and channel growth.
- Assist in the production of original social media content, including supporting content shoots, talent coordination, behind-the-scenes capture and other creative activities.

- Collaborate with editorial and other internal teams to identify, source and deliver content opportunities, and support the delivery of marketing campaigns and audience engagement initiatives across social media channels.
- Ensure social media activities comply with copyright, accessibility, usage rights, moderation standards and organisational policies, while contributing to the continuous improvement of social media processes, workflows and documentation.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Demonstrated knowledge of social media platforms, audience behaviours and digital content best practice, with the ability to create and optimise content across multiple channels to achieve engagement and audience growth outcomes.
2. Proven ability to demonstrate strong organisational and planning skills, effectively managing competing priorities and stakeholder requirements, coordinating content workflows, and delivering high-quality outcomes within agreed timeframes.
3. Well-developed written communication and storytelling skills, including the ability to write engaging social media copy and adapt content for different audiences and platforms.
4. Demonstrated ability to foster positive and inclusive online communities effectively by managing audience engagement and moderation activities while exercising sound judgement in responding to sensitive or complex interactions in a public-facing environment.
5. Proven ability to apply strong analytical and problem-solving skills to interpret social media performance data, identify insights and trends, and make evidence-based recommendations to improve outcomes.

Qualifications and/or relevant experience required

Mandatory:

- At least five years of experience in a social media role.

Desirable:

- Experience creating content and managing social media channels for a cultural institution, marketing agency, government agency or similar organisation.
- Interest in Australian audiovisual culture, digital storytelling and audience engagement.

Eligibility

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.

How to Apply

When applying via our online e-recruitment system, please provide:

- A written application of no more than 500 words addressing the selection criteria, outlining how your skills and experience meet the requirements of the role.
- Your current resume.
- Inclusion optionals: Links to portfolios, content examples or relevant projects you have significantly contributed to are welcomed but not required.

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

We welcome and encourage applications from people with disability, the LGBTIQ+ communities, from Aboriginal and/or Torres Strait Islander people, and people from culturally and linguistically diverse backgrounds

What we offer you

We provide a diverse, inclusive, and supportive work environment with access to:

- Great training and development opportunities.
- Generous leave and flexible working arrangements.
- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- A competitive salary, plus 15.4% superannuation.
- Rewards and recognition initiatives.

Notes

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To Apply

Position Contact	Rachael Saliba, 02 8202 018
Agency Recruitment Site	https://candidate.aurion.cloud/nfsa/production/

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Prime Minister and Cabinet

Vacancy VN-0773890

Aboriginal Hostels Limited

Closing Date:Sunday 08 November 2026

Frontline Services
Operations Alice Springs Hostels

Job Title	AFFIRMATIVE MEASURES - FRONTLINE DIRECTORS, OPERATIONS
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Darwin NT, Alice Springs NT, Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Canberra ACT
Salary	$140,675 - $153,336
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangement - travel required
Classification	Executive Level 2
Position Number	VN-0773890
Agency Website	https://www.ahl.gov.au/work

Job Description

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

Ongoing and non-ongoing opportunities | Affirmative Measures – First Nations

Lead from the front. Shape outcomes. Make a lasting difference for First Nations Communities.

Are you an experienced First Nations leader ready to take on a critical executive leadership role?

AHL is seeking capable and decisive leaders to take on the role as an Executive Level 2 (EL2) Frontline Director. These are pivotal positions with responsibilities for leading complex service delivery operations, setting direction for regional teams and ensuring that AHL's hostel network delivers safe, effective and culturally responsive services to clients and communities.

As a Frontline Director, you will lead from the front in a dynamic and often challenging environment. You will be required to make sound and timely decisions, navigate complex operational and people matters, manage competing priorities and take accountability for

outcomes. You will work across regional boundaries, providing leadership and direction where it is needed most, while building strong relationships with First Nations communities and key stakeholders.

These roles require more than operational oversight. They call for leaders who can bring clarity and direction to complex situations, exercise sound judgement, build organisational capability and drive outcomes that make a genuine difference to people and communities.

Duties

About the roles

As a Frontline Director, you will provide critical executive leadership across AHL’s hostel network, translating organisational priorities into effective regional operations and ensuring the network responds to changing business and community needs.

You will be accountable for regional performance and service delivery, leading through complexity, addressing significant operational and workforce issues, and working with senior leaders to strengthen the overall performance of our hostel network.

Key responsibilities include:

- Setting direction and taking accountability for operational performance, service delivery and outcomes.
- Making sound decisions in complex and sensitive situations, managing risks and competing priorities.
- Leading workforce performance, capability and accountability, including through periods of change.
- Managing complex client matters and ensuring services are safe, effective and culturally responsive.
- Building trusted relationships with First Nations communities and key stakeholders to inform decisions and improve outcomes.
- Driving continuous improvement and collaborating across the network to maintain service continuity and respond to emerging needs.

These roles require visible, engaged leadership and a willingness to travel to support your region or provide temporary coverage in other regions where necessary.

What we are looking for

We are seeking experienced leaders who demonstrate:

- A strong record of leading complex operations, settling direction and delivering outcomes.
- Sound judgement and decision-making in challenging, sensitive or high-pressured environments.
- The ability to lead through others, build capability and foster culture of accountability and high performance.
- Strong strategic thinking, risk management and problem-solving skills.
- Highly developed stakeholder engagement and influencing skills, including the ability to build trusted relationships with First Nations communities.
- A commitment to culturally responsive service delivery and continuous improvement.

You will bring the leadership presence, resilience and integrity to take ownership of complex issues, lead from the front and deliver outcomes for clients, staff and communities.

Eligibility

- Prior to engagement, the successful applicant will be required to:
- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- meet the fitness for duty requirements
- meet and satisfy the Affirmative Measures - First Nations eligibility requirements

For new APS employees, a six-month probationary period will apply.

Notes

Employment Opportunities

AHL is seeking to establish and maintain a merit pool of suitable candidates for both ongoing and non-ongoing opportunities.

Ongoing opportunities: The recruitment process will support potential appointments to current and future ongoing vacancies, subject to business requirements and the selection process.

Non-ongoing opportunities: We are also seeking through this process suitably qualified candidates also for temporary vacancies, including short-term backfill and leave relief. Opportunities will vary in duration and location according to business needs.

This recruitment is being conducted under **Affirmative Measures – Indigenous provisions**.

First Nations leadership, knowledge and perspectives are importing to building trusted community relationships and delivering culturally responsive services. We encourage eligible Aboriginal and Torres Strait Islander peoples with the leadership experience and capability to succeed in these roles to apply.

How to apply

Submit your **completed application pack** through to jobs@ahl.gov.au before **Sunday, 8 November at 11:59pm AEDST.**

As part of your application pack you are required to provide the following documents:

- Complete the **application form**, available from our website Work with us | Aboriginal Hostels Limited
- Your resume (**maximum three pages**)
- The **statement of claims** (imbedded in the application form) should be a **maximum of two pages** addressing the **key responsibilities and capabilities**.
- Include your name and the job reference **(VN-0773890)** in the subject of your email.

You may also refer to the APSC resource Cracking the Code for further guidance and assistance on applying for jobs in the Australian Public Service.

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 advertising agency.

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

About the Aboriginal Hostels Limited

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public

Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Deanne Bear, 0401 123 809
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0774059

Aboriginal Hostels Limited

Closing Date:Sunday 15 November 2026

People Branch
People Services and Wellbeing Recruitment and Entry Level Programs

Job Title	Branch Officers - Recruitment and Entry Level Programs
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$79,125 - $96,829
Future Merit Locations	Various locations - ACT
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 4;APS Level 5
Position Number	TBC
Agency Website	https://www.ahl.gov.au/work

Job Description *https://www.ahl.gov.au/work*

About Aboriginal Hostels Limited (AHL)

AHL is a not-for-profit Commonwealth company dedicated to providing culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Since 1973, AHL has been committed to improving the quality of life and economic opportunities for First Nations people through a national network of over 40 hostels across Australia. Join us in making a meaningful impact and supporting our mission to enhance the lives of First Nations communities.

Duties

About the Role

We are seeking motivated and community minded people to join our small but dedicated team, delivering end-to-end recruitment services across all areas of AHL including working with our Hostels.

This is more than just a job - it's an opportunity to make a genuine difference to our business which provide culturally safe accommodation nationally for Aboriginal and Torres Strait Islander people. You'll play a key role in helping shape our workplace during an exciting time of transformation as we move towards a new e-recruitment solution.

AHL is recruiting for an:

- **APS4 Branch Support Officer - Recruitment & Entry Level Programs**
- **APS5 Branch Officer - Recruitment & Entry Level Programs**

The successful candidate will demonstrate adaptability, professionalism and integrity, with the ability to work independently and collaboratively. A sound understanding of recruitment related legislation, including Public Service Act and merit-based selection principles will be important. They will be committed to supporting fair, transparent and merit-based recruitment processes while contributing to a fair, inclusive and culturally safe recruitment experience.

For the full position description and how to apply, visit our website Work with us | Aboriginal Hostels Limited

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 AHL to be eligible for this position you should be an Australian Citizen at the closing date of application, unless exceptional circumstances apply.

To be eligible to apply, applicants must be Australian Citizens or have already lodged an application for Australian Citizenship.

Prior to engagement, the successful applicant will be required to:

- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- meet the fitness for duty requirements

Notes

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 advertising agency.

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To Apply

Position Contact	Erryn Taylor, 02 621202091
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0774070

Aboriginal Hostels Limited

Closing Date:Wednesday 11 November 2026

People Services
National office

Job Title	Officer - Audit and Compliance
Job Type	Full-Time, Ongoing
Location	Phillip ACT
Salary	$79,125 - $86,246
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Hybrid Work arrangement
Classification	APS Level 4
Position Number	9234
Agency Website	https://www.ahl.gov.au/work

Job Description

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

AHL is a not-for-profit Commonwealth company dedicated to providing culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. AHL is committed to improving the quality of life and economic opportunities for First Nations people through a national network of over 40 hostels across Australia.

We offer more than just a job; we provide an opportunity to make a meaningful impact. By joining our team, you'll contribute to AHL's vision to improve the quality of life and economic opportunity for First Nations people. You'll work alongside passionate colleagues striving for positive social change.

Duties

As the APS Level 4 Officer - Audit and Compliance, People Branch in the People Audit and Compliance team, you will provide essential administrative and operational support to ensure the smooth delivery of payroll and people services, validations, audit and compliance services.

Your work will help ensure staff queries are addressed efficiently, calculations are accurate, and smaller tasks and projects are delivered on time. You will contribute to key initiatives such as payroll processing validation checks, leave and superannuation calculations, and assist with the transition of manual information into AHL's new payroll system, Aurion.

This role also provides backup support to the People Branch Helpdesk on a needs basis to assist with ticket uploads for variations to pays and answering phones or general queries – ensuring continuity of service and critical client services for all staff on People Branch based issues.

This role requires attention to detail, technical knowledge, and client services focus, ensuring that trust in our People Branch services is maintained while providing seamless communication and handovers to specialist areas when needed.

Our Ideal Candidate

You will be an organised, proactive individual who enjoys supporting others to achieve results. You bring strong administrative skills, an eye for detail, and the confidence to manage competing priorities. You will be comfortable working with data and calculations, and you can communicate clearly and professionally with staff and stakeholders from a diverse range of backgrounds and experiences. You are a team player who thrives in a collaborative environment and are keen to build your skills in audit and compliance functions. You are also no deterred or disheartened by manual and/or paper-based documentation or legacy processes in the face of finding facts and seeking solutions

As a Support Officer in the Audit and Compliance team, your main responsibilities will include (but not limited to):

- Provide administrative support to audit and compliance activities within the People Branch.
- Manager general queries, ensuring timely and accurate responses or referral to the appropriate team members.
- Assist with basis payroll calculations to confirm compliance and accuracy of calculations and payments.
- Manager smaller scale audit and compliance projects and processes (such as employee overpayments) that contribute to audit and compliance outcomes.
- Provide backup support to the People Branch Helpdesk functions as required to ensure continuity of services during critical periods.
- Assist in the preparation of documentation, correspondence, and records to support audits and compliance checks.
- Help maintain accurate records and data for processing and compliance reporting.
- Assist with documentation gathering for AHL external audit reviews.
- Draft routine correspondence to internal stakeholders using clear, professional, and culturally sensitive communication.
- Assist with the collation of data and information for Freedom of Information and other requests.
- Assist with audit of personal files (both physical and digital) and locations for a clear understanding of compliance of storage and accessibility.
- Contribute to process improvements and provide suggestions to improve administration efficiency and staff experience.
- Assist with other suitable functions as required.

Key Capabilities

- Strong organisational skills and ability to manage competing tasks and deadlines.
- Confidence in handling routine calculations and working with data accurately.
- Collaborative approach and willingness to support colleagues in a small, high performing team.
- Confidence engaging with staff and stakeholders in a respectful, culturally appropriate way. Ability to explain payroll or compliance matters in plain language.
- Proactive attitude in managing routine queries and tasks.
- Flexibility to assist with changing priorities, including small projects, helpdesk coverage etc.
- Ability to draft clear, accurate correspondence and reports.
- Ability to work with legacy systems and support AHL through system change.
- A commitment to integrity, collaboration, and continuous improvement.

Eligibility

- Be an Australian Citizen.
- Undergo a Satisfactory National Criminal History Check (prior to engagement).
- Meet Fitness for Duty requirements (prior to engagement).

Qualifications and Experience

Essential:

- At least 6 months Human Resources (HR) experience, with experience in payroll or compliance roles.

Desirable:

- Experience working in an APS or similar environment.
- Qualifications in Human Resources, or a related field.

Notes

How to apply

- Complete the Application Form available on our website Work with us | Aboriginal Hostels Limited
- Email your current Resume and a completed Application Form directly to jobs@ahl.gov.au before 11:59pm AEDT on Wednesday 11 November 2026.
- Include your name and the job reference (VN-0774070 - APS4 Officer – Audit and Compliance) in the subject of your email.

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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To Apply

Position Contact	Cynthia Savaridass, 02 6212 2020
Agency Recruitment Site	https://www.ahl.gov.au/work

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Prime Minister and Cabinet

Vacancy VN-0773824

Australian Institute of Aboriginal and Torres Strait Islander Studies

Closing Date:Wednesday 04 November 2026

Office of the CEO
Finance

Job Title	Senior Finance Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$99,734 - $111,701
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work arrangements may be negotiated with the successful candidate
Classification	APS Level 6
Position Number	77_10/26
Agency Website	https://aiatsis.gov.au/

Job Description

https://aiatsis.gov.au/about/work-us/current-vacancies

This is an Identified position open to all Australian Citizens

About the Group

The Office of the CEO (OCEO) is at the forefront of the Institute, liaising with external stakeholders including, but not limited to: Ministerial Offices, Commonwealth and state and Territory Departments; including the National Indigenous Australians Agency (NIAA), the Department of Foreign Affairs and Trade (DFaT) and the Office of the Arts (OfTA) as well as other Indigenous Portfolio Bodies, the Australian Diplomatic Corp, relevant Embassies and Cultural and other Institutions both domestically and abroad.

About the Program Area

The Finance team is part of the OCEO and reports directly to the Chief Financial Officer (CFO). As a key enabler of operational efficiency and long-term financial sustainability, the Finance team plays a critical role in supporting AIATSIS' strategic and operational objectives. The team is responsible for the full spectrum of financial management, encompassing financial reporting, financial operations, and financial strategy. This includes maintaining internal financial controls, managing accounts payable and receivable, overseeing asset and cash flow management, and

ensuring compliance with the Accountable Authority Instructions and financial delegations. The Finance team also leads the preparation of internal and external budgets, forecasts, and financial statements in accordance with relevant legislation and Australian Government requirements.

Role Summary

The Senior Finance Officer supervises the day-to-day finance activities of the Institute including accounts payable, receivable, travel, employee expenses, asset management, capital-spending program, and budgeting. The Senior Finance Officer also assists with financial reporting and prepares financial statements.

Duties

- prepare monthly internal and external reporting requirements.
- supervision of day-to-day finance activities including accounts payable, receivable, travel, employee expenses, asset management, capital-spending program, and budgeting.
- ensure financial and procurement activity is accurately recorded and is consistent with contracts, budgets, guidelines, and accounting standards.
- assist with system implementation changes and business improvement activities.
- produce structured and ad-hoc reports, memos, policies, procedures, and analysis on financial performance for internal and external stakeholders.
- preparing taxation returns (including Business Activity Statements, FBT) and providing advice on tax issues.
- assist in the preparation of financial statements and reports including content for the Annual Report, Audit Assurance Committee, Council and Portfolio Budget Statements.
- provide timely and accurate advice and support to staff, management, and clients.

Eligibility

Cultural capability - essential

Roles at AIATSIS require candidates to have an understanding of the issues affecting Aboriginal and Torres Strait Islander peoples and proven culturally appropriate engagement and communications skills. The nature of this role requires the candidate to consistently demonstrate the following specific cultural capabilities:

- understand Aboriginal and Torres Strait Islander business within the agency and the outcomes the agency is responsible for delivering.
- makes careful observations to understand the underlying dynamics shaping an issue.
- manage and resolve conflict with respect for individuals and their culture.
- build and continue to strengthen relationships with Aboriginal and Torres Strait Islander communities.

AIATSIS embodies Yindyamarra in everything we do.

Skills, knowledge and personal attributes

To be successful in this role, you will have strong coordination and technical accounting skills, and a minimum of 2 years accounting experience preferably within an APS environment. You will come with the following skills, experience and attributes:

MANDATORY – Candidates will not be considered for the role without the below qualifications and experience.

- hold a Bachelor degree in
  - Commerce
  - Accounting
  - Business
  - Economics
- hold or working towards CA/CPA certification.
- minimum 2 years' accounting experience.

Other

- demonstrate strong coordination and technical capability.
- high level liaison and relationship management skills.
- excellent judgement, strong attention to detail and an ability to manage multiple priorities and respond flexibly in a shifting work environment.
- excellent relationship management skills, with the ability to build and sustain strong networks and relationships within the agency and with external stakeholders.
- ability to improve and streamline business processes.

Notes

Applications close **11.30pm** Wednesday 04 November 2026.

The successful candidate/s will need to undergo:

- Police check
- 6 month probation
- Medical clearance

This vacancy is being advertised concurrently under an identified and affirmative measure recruitment process. There is 1 position available.

Identified positions

Identified positions are roles that require people to understand the issues affecting Indigenous Australians and a proven ability to communicate sensitively with them. These requirements are generally for jobs that involve providing services or developing policies for Indigenous Australians, and/or direct interaction with Indigenous communities.

Identified positions are crucial in ensuring that the APS has the right people working on initiatives to improve the delivery of services and close the gap between Indigenous and non-Indigenous Australians and are open to all Australian citizens.

At AIATSIS all positions are Identified positions where candidates are required to demonstrate an understanding of the diversity of Aboriginal and Torres Strait Islander peoples, their cultures, and their issues and to be able to communicate respectfully with them. You must provide the name

and contact details of an Aboriginal and Torres Strait Islander referee. This referee will be contacted to determine your cultural capability.

What is Cultural Capability?

As all positions at AIATSIS are ‘Identified’ each position will have various elements of involvement with the delivery of Indigenous specific services, programs, and policies as part of AIATSIS core functions. AIATSIS therefore needs to also identify the cultural knowledge; skills and personal attributes needed to deliver the required outcomes.

Every part of how we work, who we work with and for, requires varying levels of knowledge of Aboriginal and Torres Strait Islander cultures, protocols and an understanding of issues that enable effective communication and ultimately effective performance in the role. To assist you in determining the required cultural capabilities of this role, you can refer to the Aboriginal and Torres Strait Islander Cultural Capability – A Framework for Commonwealth Agencies

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

About the Australian Institute of Aboriginal and Torres Strait Islander Studies

We are Australia’s only national institution focused exclusively on the diverse history, cultures, and heritage of Aboriginal and Torres Strait Islander Australia. We house the world’s most important and extensive collection of cultural information and material and we provide leadership, publish and promote greater understanding and appreciation of Aboriginal and Torres Strait Islander peoples. We create opportunities for people the world over to engage with and be transformed by the knowledge, the culture and the story of Australia’s Indigenous peoples. We are Australia’s national institution for leadership in Aboriginal and Torres Strait Islander research. We care for a priceless collection, including films, photographs, video and audio recordings as well as the world’s largest collection of printed and other resource materials for Aboriginal and Torres Strait Islander studies. We undertake and encourage scholarly, ethical, community-based research in a variety of sectors, including health, native title, languages and education. Our publishing house, Aboriginal Studies Press, regularly publishes outstanding writing that promotes Australian Indigenous cultures. Our activities affirm and raise awareness of the richness and diversity of Aboriginal and Torres Strait Islander cultures and histories.

To Apply

Position Contact	Buke Tunne, 02 6129 3939
Agency Recruitment Site	https://aiatsis.gov.au/about/work-us/current-vacancies

Prime Minister and Cabinet

Vacancy VN-0774032

Australian Institute of Aboriginal and Torres Strait Islander Studies

Closing Date:Sunday 08 November 2026

Office of the CEO
Return of Cultural Heritage

Job Title	Warlpiri Assistant Director Return of Cultural Heritage (Affirmative Measures)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Alice Springs NT
Salary	$121,755 - $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	AIATSIS has offices in Canberra, ACT & Alice Springs, NT. This role may be approved to work from a flexible location within Australia.
Classification	Executive Level 1
Position Number	75_10/26
Agency Website	https://aiatsis.gov.au/

Job Description

https://aiatsis.gov.au/about/work-us/current-vacancies

About the Group

The Office of the CEO (OCEO) is at the forefront of the Institute, liaising with external stakeholders including, but not limited to: Ministerial Offices, Commonwealth and state and Territory Departments; including the National Indigenous Australians Agency (NIAA), the Department of Foreign Affairs and Trade (DFaT) and the Office of the Arts (OfTA) as well as other Indigenous Portfolio Bodies, the Australian Diplomatic Corp, relevant Embassies and Cultural and other Institutions both domestically and abroad.

About the Program Area

AIATSIS is leading a program to secure the return of Aboriginal and Torres Strait Islander peoples' cultural heritage held overseas to its original custodians and owners or appropriate cultural institutions.

Returning material to country for purposes of cultural revitalisation is a key aspiration of Indigenous communities. The Return of Cultural Heritage (RoCH) program supports the cultural resurgence of Australia's First Nations peoples. This initiative will strengthen the signal both to the nation and globally that Aboriginal and Torres Strait Islander culture is respected, celebrated and valued.

The program will rely on expert knowledge as well as strong community engagement and partnerships, and a network of engaged individuals and organisations to achieve its goals.

Role Summary

The Warlpiri Assistant Director is responsible for the development of research strategies, conducting high-quality research and evaluation of outcomes, producing reports, official return requests, policy papers and other outputs. They are responsible for engagement with Aboriginal and Torres Strait Islander peoples, communities and organisations, as well as domestic and international cultural institutions and collectors.

This role is funded through external (corporate) funding sources with a primary focus to work in partnership with the Warlpiri communities impacted by the Granites gold mines, supporting the delivery of community-centred initiatives, building strong relationships, and helping to advance priorities that contribute to positive social, cultural and economic outcomes.

The position provides support to the Director in informing the legislative requirements and the development of changes to repatriation policy, practice and guidelines.

Duties

Key Responsibilities

- developing and monitoring of work plans and workflows, the delivery of outputs, and the mentoring and guiding of team members.
- working with other team members, develop research strategies, lead development of, and undertake, high-quality research.
- support the Director in stakeholder engagement through preparation of research, reports and briefs, negotiations with communities and institutions, preparation of meeting notes, ensuring follow up actions and outcomes are completed.
- assist the Director through the preparation of written articles for a variety of publications and presentations, and the preparation of media content.
- support and oversee administrative practices, systems and procedures to optimise efficiency and support the achievement of quality outcomes.
- the Assistant Director is expected to both model appropriate behaviour and to contribute to the mission and objectives of AIATSIS in that capacity.
- some domestic and international travel will be required.

Key Challenges

- anticipating and addressing contentious issues and providing accurate advice on complex issues while maintaining a high level of cultural competency and confidence.

Key Relationships

- Warlpiri communities

this role will work directly with Warlpiri communities impacted by the Granites gold mines. The successful candidate must have established networks within these communities and an in-depth knowledge of their culture and cultural practices.

- Office of the CEO

provide expert advice and contribute to decision making; identify emerging issues/risks and their implications and propose solutions; provide advice and report on progress towards business objectives and discuss future directions; support the development and implementation of work programs.

- Executive

collaborate and provide advice to contribute to strategic decision-making.

- Director RoCH

support the Director in managing and supporting the tasks of the team; support with development and implementation of the strategic direction of the work program.

- Stakeholders (internal)

liaise with, and coordinate information between stakeholders and the Executive; consult and collaborate with, to define mutual interests and determine strategies to achieve their realisation.

- Stakeholders (external)

collaborate and negotiate in research and engagement activities, provide sound and reliable advice; manage expectations, resolve problems and provide solutions to issues; negotiate outcomes and timeframes.

Eligibility

Cultural capability - essential

Roles at AIATSIS require candidates to have an understanding of the issues affecting Aboriginal and Torres Strait Islander peoples and proven culturally appropriate engagement and communications skills. The nature of this role requires the candidate to consistently demonstrate the following specific cultural capabilities:

- an understanding of the AIATSIS vision to create a world in which Aboriginal and Torres Strait Islander people's knowledge and cultures are recognised, respected, celebrated and valued
- an informed, authentic and respectful understanding of Aboriginal and Torres Strait Islander cultures and societies, including ethical research and policy matters related to the lives of Aboriginal and Torres Strait Islander people
- the capability to incorporate Aboriginal and Torres Strait Islander peoples' voices, experiences and perspectives in all of our work.

Skills, knowledge and personal attributes

To be successful in this role, you will have established networks with Warlpiri communities and an in-depth knowledge of their culture and cultural practices. You will come with the following skills, experience and attributes:

- be a highly culturally proficient individual with practical experience with Warlpiri communities, Indigenous engagement, with a demonstrated capacity to engage and negotiate in good faith, with the intent to benefit Aboriginal and Torres Strait Islander peoples, or a demonstrated capacity to develop this experience.
- have a strong track record of research experience, with demonstrated capacity to lead and build research/curatorial/policy projects.
- be a clear and effective communicator, with emotional intelligence and self-awareness, and a creative thinker. You will have excellent writing and analytical skills and the ability to communicate ideas clearly to a wide range of audiences.
- possess demonstrated project management skills, including the ability to plan, monitor and evaluate projects, budgets, time frames and seeing projects through to completion.
- have the ability to model ethical and appropriate behaviour, to provide leadership, build collaborations and partnerships, and develop relations with Indigenous communities and other stakeholders, including public representation.
- experience or qualifications in research/cultural heritage management/cultural collections or repatriation, or in the repatriation environment (legal, policy, cultural) dealing with Aboriginal and Torres Strait cultural heritage, is highly desirable.

Notes

Applications close **11.30pm** Sunday 08 November 2026.

The successful candidate/s will need to undergo:

- Police check
- 6 month probation
- Medical clearance (ongoing roles only)

Affirmative Measures positions

Jobs in the APS are open to all Australian citizens. There are some jobs, though, that are open only to specific members of the Australian population. This practice is known as an Affirmative measure and is a targeted strategy to ensure the diversity of the APS workforce reflects the diversity of the Australian population.

Any job can be restricted to Aboriginal and/or Torres Strait Islander people only, and it doesn't necessarily have to involve working on Indigenous issues. If a position has been advertised as an Affirmative measure, it will be clearly marked as such.

The use of the Indigenous Affirmative Measures provision at AIATSIS allows for targeted recruitment of Indigenous Australians into the organisation. If you are applying for an Affirmative Measures position, you will need to indicate your Aboriginal and/or Torres Strait Islander heritage on our application form and provide confirmation if required.

What is Cultural Capability?

As all positions at AIATSIS are ‘Identified’ each position will have various elements of involvement with the delivery of Indigenous specific services, programs, and policies as part of AIATSIS core functions. AIATSIS therefore needs to also identify the cultural knowledge; skills and personal attributes needed to deliver the required outcomes.

Every part of how we work, who we work with and for, requires varying levels of knowledge of Aboriginal and Torres Strait Islander cultures, protocols and an understanding of issues that enable effective communication and ultimately effective performance in the role. To assist you in determining the required cultural capabilities of this role, you can refer to the Aboriginal and Torres Strait Islander Cultural Capability – A Framework for Commonwealth Agencies

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 advertising agency.

About the Australian Institute of Aboriginal and Torres Strait Islander Studies

We are Australia’s only national institution focused exclusively on the diverse history, cultures, and heritage of Aboriginal and Torres Strait Islander Australia. We house the world’s most important and extensive collection of cultural information and material and we provide leadership, publish and promote greater understanding and appreciation of Aboriginal and Torres Strait Islander peoples. We create opportunities for people the world over to engage with and be transformed by the knowledge, the culture and the story of Australia’s Indigenous peoples. We are Australia’s national institution for leadership in Aboriginal and Torres Strait Islander research. We care for a priceless collection, including films, photographs, video and audio recordings as well as the world’s largest collection of printed and other resource materials for Aboriginal and Torres Strait Islander studies. We undertake and encourage scholarly, ethical, community-based research in a variety of sectors, including health, native title, languages and education. Our publishing house, Aboriginal Studies Press, regularly publishes outstanding writing that promotes Australian Indigenous cultures. Our activities affirm and raise awareness of the richness and diversity of Aboriginal and Torres Strait Islander cultures and histories.

To Apply

Position Contact	Jay Kickett, 02 6246 1139
Agency Recruitment Site	https://aiatsis.gov.au/about/work-us/current-vacancies

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Prime Minister and Cabinet

Vacancy VN-0773886

Australian National Audit Office

Closing Date:Sunday 15 November 2026

Systems Assurance and Data Analytics

Job Title	APS5 Auditor - SADA
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	$94,643 - $103,130
Future Merit Locations	Barton
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.
Classification	APS Level 5
Position Number	044/2026
Agency Website	https://www.anao.gov.au

Job Description

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

Who we are

The Australian National Audit Office (ANAO) purpose is to support accountability and transparency in the Australian Government sector through independent reporting to the Parliament and thereby contribute to improved public sector performance.

At the ANAO, you will make meaningful and valuable contributions to public sector administration through a full range of audit and assurance services.

The ANAO is located in Canberra and has approximately 450 employees. Our people come from a range of disciplines and backgrounds, many with commerce, accounting, finance or economics qualifications, but increasingly this has expanded to include public policy and administration, management, law, social sciences, and information technology.

Systems Assurance and Data Analytics (SADA) Group provides IT audit and data analytics support to the ANAO's assurance, performance and performance statements audit work and other information reports.

The ANAO is a professional organisation of curious and critical thinkers, with strong analytical capabilities, underpinned by the values of integrity, respect and excellence. Our people are technical and analytical experts in their field and are driven to produce high quality outcomes. We have a unique opportunity to make a difference and support accountability and transparency and improved public sector performance.

The opportunity

As an APS5 SADA Auditor, you will contribute the group’s key functions, such as systems assurance, cyber, AI-enabled auditing and data-focused reviews across diverse government environments. You will contribute to the group’s delivery of core work, such as testing of general IT controls, emerging technologies, and digital risks aligned with the ANAO Core Capability Framework.

You will experience and contribute to unique and diverse work of varying complexity in both large and small agencies. The broad experience, support and development opportunities available in SADA - including technical training, Learning and Development courses and networking opportunities will directly support you to be effective and successful in this role.

Duties

SADA work is varied and unique, duties can include but are not limited to:

- Undertake fieldwork supporting SADA activities, including project management, systems assurance, cyber security reviews, data analysis and AI-impacted processes.
- Document work undertaken in support of SADA activities.
- Contribute to risk assessment activities incorporating digital, cyber and system-level risks.
- Preparing audit papers and assisting in draft reporting.
- Supporting entity engagement and maintain productive working relationships.

Please note:

- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended.
- A merit pool will be created from this activity that may be used to fill similar vacancies for a period of 18 months from the date of advertising.
- All positions are based in Canberra, with flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.

Who we are looking for

We are committed to providing an environment that values diversity and supports employees to reach their full potential.

To be successful in this role, you will demonstrate:

- Ability to analyse systems, cyber and/or data risks. Analytic skills in any discipline will be highly regarded.
- Strong project management and administration skills.
- Strong learning mindset to develop AI-assisted audit skills.
- Effective communication skills who can explain technical findings simply.
- Team-oriented outlook who can apply sound judgement and initiative.

Desirable qualifications

There are no mandatory qualifications for this role, however, the following are highly desirable:

- Relevant tertiary qualifications in IT, cyber, data analytics, accounting, auditing or related fields.
- Demonstrated interest in auditing emerging technologies.
- Qualifications or demonstrated on-the-job experience in a discipline that requires analytical skills.

Eligibility

Citizenship – To be eligible for employment with the ANAO, applicants must be an Australian citizen.

Security Clearance – The Australian community requires the highest level of integrity from ANAO employees. The preferred applicant will be required to obtain and maintain a security clearance at the Baseline level. For more information about the AGSVA security clearance process, please refer to the AGSVA website.

Notes

Assessment process / Reasonable adjustment

As part of the assessment process, you may be asked to participate in one or more of the following assessment activities:

- Interview (in-person or virtual)
- Reference Check

If you believe you may require reasonable adjustments to participate in the assessment process, please ensure this is indicated on your application. A member of our recruitment team will contact you to discuss the adjustments prior to the assessment process.

Use of Artificial Intelligence (AI) in recruitment

The ANAO supports candidates using artificial intelligence (AI) tools and technologies to assist in the preparation of their application. To support a fair, transparent and merit-based assessment process, candidates are required to disclose any use of AI in preparing their application. This includes (but is not limited to) AI-based writing assistants, resume builders, or other generative AI tools.

All applications must remain an accurate and genuine representation of your skills, experience and capability, and you must be able to explain and substantiate your submission if required.

Candidates are expected to read and understand the APSC Principles for candidate use of AI in recruitment, which outline expectations for appropriate use of AI, including maintaining authenticity and avoiding misleading or unfair use. Failure to appropriately disclose AI use, or use of AI in a misleading way, may impact your assessment.

How to apply

Applications must be submitted using the online recruitment system. Applications sent via email cannot be accepted.

Applicants are required to submit a current CV/resume and a statement of claims (500 words maximum) outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

In preparing your application, you should consider the ANAO's capability framework and provide relevant examples that demonstrate your skills and experience against these areas and how they align to the role. You can access the ANAO Capability Framework for further guidance on the capabilities and behaviours expected.

Please note: Your email is our primary method of contacting you - please make sure the email address you provide us is correct, current and accessible.

We strongly recommend that you use a personal email address rather than your work email address to ensure you don't miss updates and invitations to participate in the assessment process. Please also regularly check your junk or spam folders.

We look forward to receiving your application and exploring how your skills and experience can contribute to our agency.

Contact

Name: **Alex Mcelwee** (Executive Officer - SADA)

Phone Number: 02 6203 7717

Email Address: SADAPracticeManagement@anao.gov.au

Closing date

Applications close **11:30pm AEDT on Sunday, 15 November 2026.**

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

About the Australian National Audit Office

The Australian National Audit Office (ANAO) is a specialist public sector entity that provides a full range of audit services to the Australian Parliament, the Australian Government and public sector entities. The 'Auditor-General Act 1997' provides the legislative framework for the role of the Auditor-General and the ANAO. The purpose of the ANAO is to drive accountability and transparency in the Australian Government sector through quality evidence based audit services and independent reporting to Parliament, the Executive and the public, with the result of improving public sector performance. The Executive is accountable to Parliament for its use of public resources and the administration of legislation passed by the Parliament. The Auditor-General scrutinises and provides independent assurance as to whether the Executive is operating and accounting for its performance in accordance with Parliament's purpose.

To Apply

Position Contact	Alex Mcelwee, 02 6203 7717
Agency Recruitment Site	https://anaocareers.nga.net.au/cp/

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Prime Minister and Cabinet

Vacancy VN-0773896

Australian National Audit Office

Closing Date:Sunday 15 November 2026

Systems Assurance and Data Analytics

Job Title	APS6 Senior Auditor - SADA
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	$104,852 - $120,514
Future Merit Locations	Barton
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.
Classification	APS Level 6
Position Number	045/2026
Agency Website	https://www.anao.gov.au

Job Description

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

Who we are

The Australian National Audit Office (ANAO) purpose is to support accountability and transparency in the Australian Government sector through independent reporting to the Parliament and thereby contribute to improved public sector performance.

At the ANAO, you will make meaningful and valuable contributions to public sector administration through a full range of audit and assurance services.

The ANAO is located in Canberra and has approximately 450 employees. Our people come from a range of disciplines and backgrounds, many with commerce, accounting, finance or economics qualifications, but increasingly this has expanded to include public policy and administration, management, law, social sciences, and information technology.

Systems Assurance and Data Analytics (SADA) Group provides IT audit and data analytics support to the ANAO's assurance, performance and performance statements audit work and other information reports.

The ANAO is a professional organisation of curious and critical thinkers, with strong analytical capabilities, underpinned by the values of integrity, respect and excellence. Our people are technical and analytical experts in their field and are driven to produce high quality outcomes. We have a unique opportunity to make a difference and support accountability and transparency and improved public sector performance.

The opportunity

As an APS6 SADA Senior Auditor, you may lead small components of work focused on systems assurance, cyber uplift, AI, automation, and data integrity. You will supervise staff and contribute to more complex technical assessments.

You will experience and contribute to unique and diverse work of varying complexity in both large and small agencies. The broad experience, support and development opportunities available in SADA - including technical training, L&D courses and networking opportunities will directly support you to be effective and successful in this role.

Duties

SADA work is varied and unique, duties can include but are not limited to:

- Lead small teams performing IT, cyber and data assurance procedures.
- Review workpapers and provide coaching to junior staff.
- Assess risks across AI-enabled systems, platforms and enterprise applications.
- Prepare clear audit documentation and contribute to management reporting.

Please note:

- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended.
- A merit pool will be created from this activity that may be used to fill similar vacancies for a period of 18 months from the date of advertising.
- All positions are based in Canberra, with flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.

Who we are looking for

We are committed to providing an environment that values diversity and supports employees to reach their full potential. To be successful in this role, you will demonstrate:

- Strong analytical capability, preferably with experience assessing IT or cyber risks.
- Ability to communicate technical issues to non-technical audiences.
- Strong project management and administration skills.
- Capacity to lead, mentor and support audit teams.

- Ability to innovate and adopt emerging audit technologies.

Desirable qualifications

There are no mandatory qualifications for this role, however, the following are highly desirable:

- Relevant tertiary qualifications in IT, cyber, data analytics, accounting, auditing or related fields.
- Demonstrated interest in auditing emerging technologies.
- Qualifications or demonstrated on-the-job experience in a discipline that requires analytical skills.

Eligibility

Citizenship – To be eligible for employment with the ANAO, applicants must be an Australian citizen.

Security Clearance – The Australian community requires the highest level of integrity from ANAO employees. The preferred applicant will be required to obtain and maintain a security clearance at the **Baseline level**. For more information about the AGSVA security clearance process, please refer to the AGSVA website.

Notes

Assessment process / Reasonable adjustment

As part of the assessment process, you may be asked to participate in one or more of the following assessment activities:

- Interview (in-person or virtual)
- Reference Check

If you believe you may require reasonable adjustments to participate in the assessment process, please ensure this is indicated on your application. A member of our recruitment team will contact you to discuss the adjustments prior to the assessment process.

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All applications must remain an accurate and genuine representation of your skills, experience and capability, and you must be able to explain and substantiate your submission if required.

Candidates are expected to read and understand the APSC Principles for candidate use of AI in recruitment, which outline expectations for appropriate use of AI, including maintaining authenticity and avoiding misleading or unfair use. Failure to appropriately disclose AI use, or use of AI in a misleading way, may impact your assessment.

How to apply

Applications must be submitted using the online recruitment system. Applications sent via email cannot be accepted.

Applicants are required to submit a current CV/resume and a statement of claims **(500 words maximum)** outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

In preparing your application, you should consider the ANAO's capability framework and provide relevant examples that demonstrate your skills and experience against these areas and how they align to the role. You can access the ANAO Capability Framework for further guidance on the capabilities and behaviours expected.

Please note: Your email is our primary method of contacting you - please make sure the email address you provide us is correct, current and accessible.

We strongly recommend that you use a personal email address rather than your work email address to ensure you don't miss updates and invitations to participate in the assessment process. Please also regularly check your junk or spam folders.

We look forward to receiving your application and exploring how your skills and experience can contribute to our agency.

Contact

Name: **Alex Mcelwee** (Executive Officer - SADA)

Phone Number: 02 6203 7717

Email Address: SADAPracticeManagement@anao.gov.au

Closing date

Applications close **11:30pm AEDT on Sunday, 15 November 2026.**

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To Apply

Position Contact	Alex Mcelwee, 02 6203 7717
Agency Recruitment Site	https://anaocareers.nga.net.au/cp/

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Prime Minister and Cabinet

Vacancy VN-0773901

Australian National Audit Office

Closing Date:Sunday 15 November 2026

Systems Assurance and Data Analytics

Job Title	EL1 Director - SADA
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	$128,684 - $145,014
Future Merit Locations	Barton
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.
Classification	Executive Level 1
Position Number	046/2026
Agency Website	https://www.anao.gov.au

Job Description

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

Who we are

The Australian National Audit Office (ANAO) purpose is to support accountability and transparency in the Australian Government sector through independent reporting to the Parliament and thereby contribute to improved public sector performance.

At the ANAO, you will make meaningful and valuable contributions to public sector administration through a full range of audit and assurance services.

The ANAO is located in Canberra and has approximately 450 employees. Our people come from a range of disciplines and backgrounds, many with commerce, accounting, finance or economics qualifications, but increasingly this has expanded to include public policy and administration, management, law, social sciences, and information technology.

Systems Assurance and Data Analytics (SADA) Group provides IT audit and data analytics support to the ANAO's assurance, performance and performance statements audit work and other information reports.

The ANAO is a professional organisation of curious and critical thinkers, with strong analytical capabilities, underpinned by the values of integrity, respect and excellence. Our people are technical and analytical experts in their field and are driven to produce high quality outcomes. We have a unique opportunity to make a difference and support accountability and transparency and improved public sector performance.

The opportunity

As an EL1 Director you will manage audit teams delivering a variety of system, AI, cyber and data assurance, shaping audit methodology and contributing to quality assurance.

You will experience, contribute to and lead unique and diverse work of varying complexity in both large and small agencies. The broad experience, support and development opportunities available in SADA - including technical training, L&D courses and networking opportunities will directly support you to be effective and successful in this role.

Duties

SADA work is varied and unique, duties can include but are not limited to:

- Lead and manage audit teams across multiple entities to deliver IT, cyber and data assurance procedures.
- Oversee delivery of systems assurance, cyber and AI-focused audit procedures.
- Drive quality, review work and provide specialist advice.
- Build relationships with senior executives and stakeholders.
- Contribute to strategic planning, capability development and innovation in digital auditing.

Please note:

- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended.
- A merit pool will be created from this activity that may be used to fill similar vacancies for a period of 18 months from the date of advertising.
- All positions are based in Canberra, with flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.

Who we are looking for

We are committed to providing an environment that values diversity and supports employees to reach their full potential.

To be successful in this role, you will demonstrate:

- Experience in IT, cyber, financial, data, and/or technology auditing with senior executive
- Strong leadership, negotiation, project management and communication skills.
- Ability to influence and provide authoritative technical advice.
- Capability to evaluate risks across emerging technologies.

Desirable qualifications

There are no mandatory qualifications for this role, however, the following are highly desirable:

- Relevant tertiary qualifications in IT, cyber, data analytics, accounting, auditing or related fields.
- Demonstrated interest in auditing emerging technologies.
- Qualifications or demonstrated on-the-job experience in a discipline that requires analytical skills

Eligibility

Citizenship – To be eligible for employment with the ANAO, applicants must be an Australian citizen.

Security Clearance – The Australian community requires the highest level of integrity from ANAO employees. The preferred applicant will be required to obtain and maintain a security clearance at the **Baseline Level.** For more information about the AGSVA security clearance process, please refer to the AGSVA website.

Notes

Assessment process / Reasonable adjustment

As part of the assessment process, you may be asked to participate in one or more of the following assessment activities:

- Interview (in-person or virtual)
- Reference Check

If you believe you may require reasonable adjustments to participate in the assessment process, please ensure this is indicated on your application. A member of our recruitment team will contact you to discuss the adjustments prior to the assessment process.

Use of Artificial Intelligence (AI) in recruitment

The ANAO supports candidates using artificial intelligence (AI) tools and technologies to assist in the preparation of their application. To support a fair, transparent and merit-based assessment process, candidates are required to disclose any use of AI in preparing their application. This includes (but is not limited to) AI-based writing assistants, resume builders, or other generative AI tools.

All applications must remain an accurate and genuine representation of your skills, experience and capability, and you must be able to explain and substantiate your submission if required.

Candidates are expected to read and understand the APSC Principles for candidate use of AI in recruitment, which outline expectations for appropriate use of AI, including maintaining authenticity and avoiding misleading or unfair use. Failure to appropriately disclose AI use, or use of AI in a misleading way, may impact your assessment.

How to apply

Applications must be submitted using the online recruitment system. Applications sent via email cannot be accepted.

Applicants are required to submit a current CV/resume and a statement of claims (500 words maximum) outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

In preparing your application, you should consider the ANAO's capability framework and provide relevant examples that demonstrate your skills and experience against these areas and how they align to the role. You can access the ANAO Capability Framework for further guidance on the capabilities and behaviours expected.

Please note: Your email is our primary method of contacting you - please make sure the email address you provide us is correct, current and accessible.

We strongly recommend that you use a personal email address rather than your work email address to ensure you don't miss updates and invitations to participate in the assessment process. Please also regularly check your junk or spam folders.

We look forward to receiving your application and exploring how your skills and experience can contribute to our agency.

Contact

Name: **Alex Mcelwee** (Executive Officer – SADA)

Phone Number: 02 6203 7717

Email Address: SADAPracticeManagement@anao.gov.au

Closing date

Applications close **11:30pm AEDT on Sunday, 15 November 2026.**

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

About the Australian National Audit Office

The Australian National Audit Office (ANAO) is a specialist public sector entity that provides a full range of audit services to the Australian Parliament, the Australian Government and public sector entities. The 'Auditor-General Act 1997' provides the legislative framework for the role of the Auditor-General and the ANAO. The purpose of the ANAO is to drive accountability and transparency in the Australian Government sector through quality evidence based audit services and independent reporting to Parliament, the Executive and the public, with the result of improving public sector performance. The Executive is accountable to Parliament for its use of public resources and the administration of legislation passed by the Parliament. The Auditor-General scrutinises and provides independent assurance as to whether the Executive is operating and accounting for its performance in accordance with Parliament’s purpose.

To Apply

Position Contact	Alex Mcelwee, 02 6203 7717
Agency Recruitment Site	https://anaocareers.nga.net.au/cp/

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

Prime Minister and Cabinet

Vacancy VN-0773905

Australian National Audit Office

Closing Date:Sunday 15 November 2026

Systems Assurance and Data Analytics

Job Title	EL2 Senior Director - SADA
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Barton ACT
Salary	$147,773 - $184,425
Future Merit Locations	Barton
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.
Classification	Executive Level 2
Position Number	047/2026
Agency Website	https://www.anao.gov.au

Job Description

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

Who we are

The Australian National Audit Office (ANAO) purpose is to support accountability and transparency in the Australian Government sector through independent reporting to the Parliament and thereby contribute to improved public sector performance.

At the ANAO, you will make meaningful and valuable contributions to public sector administration through a full range of audit and assurance services.

The ANAO is located in Canberra and has approximately 450 employees. Our people come from a range of disciplines and backgrounds, many with commerce, accounting, finance or economics qualifications, but increasingly this has expanded to include public policy and administration, management, law, social sciences, and information technology.

Systems Assurance and Data Analytics (SADA) Group provides IT audit and data analytics support to the ANAO's assurance, performance and performance statements audit work and other information reports.

The ANAO is a professional organisation of curious and critical thinkers, with strong analytical capabilities, underpinned by the values of integrity, respect and excellence. Our people are technical and analytical experts in their field and are driven to produce high quality outcomes. We have a unique opportunity to make a difference and support accountability and transparency and improved public sector performance.

The opportunity

As an EL2 Senior Director, you will provide leadership, oversight and strategic direction for SADA’s system assurance, AI, cyber and data audits. You will drive capability development and manage high-risk, high-impact engagements.

You will experience, lead and shape unique and diverse work of varying complexity in both large and small agencies. The broad experience, support and development opportunities available in SADA - including technical training, L&D courses and networking opportunities will directly support you to be effective and successful in this role.

Duties

SADA work is varied and unique, duties can include but are not limited to:

- Lead audit teams across multiple entities delivering complex systems, cyber, AI and data assurance audits.
- Provide advice on emerging technology risks.
- Oversee capability and quality uplift across digital auditing disciplines.
- Manage senior stakeholder relationships and governance responsibilities.
- Drive innovation, resource planning and quality outcomes.

Please note:

- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended.
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- All positions are based in Canberra, with flexible working arrangements where the employee works partly in the office and partly from home, as agreed with the manager.

Who we are looking for

We are committed to providing an environment that values diversity and supports employees to reach their full potential.

To be successful in this role, you will demonstrate:

- Demonstrated senior leadership in auditing or data analytics, preferably system, cyber or data assurance.
- Ability to influence organisational direction on emerging risks.
- Strong strategic thinking, communication and stakeholder engagement skills.

Desirable qualifications

There are no mandatory qualifications for this role, however, the following are highly desirable:

- Relevant tertiary qualifications in IT, cyber, data analytics, accounting, auditing or related fields.
- Demonstrated interest in auditing emerging technologies.
- Qualifications or demonstrated on-the-job experience in a discipline that requires analytical skills.

Eligibility

Citizenship – To be eligible for employment with the ANAO, applicants must be an Australian citizen.

Security Clearance – The Australian community requires the highest level of integrity from ANAO employees. The preferred applicant will be required to obtain and maintain a security clearance at the Baseline Level. For more information about the AGSVA security clearance process, please refer to the AGSVA website.

Notes

Assessment process / Reasonable adjustment

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How to apply

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Contact

Name: **Alex Mcelwee** (Executive Officer – SADA)

Phone Number: 02 6203 7717

Email Address: SADAPracticeManagement@anao.gov.au

Closing date

Applications close **11:30pm AEDT on Sunday, 15 November 2026.**

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

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To Apply

Position Contact	Alex Mcelwee, 02 6203 7717
Agency Recruitment Site	https://anaocareers.nga.net.au/cp/

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Prime Minister and Cabinet

Vacancy VN-0773452

National Indigenous Australians Agency

Closing Date:Sunday 08 November 2026

Integrity
Legal Services Various

Job Title	Lawyer, Legal Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$91,909 - $114,239
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement
Classification	APS Level 5;APS Level 6
Position Number	NIAA/2026/051
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=3C4AD6C5-42A9-7346-C4CC-ED62B1211125

This is an important time to be working at the National Indigenous Australians Agency (NIAA) and contributing to ensure Aboriginal and Torres Strait Islander peoples are heard, recognised and empowered.

The Legal Services Branch provides the full suite of inhouse government legal services to the NIAA. Our services include provision of legal advice on a range of corporate law, commercial law and public law matters, development of legislation, management of Commonwealth dispute resolution and litigation and procurement of specialist external legal advice when necessary.

Working under the direction of the NIAA General Counsel and Principal Lawyers, the successful candidate will be responsible for work including legal advice, drafting and other strategic support associated with:

- the design, development and implementation of effective legislation, policies and programs in support of the NIAA's objectives
- grant and procurement contracts, property and other commercial law matters
- freedom information, privacy, finance law, employment law and other corporate law matters
- Commonwealth dispute resolution and litigation.

Duties

As an APS5/6 Lawyer, at the time of application, you must be able to demonstrate:

- commitment to the NIAA Vision - Aboriginal and Torres Strait Islander peoples are heard, recognised and empowered
- excellent communication and collaboration skills
- success in building and maintaining professional relationships, and consulting with internal and external stakeholders
- strong technical legal and analytical skills
- ability to undertake legal research and provide accurate, clear and concise advice with a solution focused approach
- ability to promote the legal practice and maintain professional obligations and skills
- ability to respond quickly and flexibly while managing competing priorities
- ability to work under the general direction of senior staff while exercising a degree of independent judgement.

Qualifications:

Legal qualifications, admission to practice and eligibility to hold a government restricted Australian legal practising certificate.

APS5 - Lawyer, a minimum of 3 to 6 months of post-admission experience is preferred.

APS6 - Lawyer, a minimum of 1 to 3 years of post-admission experience is preferred.

Eligibility

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

Notes

Ongoing & Non-ongoing (for an initial period until 30 June 2027 with the possibility of an extension).

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

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

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

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

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

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

About the National Indigenous Australians Agency

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

To Apply

Position Contact	Ian Bartholomew (NIAA General Counsel), 0438 513 944
Agency Recruitment Site	https://niaa.nga.net.au/?jati=3C4AD6C5-42A9-7346-C4CC-ED62B12111

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Prime Minister and Cabinet

Vacancy VN-0773455

National Indigenous Australians Agency

Closing Date:Sunday 08 November 2026

Integrity
Legal Services Various

Job Title	Senior Lawyer, Legal Services
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$130,638 - $148,889
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement
Classification	Executive Level 1
Position Number	NIAA/2026/053
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=E7F59DD5-2320-D89D-DEA5-ED62B179853B

This is an important time to be working at the National Indigenous Australians Agency (NIAA) and contributing to ensure Aboriginal and Torres Strait Islander peoples are heard, recognised and empowered.

The Legal Services Branch provides the full suite of inhouse government legal services to the NIAA. Our services include provision of legal advice on a range of corporate law, commercial law and public law matters, development of legislation, management of Commonwealth dispute resolution and litigation and procurement of specialist external legal advice when necessary.

Working under the direction of the NIAA General Counsel and Principal Lawyers, the successful candidate will be responsible for leading work including legal advice, drafting and other strategic support associated with:

- the design, development and implementation of effective legislation, policies and programs in support of the NIAA's objectives
- grant and procurement contracts, property and other commercial law matters
- freedom information, privacy, finance law, employment law and other corporate law matters
- Commonwealth dispute resolution and litigation.

Duties

As an EL1 Senior Lawyer, at the time of application, you must be able to demonstrate:

- commitment to the NIAA vision of ensuring Aboriginal and Torres Strait Islander peoples are heard, recognised and empowered
- excellent communication, collaboration and stakeholder engagement skills
- proven ability to build strong professional relationships and consult effectively
- strong legal, technical, analytical and research skills
- consistent ability to provide accurate, clear and solution-focused legal advice
- consistent ability to promote effective legal practice, manage projects and maintain professional standards
- proven responsiveness and adaptability, with the ability to manage competing priorities
- sound independent judgement while working under general direction
- consistent ability to provide leadership, supervision and development for less experienced staff.

Qualifications:

Legal qualifications, admission to practice and eligibility to hold a government restricted Australian legal practising certificate.

A minimum of 3 to 5 years of post-admission experience is strongly preferred.

Eligibility

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

Notes

Ongoing & Non-ongoing (for an initial period until 30 June 2027 with the possibility of an extension).

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

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

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

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

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

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

About the National Indigenous Australians Agency

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

To Apply

Position Contact	Ian Bartholomew (NIAA General Counsel), 0438 513 944
Agency Recruitment Site	https://niaa.nga.net.au/?jati=E7F59DD5-2320-D89D-DEA5-ED62B17985

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Prime Minister and Cabinet

Vacancy VN-0773879

National Indigenous Australians Agency

Closing Date:Sunday 08 November 2026

Grants and Finance
Finance Financial Statements and Special Accounts

Job Title	Director, Financial Statements and Special Accounts
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT
Salary	$152,052 - $180,967
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement.
Classification	Executive Level 2
Position Number	NIAA/2026/059
Agency Website	https://www.niaa.gov.au/

Job Description

https://niaa.nga.net.au/?jati=34EBE3A5-3092-F0BE-3E10-ED65F2E9347F

The Director, Financial Statements and Special Accounts role is responsible for providing accountability and specialist oversight for NIAA's annual financial statements and compliance with financial reporting and governance obligations. It ensures the Agency maintains the technical expertise, professional judgement and assurance necessary to protect the integrity of its financial reporting and manage financial and governance risks.

We are looking for an experienced finance professional to join our Financial Statements and Special Accounts team to lead the delivery of the administered financial statements for the NIAA.

As Director, Financial Statements and Special Accounts you will:

- lead the preparation and delivery of the Agency’s annual financial statements and audit process
- oversee asset management, taxation, treasury, investments and banking functions
- provide strategic financial and technical advice to the NIAA Executive
- ensure compliance with the PGPA Act, Commonwealth Resource Management Framework and relevant financial standards
- build strong relationships with key stakeholders, including the Australian National Audit Office, Audit and Risk Committee and Department of Finance
- identify emerging financial risks, trends and opportunities and drive improvements to frameworks, systems and processes
- lead and leverage the expertise of your team to deliver high-quality financial management outcomes.

Duties

Our ideal candidate is a motivated finance professional who enjoys working through complex accounting issues, can see both the detail and the bigger picture and is comfortable taking ownership of deliverables.

As a leader, you will:

- inspire high-performing teams to deliver quality outcomes
- champion innovation, improvement and positive change
- build strong and influential stakeholder partnerships
- provide strategic oversight of business, budget and risk priorities
- navigate emerging risks and make sound, high-impact decisions.

Qualifications and experience:

- Relevant tertiary qualifications in Accounting, Finance, Commerce or a related discipline.
- Membership of a recognised professional accounting body such as CPA Australia, Chartered Accountants Australia and New Zealand, or equivalent.
- Experience in financial accounting is required.

Eligibility

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

Notes

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

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

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To Apply

Position Contact	Maria Babler/Sam White, 02 6152 3185/02 6152 3452
Agency Recruitment Site	https://niaa.nga.net.au/?jati=34EBE3A5-3092-F0BE-3E10-ED65F2E9347

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Services Australia (part of the Social Services Portfolio)

Vacancy VN-0773762

Australian Institute of Family Studies

Closing Date:Thursday 19 November 2026

Executive Support

Job Title	Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Southbank VIC
Salary	$88,834 - $96,829
Future Merit Locations	Southbank
Office Arrangement	Hybrid
Office Arrangement Details	The successful candidate will be based at our Melbourne office. Any merit pool created will only be used to fill vacancies in Melbourne, VIC.
Classification	APS Level 5
Position Number	26-15
Agency Website	https://aifs.gov.au/

Job Description

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

Are you a highly organised and proactive individual who thrives in a fast-paced executive environment? The Australian Institute of Family Studies is seeking an experienced Executive Assistant to provide trusted, high-quality support to senior leaders, coordinate competing priorities and help keep critical business and governance processes running smoothly.

The successful candidate will be an excellent team player who can bring your skills and experience to work in an agile, supportive and dynamic team environment. You will need to think logically, be flexible, maintain confidences, and demonstrate a high level of initiative. This is an opportunity to use your judgement, discretion and stakeholder skills in a collaborative, purpose-driven organisation whose work makes a meaningful difference to Australian families.

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 Executive Support team provide a range of professional executive support services to the Institute’s Executives, including the Director, Chief Operating Officer, Group Heads and other senior staff as required, to facilitate the delivery of business operations and to support the achievement of organisational objectives.

Position Requirements

• Demonstrated experience providing executive and administrative support in a busy office environment, including managing diaries, emails, meetings, travel, records, approvals and follow-up actions with accuracy, discretion and attention to detail.

• Strong organisational and coordination skills, with the ability to manage competing priorities, monitor workflows, meet deadlines and use initiative to support the effective operation of SES Group Heads’ offices.

• Sound judgement and problem-solving skills, including the ability to anticipate routine issues, identify matters requiring escalation and support timely responses to priorities, correspondence, approvals and meeting outcomes.

• Well-developed written communication skills, with the ability to draft, proofread and quality check clear and accurate correspondence, meeting papers, minutes, briefs, reports, agendas and other documents for senior stakeholders.

• Strong verbal communication and stakeholder engagement skills, including the ability to liaise professionally with internal and external stakeholders, respond to enquiries, coordinate information and represent the Group Heads' offices in a professional and service-focused manner.

• Ability to manage sensitive and confidential information appropriately, including exercising discretion, maintaining accurate records and working in line with relevant legislation, policies, delegations, procedures and APS requirements.

• Knowledge of, or ability to quickly develop knowledge of, Australian Government and APS processes, including ministerial, parliamentary, Senate Estimates, correspondence, governance, procurement and recordkeeping requirements.

• Demonstrated ability to support meetings, committees and executive governance processes, including scheduling, preparing agendas and papers, taking minutes or action notes, tracking decisions and coordinating follow-up actions.

• Ability to support business improvement and consistent executive support practices, including contributing to administrative systems, templates, procedures and ways of working that improve accuracy, responsiveness, information flow and service quality.

• Commitment to the APS and AIFS Values, inclusion and ethical public administration, with the ability to work collaboratively, model professionalism and contribute to a respectful, inclusive and high-performing Executive Support function.

Duties

• Manage the Group Heads' administration requirements efficiently and discreetly including diary, call and email management, and coordination of approval processes using initiative and discretion to prioritise and action under limited guidance.

• Liaise with executive support staff in other agencies and other external stakeholders to actively anticipate, organise, and schedule meetings to support the Institute's relationships and strategic direction.

• Maintain accurate official records in line with AIFS' procedures and file structures.

• Arrange travel, accommodation and prepare associated arrangements and documents, including travel requisitions, travel allowance calculations, itineraries and credit card expenditure reconciliations.

• Ensure AIFS' procurement and governance processes are followed, including corporate credit card reconciliations and payment of accounts for Executive.

• Provide high level administrative support to the Executive and Senior Leadership, including managing stakeholder requirements and expectations, room bookings and other support needed for meetings, including scribing as required.

• Provide a secretariat function for internal committees and external meetings when required.

• Support the coordination of AIFS' external committees by scheduling submissions and meetings, providing secretariat services and liaising with members.

• Coordinate with other AIFS' teams and senior executives to prepare for and respond to government processes such as Senate Estimates, Questions on Notice, and Ministerial Submissions.

• Collaborate with other executive support staff to coordinate correspondence and other arrangements across the executive team.

• Develop appropriate systems, procedures and controls to enhance the accuracy, efficiency and presentation of workflow and tasks within the Executive Support team, with an aim for continuous improvement.

Key Capabilities

· Strategic Leadership

· Policy Governance

· Enabling Excellence and Innovation

· Operational Oversight

· Stakeholder Engagement

· Enabling and Supporting Business Development

· Team Leadership

For a comprehensive overview of the key capabilities, please refer to the Job Description.

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 Executive Assistant role may be offered as a full-time, ongoing or non-ongoing position at the APS 5 level. This will be with an annual salary range of between $88,834 to $96,829 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.

The successful candidate will be based **at our Melbourne office.** Any merit pool created of suitable candidates will only be used to fill vacancies in Melbourne, VIC.

Application information

Please visit: **Current vacancies | Australian Institute of Family Studies** for full application requirements.

Applications for this position close **at 11.30 PM AEDT on 19 November 2026**.

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. Veterans are also encouraged to apply.

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 working 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 92147888
Agency Recruitment Site	https://aifs.gov.au/main/work-with-us

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Social Services

Vacancy VN-0773798

Department of Social Services

Closing Date:Wednesday 11 November 2026

Community Grants Hub
Hub Operations

Job Title	Service Delivery Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Canberra ACT, Adelaide SA, Sydney NSW
Salary	$84,576 - $90,908
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 4
Position Number	EXT-2026-0392
Agency Website	https://www.dss.gov.au/

Job Description

https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

As an APS4 Service Delivery Officer, you will contribute to the effective administration of government grant programs by delivering high-quality operational and administrative support.

Working in a team and within established legislative, policy and regulatory frameworks, you will exercise sound judgement, manage competing priorities and contribute to the achievement of business outcomes.

You will work collaboratively with colleagues and stakeholders, to resolve routine issues and support continuous improvement initiatives.

Duties

- work as part of a team to meet outcomes
- assist with performing data administration as required for grant applications
- accurately enter data into systems
- assist in the management of team mailboxes including the allocation of work through a request management system
- prioritise tasks and manage competing priorities to deliver outcomes within specified timeframes
- actively manage own workload and seek support and guidance as required
- assist with administrative tasks or simple projects as directed.

Please review the job pack for the 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 advertising agency.

About the Department of Social Services

The Department of Social Services (DSS) develops policies and delivers programs that support the lifetime wellbeing of Australians and their families. Our vision is to achieve the best health, wellbeing and safety of all Australians. Our people are critical in delivering the key priorities of DSS. We are seeking candidates that reflect our cultural values of curious, contestability, courage and collaboration.

To Apply

Position Contact	Sue Smith, 0408 981 547
Agency Recruitment Site	https://www.dss.gov.au/careers/vacancies/Pages/default.aspx

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Treasury

Vacancy VN-0773911

Australian Securities and Investments Commission

Closing Date:Sunday 01 November 2026

Job Title	Senior Application Security Engineer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Sydney NSW, Perth WA, Traralgon VIC
Salary	-
Future Merit Locations	Adelaide, Brisbane, Canberra, Darwin, Hobart, Melbourne, Sydney, Perth, Traralgon
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 2
Position Number	1953144
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226713564&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

ASIC's Cyber Security Group is seeking an experienced Senior Application Security Engineer to join their Application Security Engineering team to provide ongoing application security support and guidance across the organisation.

- **All ASIC office locations considered**
- **Permanent full-time position**
- **Salary from $154,355 to $176,927 (depending on experience) + 15.4 % superannuation**
- **Applications will close at 11:59pm AEDT, Sunday 1 November 2026**

The team

ASIC's Cyber Security Group delivers a broad range of services across the organisation which include security architecture and design, incident response, and cyber assurance. We leverage advanced security technologies with a growing emphasis on automation and analytics to help ASIC become a best in class regulator for Australia's financial markets.

The role

As a Senior Application Security Engineer at ASIC, you will help to lead product and application security initiatives and embedding robust security practices across the software development and deployment lifecycle. Additionally, you will support the cyber assurance and cyber architecture functions and play a key role in delivering the Cyber Uplift Program.

More specifically, you will:

- Partner closely with application development teams to design secure solutions and embed security throughout software development practices and the broader development lifecycle.
- Educate and advise developers on secure coding practices, including the effective use of ASIC's application security testing tools and capabilities.
- Lead threat modelling and application architecture reviews to identify, assess and address security risks and threats throughout the design and development lifecycle.
- Support project delivery by defining and guiding secure architecture practices across applications, code repositories and development environments.
- Manage and coordinate penetration testing activities, including engagement with relevant technical teams and stakeholders.
- Champion DevSecOps and secure software development lifecycle (SDLC) practices across development, engineering and support teams to strengthen security by design.
- Provide` specialist guidance on secure AI design, including AI security risks and controls, responsible AI principles, governance requirements and emerging AI security threats.

Duties

About you

The ideal candidate for the Senior Application Security Engineer role at ASIC will be a seasoned security engineering professional with a strong technical foundation in software development and a collaborative mindset. They will bring a proactive approach to embedding security throughout the software development lifecycle and demonstrate leadership in driving secure engineering practices across the organisation.

In addition, you will have:

- A bachelor's degree in computer science or a related discipline and/or at least five years' software development experience, combined with demonstrated experience in application security engineering or a comparable security focused role.
- Demonstrated knowledge and practical experience in securing CI/CD pipelines, automation processes and APIs.
- Hands-on experience with application security testing methodologies and tools, including SAST, SCA, DAST and IAST.
- Proficiency in at least one relevant programming or scripting language, such as Java, .NET, Python or JavaScript.
- Demonstrated ability to assess, analyse and resolve complex technical and stakeholder related matters, drawing on relevant information sources, data, reporting, systems and databases to inform appropriate outcomes.
- Relevant security certifications such as Certified Secure Software Lifecycle Professional (CSSLP), Certified Information Systems Security Professional (CISSP), or equivalent secure coding or offensive security certifications are highly regarded but not essential.

Click ‘apply' to start your application. Applications will close at 11:59pm AEDT, Sunday 1 November 2026.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to a diverse and inclusive workplace where the very best talent in Australia chooses to

work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander descent are encouraged to apply.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

Click here to view ASIC's salary and benefits guide.

To read more about ASIC, you can visit our website or review our Corporate Plan.

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Simeon Whitelake, +61299112986
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0773913

Australian Securities and Investments Commission

Closing Date:Friday 06 November 2026

Job Title	Project Accountant
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW
Salary	-
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 1
Position Number	1921511
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226713632&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

- **Sydney location**
- **Salary from $132,990 (depending on experience) + 15.4% superannuation**
- **24 month fixed term contract**
- **Applications close at 11:59pm AEDT, Friday 6th November 2026**

The team

The RegistryConnect program is focused on the stabilisation and targeted uplift of Business Registers including designing connections to the ABN and Director ID registers held by the ATO,

and the more than 30 registers held by ASIC. With a multi-million dollar budget the Program will span over 5 years.

The role

As the **Project Accountant** you will provide financial information and advice to project managers and senior leadership including financial reporting and analysis to improve decision making and support budgetary control of all activities undertaken.

You will be required to:

- Build strong relationships with RegistryConnect senior leaders, project managers and ASIC Finance.
- Partner with project managers to monitor CapEx and OpEx performance and improve forecast accuracy.
- Analyse and report on financial performance, budgets, forecasts, forward estimates and key metrics.
- Present financial insights to senior leadership, highlighting variances, budget risks and mitigation strategies.
- Drive continuous improvement in financial processes and service delivery.
- Support Department of Finance and Treasury reporting and consultation requirements.
- Identify and support solutions to financial and reputational risks.
- Support month-end and year-end financial close activities.
- Assist senior leadership with funding bids, financial papers and Board-level reporting.

Duties

About you

- A qualification in Business, Commerce or Finance, and/or CPA or CA accreditation, is desirable.
- Demonstrated management accounting, budgeting and forecasting experience in the public or private sector.
- Extensive project accounting experience, partnering with senior managers to provide timely financial and budget advice.
- Experience delivering insightful financial reporting and analysis using large ERP and reporting systems such as PeopleSoft Financials, Hyperion and Power BI.
- Strong analytical skills, with the ability to simplify complex financial information for business users while maintaining accuracy and attention to detail.
- Ability to provide specialist advice on accounting concepts, policies and procedures.
- Strong stakeholder management skills, with the ability to build productive relationships and networks.
- Excellent written and verbal communication skills, including presenting complex information to senior executives and boards.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEDT, Friday 6th November 2026.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to providing a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander descent are encouraged to apply.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, +61299112838
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnC

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Treasury

Vacancy VN-0773933

Australian Securities and Investments Commission

Closing Date:Sunday 01 November 2026

Job Title	Data Product Owner
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Adelaide SA, Darwin NT, Melbourne VIC, Brisbane QLD, Canberra ACT, Hobart TAS, Perth WA, Traralgon VIC
Salary	-
Future Merit Locations	Perth, Traralgon, Darwin, Adelaide, Hobart, Brisbane, Canberra, Sydney, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 1
Position Number	1954192
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226714052&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

- **Sydney or Melbourne location, other locations considered**
- **Salary between $129,556 - $142,836 (depending on experience) + 15.4% superannuation**
- **18 month Fixed Term Contract**
- **Applications close at 11:59pm AEDT, Sunday 1st November 2026**

The team

The RegistryConnect program is focused on the stabilisation and targeted uplift of business registers including designing connections to the ABN and Director ID registers held by the ATO, and the more than 30 registers held by ASIC.

The role

As a Data Product Owner, you will define the priorities and roadmap for RegistryConnect's data products, translating business needs into secure, trusted and reusable data capabilities.

Responsibilities will include:

- Own and communicate the data product roadmap and backlog, aligned with RegistryConnect priorities, regulatory obligations and enterprise strategy.
- Identify and prioritise user, regulatory and operational data needs, translating them into clear requirements, features and measurable outcomes.
- Partner with data, technology, design and business teams to build, test and deliver data products and services.
- Establish data ownership, stewardship, definitions, lineage, quality rules and controls in line with governance, privacy, security and records requirements.
- Prioritise and resolve data quality, reconciliation and integrity issues based on risk, regulatory and customer impact.
- Drive data decisions, business rules and cross-team dependencies, escalating risks and decisions where required.
- Define and monitor measures for data quality, availability, adoption and user value to support continuous improvement.
- Ensure data products comply with legislation, policy, accessibility and One ASIC design and technology principles, and ASIC data governance framework.

- Manage risks, dependencies and trade-offs across systems, integrations, data platforms and downstream users.
- Coordinate business acceptance, data validation, production readiness and supporting documentation.

Duties

About you

You will have Experience as a Product Owner, Data Product Owner, Senior Business Analyst or similar role delivering data, analytics or digital products.

- Relevant degree in data, information systems, technology, business or a related discipline, and/or equivalent experience.
- Experience defining product roadmaps and backlogs, translating business and user needs into clear requirements and outcomes.
- Strong data literacy, including data models, flows, lineage, metadata and data quality. Experience interrogating and analysing data (for example using SQL)
- Experience in data governance, including ownership, stewardship, privacy, security and data quality controls.
- Experience working with multidisciplinary teams in Agile or hybrid delivery environments; ability to bring order to ambiguity.
- Strong analytical and problem-solving skills, with the ability to assess risk, prioritise value and resolve complex data issues.
- Experience defining acceptance criteria and coordinating data validation, reconciliation, testing and production verification.
- Strong stakeholder engagement, influencing and communication skills across business, regulatory and technical audiences.
- Knowledge of ASIC's regulatory and registry environment is advantageous, as is experience in government, financial services or other regulated environments.

View the position description for more information or click ‘apply' to start your application. Applications close at 11:59pm AEDT, Sunday 1st November 2026.

About ASIC

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We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility
Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Sarah Gawman, +61299112838
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jn(

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Treasury

Vacancy VN-0773813

Australian Taxation Office

Closing Date:Wednesday 11 November 2026

Frontline Operations Group
Frontline Resource Management

Job Title	Deputy Commissioner, Frontline Resource Management
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Box Hill VIC, Brisbane QLD, Burnie TAS, Canberra ACT, Dandenong VIC, Geelong VIC, Gosford NSW, Hobart TAS, Melbourne VIC, Moonee Ponds VIC, Newcastle NSW, Parramatta NSW, Penrith NSW, Perth WA, Sydney NSW, Townsville QLD, Upper Mount Gravatt QLD, Wollongong NSW
Salary	-
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	Senior Executive Service Band 2
Position Number	EXT_SES_858_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/cp/index.cfm?audienceTypeCode=ext

Duties

We are seeking an experienced, influential senior leader to join the Frontline Operations Group Executive as **Deputy Commissioner, Frontline Resource Management**.

As part of the senior executive team, you will work together as one Frontline Operations to strengthen the integrity of the tax and super systems while providing efficient and effective taxpayer service.

As Deputy Commissioner, Frontline Resource Management, you'll help shape the future of Frontline Operations and the capability that underpins its success. You will lead the workforce, investment and performance strategies that enable trusted services, strengthen compliance outcomes and maintain confidence in Australia's tax, superannuation and registry systems.

Frontline Operations is operating in a rapidly evolving service delivery and compliance environment, shaped by changing taxpayer expectations, emerging technologies and increasing complexity. You will play a pivotal role in preparing our people, services and compliance approaches for the future, leading strategic improvements across workforce capability, digitally

enabled service delivery, governance, resource investment and organisational performance. Through your leadership, Frontline Operations will remain agile, resilient and equipped to deliver the outcomes envisioned in the ATO Strategy.

Success in this role requires exceptional strategic judgement, enterprise leadership and the ability to lead through complexity and change. You will translate enterprise priorities into practical delivery, build capability at scale and foster trusted partnerships across the ATO, broader APS and external stakeholders. Leading large and diverse teams, you will create the conditions for innovation, high performance and continuous improvement, positioning Frontline Operations to respond confidently to future challenges while delivering lasting value for the Australian community.

All of our senior leaders are expected to:

- develop a clear vision for the future that links to ATO and government priorities
- 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
- work collaboratively and influence across boundaries to achieve outcomes, progressing issues that cut across APS agencies, sectors and communities
- persuade others towards an outcome, maintaining the confidence of government and stakeholders
- be self-aware and courageous, empowering individuals and teams to deliver their best
- build trust and confidence in the ATO and the tax and superannuation systems.

To be considered you must also have:

- A strong record of leading integrated workforce, capability, workload, resource and investment planning in a large and complex organisation. You will bring sound judgement and the ability to balance operational priorities, affordability and risk while strengthening organisational capacity and resilience.
- Proven ability to lead complex transformation and translate strategic priorities into tangible workforce, operating model, capability and investment outcomes. You will think across organisational boundaries, connect interdependent systems and turn strategic intent into practical, sustainable delivery.
- A demonstrated ability to build trusted relationships and influence senior stakeholders across organisational and government boundaries. You will use data, insights and evidence to frame choices, navigate competing priorities and support timely executive decisions that deliver shared outcomes

Eligibility
Notes

People with disability and Aboriginal and Torres Strait Islander peoples are encouraged to apply.

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

About the Australian Taxation Office

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To Apply

Position Contact	First Grade Recruitment, 0426 477 670
Agency Recruitment Site	https://ato.nga.net.au/cp/index.cfm?audienceTypeCode=ext

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Treasury

Vacancy VN-0773818

Australian Taxation Office

Closing Date:Monday 09 November 2026

Enterprise Strategy & Corporate Operations
Fraud Prevention and Internal Investigations

Job Title	Fraud and Corruption Prevention Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Brisbane QLD, Canberra ACT, Dandenong VIC, Melbourne VIC, Sydney NSW, Upper Mount Gravatt QLD
Salary	$101,142 - $116,131
Future Merit Locations	Box Hill, Moonee Ponds, Parramatta, Penrith, Adelaide, Albury, Brisbane, Canberra, Dandenong, Melbourne, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 6
Position Number	EXT_ESCO_854_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=DA931E5C-9B52-765B-7BD4-ED65B617371B

Duties

Help shape and protect a culture of integrity, accountability and trust. We are seeking motivated, capable and values-driven individuals to join Fraud Prevention and Internal Investigations.

As a Fraud and Corruption Prevention Officer, you will support the ATO's response to fraud, corruption, insider threat, integrity and personnel security risks through the delivery of operational and strategic fraud and corruption control activities. You'll provide specialist advice, guidance and recommendations across a range of complex and sensitive integrity matters, helping to ensure the ATO effectively prevents, detects and responds to fraud, corruption and security risks.

Working under limited direction, you will undertake complex analysis, assess intelligence and evidence material, identify emerging risks and trends, and provide timely, evidence-based advice and recommendations to support informed decision-making. You'll manage complex and sensitive matters and contribute to the delivery of fraud and corruption prevention initiatives that support the ATO's obligations under the Commonwealth Fraud and Corruption Control Framework, Protective Security Policy Framework, and associated legislation including the National Anti-Corruption Commission Act and Public Interest Disclosure Act.

Working collaboratively across the ATO and with internal and external business partners, you will contribute to the development and implementation of prevention, education and awareness activities, risk management approaches and operational responses to integrity threats. You'll support the assessment and management of monitoring and detection activities, integrity incidents, personnel security concerns, employment suitability matters and other insider threat risks, ensuring appropriate governance and risk mitigation measures are applied.

As a senior member of the team, you will demonstrate leadership through the delivery of complex work, the provision of specialist advice and the support and development of colleagues. You'll build productive stakeholder relationships, influence integrity outcomes, contribute to continuous improvement initiatives and support a culture of integrity, accountability and ethical behaviour across the organisation.

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.

Our ideal candidate:

- has experience in one or more of the following disciplines: fraud and corruption control, integrity, personnel security, insider threat, intelligence, investigations, monitoring and detection, risk management, governance, compliance or related advisory functions
- understands the Commonwealth Fraud and Corruption Control Framework, Protective Security Policy Framework and associated legislation, and applies this knowledge to provide sound, risk-based advice and support informed decision-making
- contributes to the development, implementation and continuous improvement of fraud, corruption, integrity and personnel security policies, processes, controls and prevention activities that strengthen organisational resilience and governance
- analyses intelligence, information and risk indicators to identify emerging threats, assess vulnerabilities and deliver evidence-based advice and recommendations that strengthen fraud, corruption, personnel security and insider threat prevention, detection and response capabilities
- builds and maintains productive relationships with a range of business partners, providing trusted advice, preparing high-quality briefs and influencing positive integrity outcomes
- demonstrates sound judgement, initiative and leadership through the delivery of complex work, effectively managing competing priorities and sensitive matters, mentoring and developing colleagues, sharing expertise and contributing to a positive, high-performing team culture.

Certificate IV in Government (Investigations) or qualifications in a related field will be highly regarded but not essential.

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 advertising agency.

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To Apply

Position Contact	Ross Edwards, (07) 3213 8337
Agency Recruitment Site	https://ato.nga.net.au/?jati=DA931E5C-9B52-765B-7BD4-ED65B617371I

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Treasury

Vacancy VN-0773820

Australian Taxation Office

Closing Date:Monday 09 November 2026

Enterprise Strategy & Corporate Operations
Fraud Prevention and Internal Investigations

Job Title	Fraud and Corruption Prevention Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Albury NSW, Brisbane QLD, Canberra ACT, Dandenong VIC, Melbourne VIC, Sydney NSW, Upper Mount Gravatt QLD
Salary	$93,676 - $99,307
Future Merit Locations	Box Hill, Moonee Ponds, Parramatta, Adelaide, Albury, Brisbane, Canberra, Dandenong, Melbourne, Sydney, Upper Mount Gravatt, Penrith
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 5
Position Number	EXT_ESCO_855_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=CF286F79-DAB4-D687-0B5A-ED65B622E1EE

Duties

Help shape and protect a culture of integrity, accountability and trust. We are seeking motivated, capable and values-driven individuals to join Fraud Prevention and Internal Investigations.

As a Fraud and Corruption Prevention Officer, you will support the ATO's response to fraud, corruption, insider threat, integrity and personnel security risks through the delivery of fraud and corruption control activities. You'll contribute to the prevention, detection and response to fraud, corruption and security risks by providing advice, analysis and operational support across a range of integrity-related matters.

Working under direction, you will undertake research and analysis, assess information and intelligence, identify risks and trends, and contribute to evidence-based advice and recommendations to support informed decision-making. You'll assist in the management of sensitive matters and support the delivery of fraud and corruption prevention activities that help protect the integrity of the ATO and strengthen organisational resilience.

Working collaboratively across the ATO and with internal and external business partners, you will contribute to the delivery of prevention, education and awareness activities, risk management

approaches and operational responses to integrity threats. You may assist in the assessment and management of monitoring and detection activities, integrity incidents, preliminary enquiries, personnel security concerns, employment suitability matters and other insider threat risks, ensuring established policies, procedures and governance requirements are applied.

You will build productive working relationships, contribute to continuous improvement initiatives and support a culture of integrity, accountability and ethical behaviour across the organisation. You will have opportunities to develop your expertise across a range of disciplines including fraud and corruption control, integrity, personnel security, intelligence, investigations, monitoring and detection, and risk management.

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.

Our ideal candidate:

- has experience or transferable skills relevant to one or more of the following disciplines: fraud and corruption control, integrity, personnel security, insider threat, intelligence, investigations, monitoring and detection, risk management, governance, compliance or related advisory functions
- demonstrates an understanding of fraud and corruption prevention, integrity or personnel security principles and can apply this knowledge to provide sound advice and support informed decision-making and risk management outcomes
- contributes to the implementation and continuous improvement of fraud, corruption, integrity and personnel security policies, processes, controls and prevention activities
- analyses information, intelligence and risk indicators to identify issues, emerging risks and potential vulnerabilities, and contributes to evidence-based advice and recommendations
- builds and maintains productive working relationships with a range of stakeholders, providing timely advice and support and preparing clear, accurate and timely written products
- demonstrates sound judgement, initiative and a willingness to learn, contributing positively to team outcomes and a culture of integrity, collaboration and continuous improvement, while effectively managing competing priorities and sensitive information.

Certificate IV in Government (Investigations) or qualifications in a related field will be highly regarded but not essential.

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 advertising agency.

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To Apply

Position Contact	Ross Edwards, (07) 3213 8337
Agency Recruitment Site	https://ato.nga.net.au/?jati=CF286F79-DAB4-D687-0B5A-ED65B622E1E

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Treasury

Vacancy VN-0773907

Australian Taxation Office

Closing Date:Thursday 12 November 2026

Compliance and Engagement Group
Fraud and Criminal Behaviours

Job Title	Prosecutions Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	$84,028 - $91,199
Future Merit Locations	Adelaide, Box Hill, Brisbane, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 4
Position Number	EXT_CEG_862_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=55B4E8A4-9DE3-384A-D753-ED65F673035F

Duties

We are seeking highly motivated Prosecutors to join our Fraud and Criminal Behaviours (FCB) business area to appear in court on behalf of the Commissioner.

In FCB, we drive holistic solutions to counter deliberate, systemic or complex behavioural issues that pose the biggest threats to the integrity of the tax and super systems.

Our Prosecutions area plays a vital role in achieving a fair and equitable taxation system, providing security, redress and certainty for taxpayers through the fair, consistent and just application of the rule of law.

We prosecute offences including:

- failure to comply with requirements under taxation law, including failing to lodge income tax and GST returns
- failure to answer questions when attending before the Commissioner
- recklessly making false or misleading statements
- incorrectly keeping records with intention of deceiving or misleading.

As a Prosecutions Officer, you will carry a prosecution case load and progress cases within established case cycle times.

You will play a fundamental role in helping us to meet our commitments to government and maintain community confidence in the integrity of the tax system.

These roles may require travel and a current Australian driver’s licence is essential.

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 selection process.

Our ideal candidate:

- has the experience or ability to rapidly acquire the experience to appear on behalf of the Commissioner in prosecuting summary breaches of taxation laws
- understands and can apply Commonwealth Prosecution policies and procedures
- sources and captures information and applies analytical techniques to profile clients, prepare submissions and undertake case management.

Tertiary qualifications in law or relevant work experience in a legal environment is highly desirable.

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 advertising agency.

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To Apply

Position Contact	CEG Recruitment, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=55B4E8A4-9DE3-384A-D753-ED65F673035F

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Treasury

Vacancy VN-0773908

Australian Taxation Office

Closing Date:Thursday 12 November 2026

Compliance and Engagement Group
Fraud and Criminal Behaviours

Job Title	Prosecutions Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	$93,676 - $99,307
Future Merit Locations	Adelaide, Box Hill, Brisbane, Dandenong, Melbourne, Moonee Ponds, Parramatta, Penrith, Perth, Sydney, Upper Mount Gravatt
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available in the ATO, including working between the office and home, and is considered on a case-by-case basis.
Classification	APS Level 5
Position Number	EXT_CEG_863_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=821B7E26-D54E-1351-5EB3-ED65F787B96F

Duties

We are seeking highly motivated Prosecutors to join our Fraud and Criminal Behaviours (FCB) business area to appear in court on behalf of the Commissioner.

In FCB, we drive holistic solutions to counter deliberate, systemic or complex behavioural issues that pose the biggest threats to the integrity of the tax and super systems.

Our Prosecutions area plays a vital role in achieving a fair and equitable taxation system, providing security, redress and certainty for taxpayers through the fair, consistent and just application of the rule of law.

We prosecute offences including:

- failure to comply with requirements under taxation law, including failing to lodge income tax and GST returns
- failure to answer questions when attending before the Commissioner
- recklessly making false or misleading statements
- incorrectly keeping records with intention of deceiving or misleading.

As a Prosecutions Officer, you will undertake moderately complex prosecution cases and progress them within established case cycle times.

You will play a fundamental role in helping us to meet our commitments to government and maintain community confidence in the integrity of the tax system.

You may be expected to be capable of reviewing the quality of work undertaken by others within a work group.

These roles may require travel and a current Australian driver’s licence is essential.

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 selection process.

Our ideal candidate:

- has experience as an advocate or lawyer who can appear on behalf of the Commissioner in prosecuting summary breaches of taxation laws (including complex and more serious matters)
- understands and applies Commonwealth Prosecution policies and procedures

- sources and captures critical information, and applies analytical techniques to profile clients, prepare submissions and undertake case management
- liaises, negotiates and develops working relationships.

Tertiary qualifications in law or relevant work experience in a legal environment is highly desirable.

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 advertising agency.

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To Apply

Position Contact	CEG Recruitment, N/A
Agency Recruitment Site	https://ato.nga.net.au/?jati=821B7E26-D54E-1351-5EB3-ED65F787B96F

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Treasury

Vacancy VN-0773929

Australian Taxation Office

Closing Date:Wednesday 11 November 2026

Tax Practitioners Board
Tax Practitioner Board

Job Title	TPB Communications Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Box Hill VIC, Brisbane QLD, Canberra ACT, Melbourne VIC, Moonee Ponds VIC, Parramatta NSW, Sydney NSW
Salary	$129,551 - $141,239
Future Merit Locations	Adelaide, Box Hill, Brisbane, Canberra, Melbourne, Moonee Ponds, Parramatta, 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_ESCO_861_2026
Agency Website	http://www.ato.gov.au/careers

Job Description

https://ato.nga.net.au/?jati=71DB7DEB-E3C5-C9DC-FBEC-ED662FAF0B84

Duties

We are seeking an EL1 Communications Manager to join our Corporate Services team.

As a Communications Manager, you will lead the TPB's communications function, providing strategic communications advice and support to the TPB Executive, Board and broader organisation. You'll lead the development and delivery of communications across media, campaigns, digital channels and corporate communications. You'll communicate complex regulatory information clearly and effectively to tax practitioners, consumers and other stakeholders.

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 selection process.

Tax Practitioners Board provides more information about us and our work environment.

Our ideal candidate:

• develops and delivers strategic communications in complex environments

• communicates complex and sensitive information clearly through strong written and verbal communication skills

• demonstrates experience across media, campaigns, website, digital and corporate communications

• provides strategic communications advice to senior leaders and exercises sound judgement in managing sensitive and emerging issues

• builds and maintains effective relationships with stakeholders, influencing outcomes across the organisation

• leads and manages teams, competing priorities and the delivery of high-quality outcomes.

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 advertising agency.

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To Apply

Position Contact	Joel Brown, (02) 5120 7089
Agency Recruitment Site	https://ato.nga.net.au/?jati=71DB7DEB-E3C5-C9DC-FBEC-ED662FAF0E

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0773884

Australian War Memorial

Closing Date:Monday 09 November 2026

Public Programs Digital Experience

Job Title	Salesforce Administrator
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$99,734 - $111,701
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 6
Position Number	25-141
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

Working within the Digital Experience team and under limited direction from the Digital Projects Manager, the Salesforce Administrator maintains, configures an improves the Memorial's Salesforce environments. Salesforce sits at the centre of the Memorial's supporter and visitor data, with work underway to connect it to finance, ticketing and events, website and online forms, and email and marketing platforms. The role is an even split between delivering new functionality and supporting existing functionality. The successful applicant will move comfortably between new initiatives and day-to-day administration. The Salesforce Administrator works with teams across the Memorial to identify and develop better ways of working, and with the Memorial's external Salesforce implementation partners.

Duties

The Salesforce Administrator will be responsible for:

- Acting as the primary system administrator for the Memorial's Salesforce environments.
- Acting as a key point of contact with the Memorial's Salesforce implementation partners.
- Handling day-to-day administration, including system monitoring, investigating issues and resolving or escalating them, user management, page layouts, reports and dashboards, and custom fields.
- Gathering detailed requests for improvements or changes to the system, including the capture of complex user requirements, and implementing these changes as appropriate.
- Building and maintaining automation that reduces manual work for staff.
- Managing Salesforce integrations including identifying, installing and maintaining appropriate apps from the AppExchange.
- Administering Marketing Cloud Next, including supporting staff who build and send campaigns.
- Managing security and access, including profiles, permission sets and sharing rules.
- Maintaining data quality, including imports, deduplication, data integrity and backups.
- Supporting and training users, including onboarding new staff and maintaining user documentation.
- Managing releases, including sandbox testing and deploying changes to production.
- Maintaining documentation of the Memorial's Salesforce configuration, including customisations, automation and integrations.
- Planning for Salesforce's three annual releases, upgrades and longer-term projects.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Notes

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

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

To Apply

Position Contact	Tim Siers, (02) 6279 6949
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0774076

Australian War Memorial

Closing Date:Thursday 12 November 2026

Public Programs Commemoration and Visitor Engagement

Job Title	Visitor Services Supervisor
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	$70,477 - $86,246
Future Merit Locations	Campbell
Office Arrangement	On Site
Office Arrangement Details	This position requires successful applicants to work on site
Classification	APS Level 3;APS Level 4
Position Number	26-143
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

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

Section Overview

The Commemoration and Visitor Engagement (CVE) Section is part of the Public Programs Branch. The Section delivers the Memorial's visitor experience across commemorative, interpretive and visitor service platforms. The Section comprises four teams: Visitor Services; Education; Events & Ceremonies; and Last Post Ceremony.

Team Overview

The Visitor Services team comprises 34 full-time and up to 75 casual positions, plus more than 100 voluntary guides. As the first point of contact for visitors to the Memorial, the team is committed to delivering world-class service excellence 364 days a year, ensuring every visitor experience is meaningful, engaging, professional and memorable. Visitor Services Officers form the majority of the team and deliver front-of-house services across seven days a week. The team is led daily by one of the team's Visitor Services Coordinators, who provide visible frontline leadership, operational oversight and guidance to ensure the consistent delivery of visitor services, commemorative activities and emergency response capability. The Visitor Services team plays a significant role in delivering operational and ceremonial components of the daily Last Post Ceremony, as well as major national commemorative events and ceremonies conducted on Anzac

Day and Remembrance Day. Visitor Services staff are also pivotal in the provision of visitor emergency response throughout the Memorial.

Who are we looking for?

We are seeking professional, adaptable and service-focused individuals with a strong commitment to the Memorial's commemorative purpose. Successful candidates will possess the supervisory capability, emotional maturity and interpersonal skills required to support a large and diverse front-of-house team while delivering exceptional visitor experiences. The role requires sound judgement, initiative and problem-solving skills to coordinate daily operational activities, supervise staff, manage competing priorities and respond effectively to visitor enquiries, incidents and emerging operational issues. Successful candidates will communicate confidently, build positive professional relationships and provide visible leadership and support to staff in a dynamic public-facing environment. They will demonstrate the confidence to make operational decisions within established procedures and maintain service standards in a busy public-facing environment. Candidates must be capable of maintaining personal resilience to meet the physical, mental and roster demands of the role and demonstrate the adaptability required to support the safe and effective delivery of visitor services across weekends, public holidays and peak visitation periods.

Duties

Under general direction, Visitor Services Supervisors are responsible for the following key areas of responsibility:

- Leadership and Operational Coordination
  - Support Visitor Services Coordinators in the daily supervision and coordination of Visitor Services Officers, volunteers and casual staff across the Memorial.
  - Provide visible on-floor leadership, guidance and mentoring to Visitor Services Officers to support the consistent delivery of visitor service, operational and commemorative outcomes.
  - Monitor visitor flow, staffing requirements and operational activities, escalating significant issues as required.
  - Assist with opening and closing procedures, cash handling processes and other daily operational requirements.
  - Support the implementation of operational priorities, work procedures and service delivery standards across visitor-facing areas.
  - Contribute to staff induction, training and capability development activities as directed.
  - Support and mentor Visitor Services Officers in developing operational capability, visitor engagement skills and emergency response knowledge.
  - Provide guidance and operational support to Memorial voluntary guides to support consistent visitor service standards and visitor engagement outcomes.
  - Promote a positive team culture through professional leadership, communication and collaboration.
- Visitor Service and Stakeholder Engagement
  - Provide accurate information and interpretation regarding the Memorial's galleries, exhibitions, programs, commemorative areas and visitor facilities.

    - Manage escalated visitor enquiries, complaints and sensitive matters with professionalism, empathy and sound judgement, referring more complex issues where required.
    - Foster positive relationships with visitors, volunteers and internal stakeholders.
    - Promote a welcoming, inclusive and professional visitor experience that supports the Memorial's values and commemorative purpose.
    - Actively engage with visitors in a friendly and approachable manner while supporting Visitor Services Officers in the delivery of exceptional customer service.
- Commemorative Events and Ceremonial Delivery
    - Support the operational delivery of the daily Last Post Ceremony and undertake Master of Ceremonies duties as rostered (to be achieved within three months of engagement).
    - Assist Visitor Services Coordinators in coordinating Visitor Services functions on Anzac Day, Remembrance Day and other commemorative events and ceremonies.
    - Provide guidance and support to Visitor Services Officers undertaking ceremonial responsibilities.
    - Contribute to the successful delivery of commemorative activities while maintaining the dignity and commemorative ethos of the Memorial.
- Emergency Response and Safety
    - Apply first aid and emergency response practices in accordance with mandatory training and accreditation requirements.
    - Assist Visitor Services Coordinators in implementing Visitor Services responses to visitor incidents, emergencies and evacuations in accordance with Memorial procedures.
    - Provide guidance and support to Visitor Services Officers during incidents, emergency situations and operational disruptions.
    - Promote compliance with work health and safety requirements and report hazards, incidents and operational risks.
    - Assist in maintaining staff awareness of emergency response, evacuation and incident management procedures.
- Administration
    - Assist with workforce rostering, staffing allocations and operational planning activities as directed.
    - Maintain accurate operational, staffing and statistical records.
    - Support the preparation of daily staffing documentation, operational reports and other administrative requirements as directed.
    - Undertake performance reviews of Memorial voluntary guide tours as required.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Notes

In addition to the key areas of responsibility outlined above, it is a requirement for all Visitor Services Supervisors to be able to:

- Move freely up and down stairs and stand for extended periods on hard surfaces.
- Undertake manual handling tasks including the movement and setup of electrical and audio equipment, weighted bags, crowd control bollards and barriers.
- Work to a roster which incorporates regular work over weekends and public holidays (the roster cycle runs across a 4-week period of 7 days on, 2 days off, 5 days on, 2 days off, 3 days on, 2 days off, 5 days on, 2 days off).

Visitor Services Supervisors are categorised as shift workers due to the nature of the role and receive applicable shift loadings and entitlements in accordance with the Memorial's enterprise agreement.

Additionally, there is an expectation that Visitor Services Supervisors will make themselves available on Anzac Day and Remembrance Day and during peak visitation periods including, but not limited to, the Christmas and Easter holiday periods.

As part of the Memorial's commitment to providing a world-class corporate image, Visitor Services Supervisors are required to wear a corporate uniform. Restrictions may apply to visible tattoos, piercings and hairstyles as front-of-house staff are required to adhere to a dress and appearance procedure.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

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

To Apply

Position Contact	Kylie Campbell, (02) 6243 4275
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0773949

Department of Veterans' Affairs

Closing Date:Thursday 12 November 2026

Chief Health Officer
Health

Job Title	Public Health Medical Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	$205,609 - $226,012
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	Medical Officer Class 4
Position Number	EXT-2026-5280
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

The Public Health Medical Officer (PHMO) plays a key role in driving improved health outcomes for our veteran population. You will work in a small multidisciplinary team within the Chief Health Officer (CHO) Division which is responsible for providing health leadership to the Department of Veterans' Affairs. The Division works collaboratively with business areas to contribute clinical expertise across health and wellbeing policy, research, programs and services.

The Public Health Medical Officer (PHMO) will work across the department to provide clinical expertise in the development and implementation of evidence-based health policies and programs in a changing health and social environment. The PHMO will support the design and evaluation of health programs to improve the health and wellbeing of veterans and their families. The PHMO is a key stakeholder in developing and implementing initiatives to improve and promote DVA service offerings with health providers. You will be a key advocate informing and supporting the department for improved systems, structures and policies for the health and wellbeing of the veteran community.

We are seeking an experienced and motivated Public Health Medical Officer with an interest in veterans' health. Our ideal candidate is a strategic and influential leader with a proven ability to influence and deliver initiatives that support improved population health outcomes. You need to have demonstrated ability cultivating effective professional working relationships with clinical and non-clinical stakeholders, excellent organisational skills, ability to drive change management to support public health initiatives, ability to manage competing priorities with fluctuating workloads, and demonstrated ability to support and operationalise strategic goals. The successful candidate will have the ability to develop, analyse, interpret and provide high level strategic advice on veteran health issues.

You will promote workplace practices consistent with the APS Values and have excellent interpersonal skills.

Duties

- Responsible for embedding public health capabilities in CHO Division to support understanding and improvement of the health needs of veterans at a population level, implementation of health promotion approaches and horizon scanning.
- Undertake evidence and data informed project, program and or policy work supporting best practice healthcare to improve health outcomes for the veteran community.
- Identify and promote the health of veteran subpopulations with specific needs, including First Nation veterans
- Support the Department's business through expertise in health stakeholder relationships, service provision, monitoring and evaluation, continuous quality improvement.
- Consult, engage and present with health care provider professional organisations and Australian Government departments on issues and or initiatives relevant to veteran population health matters.
- Review research submissions/proposals and reports for their potential to contribute to improved health outcomes for veterans.
- Responsible for the Primary Care Training Program – development/coordination of modules in collaboration with the contract provider.

- Support CHO division and DVA business areas with health promotion communications material including provider education material.
- Provide clinical leadership and management at an executive level to the contracted clinical adviser workforce including leading a team to deliver results.
- Prepare briefs for SES and or Ministerial representations as required.
- Other duties as directed by CHO SES.

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).
- Any successful candidate external to DVA offered employment will be required to undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Mandatory Requirements

- Have a medical degree and unconditionally registered with AHPRA.
- Fellow of the Australasian Faculty of Public Health Medicine; or undertaking Advanced Training in Public Health Medicine with the Australasian Faculty of Public Health Medicine plus relevant additional experience.

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

We welcome people with diverse skills, experiences and perspectives. DVA is committed to building a workforce that reflects the community we serve and encourages applications from:

- Veterans and former Australian Defence Force members, whose skills and experience are highly valued across the APS
- Aboriginal and Torres Strait Islander peoples
- People with disability
- People who identify as LGBTQIA+
- People from culturally and linguistically diverse backgrounds

We are a Veteran Employer of Choice! This means you benefit from a workplace actively supporting veterans and families of veterans – one that understands and values military experience. You're joining an organisation publicly recognised for its commitment to fostering veteran-friendly employment pathways and long-term career success.

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Dr Anna Colwell, Deputy Chief Health Officer, 0427 932 621
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0773951

Department of Veterans' Affairs

Closing Date:Thursday 12 November 2026

Veteran Experience & Commemorations
Coordinated Client Support

Job Title	Director
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$159,145 - $179,125
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	Executive Level 2
Position Number	EXT-2026-5284
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

The Coordinated Client Support (CCS) Branch manages a range of programs to assist vulnerable clients to navigate DVA services and connect to supports to meet their wellbeing needs. Case management provided by the CCS Branch is collectively referred to as the Client Support Program (CSP).

The CSP is a voluntary time limited case management program, which uses a trauma informed approach to support clients to meet their wellbeing needs. The program aims to streamline communication between veterans, family members of veterans and DVA. Case management provides clients with a single or primary point of contact for all services within DVA and facilitates access to external support services.

The EL2 Director leads the staff and work outcomes in their section, is a member of the branch leadership team and contributes to the culture and outcomes of the department. Within the branch, the Director is responsible for ongoing development and implementation of high-quality, veteran-centric case management practice. In this role, you will be responsible for identifying, developing and implementing governance and reporting systems that support service delivery, including quality assurance, program and data management, and learning and development needs for the Branch. In this branch, staff are exposed to information that may impact on them. It’s important that you understand this and are able and willing to implement wellbeing strategies for yourself and others.

Duties

- Provide strategic direction to the section and branch, including the development of business plans, strategies, budgets and priorities and monitor workflow and performance.
- Contribute to the Department's strategic reform and operational business transformation to ensure quick and appropriate responses to a variety of competing priorities and/or vulnerable clients within assigned resources.
- Provide leadership across the Department, particularly in adapting to rapidly changing circumstances.
- Develop, coach and mentor employees, manage performance and conflict and identify training needs.
- Provide high level advice to the DVA senior executive and, as required, to the Minister and Commissions.
- Develop and manage key strategic relationships with a broad range of internal and external stakeholders, including representing the Department in high level discussions and negotiations.

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
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- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

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- People with disability
- People who identify as LGBTQIA+
- People from culturally and linguistically diverse backgrounds

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

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To Apply

Position Contact	Donna Thomas, 0447 320 342
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0773952

Department of Veterans' Affairs

Closing Date:Thursday 12 November 2026

Open Arms -Veterans and Families Counselling
Clinical Operations

Job Title	Program Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD
Salary	$95,440 - $99,461
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement.
Classification	APS Level 5
Position Number	EXT-2026-5295
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

Client Assist is responsible for supporting Open Arms service provision nationally. The Program Officer is responsible for supporting the Team Leader with the coordination of operational and administrative functions which support the delivery of administrative and mental health clinical services to Open Arms clients.

The Program Officer assists the business hours administrative support team to provide efficient and professional services to callers to the 24/7 Open Arms and Safe Zone telephony lines. In addition, they are responsible for assisting in the preparation and development of reports relating to client services, rostering, staffing, telephony and financial activities.

Successful candidates will demonstrate strong interpersonal and collaborative skills, initiative, personal drive and integrity.

Duties

- Responsible for performance reporting: extraction of data for preparation and distribution of performance, financial, rostering and telephony reports across workgroup functions.
- Assist with processing of administrative and technical functions for Client Assist, and sharing responsibility for the day-to-day operational support of Client Assist.

- Support a cohesive and positive working relationship within the team to ensure service delivery aligns with national service standards.
- Assist in the line management of administration support team members, including performance management feedback and identification of training needs.
- Monitor quality of work and conduct quality assurance activities for the administration support team. Undertake desktop, call audits, live supervision and develop feedback summaries.
- Support Client Assist's financial requirements and obligations in line with the PGPA Act and Departmental policies, including actioning of invoice processing and keeping Departmental records up to date.
- Apply the principles of cooperative and safe working practices consistent with APS Values and the Department's mission, vision, approach and values.
- Contribute to the creation and maintenance of rosters for business hours staff and shift workers in accordance with fatigue management best practices and in line with the relevant Enterprise Bargaining Agreement.
- Contribute to the onboarding and cessation of staff including the completion of access requests, supporting training and mentoring of new starters and issuing ICT equipment.
- Contribute to service delivery through Queue Management oversight, service delivery adjustments and frontline call taking of administrative calls when appropriate.
- Coordination of Daily Update and other all staff communication, including attendance at daily standups and meetings.
- Liaise with internal and external stakeholders and Business Partners on policy, project or operational issues.

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).
- Any successful candidate external to DVA offered employment will be required to undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Mandatory Requirements

- Currently hold or ability to obtain a Working with Vulnerable People registration OR
- Currently hold or ability to obtain a Working with Children check.

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

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To Apply

Position Contact	Anita Allen, 0499 972 553
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0773964

Department of Veterans' Affairs

Closing Date:Thursday 12 November 2026

Open Arms – Veterans and Families Counselling
Clinical Operations

Job Title	Clinician
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Elizabeth SA
Salary	$104,898 - $119,116
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Enterprise Agreement. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	EXT-2026-5285
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

Open Arms – Veterans & Families Counselling (formerly VVCS) is Australia's leading provider of high-quality mental health assessment and clinical counselling services for Australian veterans and their families. We are focused on meeting client needs through a combination of proven clinical practices and new and emerging evidence-based approaches.

Open Arms South Australia has 2 vacancies based in the Elizabeth office.

Clinical Care Coordinator

Clinical Care Coordinators are experienced mental health clinicians with relevant qualifications in psychology, social work, counselling, occupational therapy, or nursing. They provide short-term, goal-focused clinical case management for clients whose unmet health and psychosocial needs limit access to, or meaningful engagement with, mental health care. They help clients identify appropriate supports, reduce access to barriers and address factors that may hinder engagement or significantly worsen mental health if left unaddressed. Clinical Care Coordinators use case management and focused psychological strategies—including psychoeducation, distress tolerance, problem-solving and motivational interviewing—to help clients achieve their goals.

Reporting to the Assistant Director, the position incorporates the development and maintenance of internal relationships within Open Arms, as well as external relationships with key community services stakeholders, through the provision of direct evidence informed support to individuals and/or their families with complex needs.

Counsellor

Counsellors apply extensive knowledge and experience gained from a relevant background in psychology, social work, counselling, occupational therapy, or nursing to provide evidence-based assessment, formulation and treatment for a range of psychological conditions, maintain confidential care plans and clinical notes to reflect the counselling process. Clinicians will liaise with treatment providers, family members and relevant Open Arms and DVA stakeholders to strengthen therapeutic support.

Reporting to the Assistant Director (EL 1) Clinicians are required to attend regular case reviews and operational supervision to discuss client progress and complex cases with the Assistant Director and other Clinicians. They are required to make decisions, problem solve and navigate complex client issues, whilst adhering to relevant legislation, ethical guidelines and policies. Critical thinking, communication and interpersonal skills are paramount, and Clinicians must demonstrate high levels of integrity and emotional intelligence. Bringing knowledge of veterans' and their families' experiences to the role. Clinicians will demonstrate respect for all clients and uphold a strong commitment to Confidentiality and privacy.

Duties

- Provide high quality clinical services including risk assessment and intervention, referral, evidence-based individual, couple and family counselling, and case management to eligible Open Arms clients in order to achieve outcomes identified in care planning.
- Conduct reviews with clients on clinical progress to determine further approaches and establish additional needs, including extensions to episodes of care.
- Using the Client Management System, maintain confidential files for each client that include session progress notes, care plans, risk assessment, and additional client interactions.
- Schedule and attend Continuing Professional Development (CPD) activities, including clinical supervision, to maintain professional registration.
- Adhere to relevant legislation, ethical guidelines and policies pertaining to best- practice client care.
- Liaise and attend regular meetings with the Assistant Director and other Clinicians to review client cases, including those that may require extensions to episodes of care.

- Liaise with clients' family members and additional treatment providers and/or other Open Arms/DVA stakeholders to coordinate care.
- Apply the principles of cooperative and safe working practices consistent with APS Values and the Department's mission, vision, approach and values.
- Engage in other clinical tasks as directed by the Assistant Director based on organisational need. These may include:
    - Co-facilitate treatment and psychoeducation programs on a range of topics alongside other Open Arms staff or external clinicians.
    - Participate in community development and service promotion activities.
    - Participate in Open Arms program evaluation and research activities, contributing to project management activities that implement strategic directions and quality improvement recommendations, and provide feedback for ongoing development of clinical policies and procedures.
    - Facilitate the delivery of Open Arms counselling and other programs to veterans and families by applying quality assurance principles and procedures to ensure the clinical practice, and reporting of Outreach Program Clinicians (OPCs) meet contractual requirements.
    - Collaboratively manage the regional allocation queue through liaison and consultation with Open Arms Clinicians, OPCs and administrative staff.
    - Conduct regional intake assessments to inform allocation to appropriate services.

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).
- Any successful candidate external to DVA offered employment will be required to undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- Any successful candidate will also be required to obtain and/or maintain, a baseline Vetting (AGSVA) security clearance as a minimum.

Mandatory Requirements

- Currently hold or ability to obtain a Working with Vulnerable People registration OR
- Currently hold or ability to obtain a Working with Children check.

In addition to the above, one of the following:

- Qualifications as an AHPRA registered Psychologist or Psychologist with Provisional Registration / Mental Health Occupational Therapist / Mental Health Registered Nurse with full AHPRA registration, OR
- Qualification as a Social Worker eligible for membership of the Australian Association Social Workers (AASW) and eligible to apply for Mental Health accreditation, OR
- A Masters-level counselling qualification and registration with PACFA as a Registered Clinical Counsellor or with ACA at Level 3 or Level 4.

Notes

This recruitment process may be used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

We welcome people with diverse skills, experiences and perspectives. DVA is committed to building a workforce that reflects the community we serve and encourages applications from:

- Veterans and former Australian Defence Force members, whose skills and experience are highly valued across the APS
- Aboriginal and Torres Strait Islander peoples
- People with disability
- People who identify as LGBTQIA+
- People from culturally and linguistically diverse backgrounds

We are a Veteran Employer of Choice! This means you benefit from a workplace actively supporting veterans and families of veterans – one that understands and values military experience. You're joining an organisation publicly recognised for its commitment to fostering veteran-friendly employment pathways and long-term career success.

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

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: https://www.dva.gov.au/vetpaths This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

About the Department of Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Deena Saju, 0457 097 653
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

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Parliamentary Department

Vacancy VN-0773277

Department of Parliamentary Services

Closing Date:Friday 13 November 2026

Corporate Services
Commercial Operations APH Catering & Events

Job Title	Director, Event Operations and Sales
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This position requires onsite work at one of the DPS office locations in Canberra.
Classification	Executive Level 2
Position Number	JR33476
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

https://jobs.dps.gov.au/

The Opportunity

The Department of Parliamentary Services (DPS) is seeking an experienced and dynamic leader to join the Commercial Operations Branch as **Director, Event Operations and Sales at the Parliamentary Executive Level 2 (PEL2).**

Australian Parliament House (APH) Canberra is the meeting place of our nation and is one of our nation's most iconic buildings. The iconic building welcomes over 725,000 visitors each year including some 127,000 school children. It is home to some 1,300 people working across the building, rising to more than 3,500 people on sitting days and peaking at around 10,000 people in the building on the busiest day of the year each Budget Day.

The APH Catering and Events Team delivers high quality food and beverage services to building occupants and visitors that showcase products of the local region and position APH as a destination of choice.

Who we are looking for

Leadership and sector experience

The successful applicant will be an experienced, commercially minded leader with expertise in event operations, business development and sales, hospitality, venue management, or a similarly complex service environment. They will bring strong strategic and operational capability, with a demonstrated ability to lead high-performing teams, drive business growth, and deliver outstanding customer experiences in a fast-paced, high-profile setting. A broad understanding of food and beverage offerings, and the ability to communicate this information effectively to diverse customers, is essential.

Stakeholder and commercial capability

They will demonstrate excellent stakeholder engagement and communication skills, sound commercial and financial acumen, and the ability to provide trusted advice to senior leaders. The successful applicant will be collaborative, innovative, and customer-focused, with a strong commitment to continuous improvement and to delivering exceptional event outcomes that enhance the reputation of APH.

Desirable Qualifications:

- Relevant tertiary qualifications in event management, hospitality management, business administration or a related discipline are highly desirable.
- A current Responsible Service of Alcohol certificate, or the ability to obtain and maintain one promptly, is also highly desirable.
- Minimum of Ten (10) years' experience in a similar role

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the position and relevant duty statement.

Eligibility

- The role requires flexibility to work outside standard hours for significant events and peak parliamentary periods.
- The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Notes

At DPS, we are committed to building a diverse and inclusive workplace that ensures all our people can contribute to our shared purpose. We encourage applications from Aboriginal and Torres Strait Islander people, people with disability, people with caring responsibilities, people who identify as LGBTQIA+, people from cultural and linguistically diverse backgrounds, people who identify as neurodivergent, and mature aged people.

About the Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports Australia's Parliament and parliamentarians through innovative, unified and client focused services. DPS is proud to be the custodian for Australian Parliament House (APH) as the working symbol of Australian democracy and as a significant destination for our citizens and international visitors alike. It is a place where more than 3,500 people work on sitting days and which nearly one million people visit each year.

To Apply

Position Contact	Nicole Short, 0414 255 696
Agency Recruitment Site	https://jobs.dps.gov.au/

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Department of Parliamentary Services

Closing Date:Thursday 12 November 2026

Information Services
Cyber Security Various

Job Title	Assistant Director - Cyber Security
Job Type	Full-Time, 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	Executive Level 1
Position Number	JR33503
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_De

Job Description

https://jobs.dps.gov.au/

The Department of Parliamentary Services is seeking experienced cyber security professionals to join our Cyber Security Branch in the Parliamentary Executive Level 1 leadership roles:

Assistant Director, Cyber Intelligence and Awareness

Assistant Director, Cyber Security Governance and Assurance

These roles offer a unique opportunity to apply your expertise at the heart of Australia's democracy, helping protect the people, information, systems and services that support the Australian Parliament.

About the Department

The Department of Parliamentary Services supports the functions of the Australian Parliament and the work of parliamentarians by providing professional services, advice, facilities and secure technology. The department is also the custodian of Australian Parliament House, a nationally significant building, a working parliamentary environment and an important destination for Australian and international visitors.

Our diverse workforce provides services including information and communications technology, cyber and physical security, library and research services, broadcasting, Hansard, property services, visitor engagement and corporate support.

Working with us means contributing directly to the secure and effective operation of Parliament in a complex, high-profile and dynamic environment.

About the Cyber Security Branch

The Cyber Security Branch protects the department and Australian Parliament House from evolving cyber threats. The branch works across operations, intelligence, awareness, vulnerability management, governance, risk and assurance to strengthen cyber resilience, support informed decision-making and enable the safe delivery of parliamentary services.

Our work requires strong technical knowledge, sound judgement and trusted engagement with executives, parliamentarians, business areas, technology teams, service providers and Australian Government security partners.

The Opportunities

Assistant Director, Cyber Intelligence and Awareness

This role leads a multidisciplinary capability spanning cyber threat intelligence and cyber security awareness.

You will translate intelligence, vulnerability and human-risk insights into practical, prioritised action.

You will lead the development of threat assessments, executive briefings, security awareness initiatives and vulnerability remediation activities that directly strengthen the department's cyber resilience.

Key responsibilities include:

- leading and developing a multidisciplinary cyber security team
- establishing intelligence requirements and producing strategic, operational and tactical cyber threat assessments
- delivering intelligence-led cyber security advice and support for overseas travel
- leading targeted awareness, training, behaviour-change and simulated phishing programs
- overseeing the identification, prioritisation and remediation of enterprise vulnerabilities
- providing authoritative advice to senior executives on threats, vulnerabilities and human cyber risk
- establishing meaningful performance measures and executive reporting
- building trusted relationships across parliamentary departments, government, industry and intelligence-sharing partners.

This opportunity would suit an experienced cyber security leader who can connect intelligence, technology and human behaviour to influence decisions and deliver measurable risk reduction.

Assistant Director, Cyber Security Governance and Assurance

This role supports the delivery and continuous improvement of the department's cyber security governance, compliance and assurance functions.

You will coordinate governance and assurance activities, maintain policies and control frameworks, monitor compliance obligations and prepare clear reporting for senior executives and governance committees.

The role operates in alignment with the Protective Security Policy Framework, Information Security Manual and Essential Eight.

Key responsibilities include:

- coordinating cyber security governance and assurance activities
- developing and maintaining policies, standards, procedures and control baselines

- coordinating assurance schedules, evidence collection, control assessments and findings management
- supporting internal and external audit and assurance activities
- monitoring Essential Eight and PSPF maturity uplift
- preparing executive briefs, reports and committee papers
- maintaining accurate, traceable and audit-ready governance records
- engaging business and technology stakeholders to implement agreed outcomes
- identifying control gaps and recommending practical improvements
- supervising and supporting staff and contractors as required.

This opportunity would suit a governance and assurance professional who combines attention to detail with strong analytical, stakeholder engagement and executive communication skills.

Who we are looking for

Across both roles, we are looking for people who can:

- lead people and deliver outcomes in a complex operating environment
- exercise sound judgement, autonomy, integrity and accountability
- translate complex cyber security issues into clear and practical advice
- build productive relationships across technical and non-technical areas
- manage competing priorities and sensitive information
- develop high-quality briefs, reports and governance products
- contribute to a collaborative, inclusive and high-performing culture.

Applicants should demonstrate expertise relevant to the role for which they are applying.

Relevant tertiary qualifications, cyber security certifications or substantial professional experience will be highly regarded.

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the position and relevant duty statement.

Eligibility

The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

Notes

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To Apply

Position Contact	Katrina Williams, 02 6277 2884
Agency Recruitment Site	https://jobs.dps.gov.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774080

Australian Energy Regulator

Closing Date:Sunday 15 November 2026

Consumers and Markets Division
New Markets and Innovation Branch

Job Title	Senior Policy Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Sydney NSW, Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	$102,947 - $115,384
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Employees are required to work in the office a minimum 2 days per week
Classification	APS Level 6
Position Number	AER-61
Agency Website	http://www.aer.gov.au/

Job Description

https://www.aer.gov.au/about/careers/current-vacancies?

The Senior Policy Officer supports the Assistant Director and/or Director of the Ring-fencing team in conducting analytical and reporting activities that contribute to AER's purpose to make energy consumers better off, now and in the future. The successful candidate would be required to conduct robust research and analysis, apply the ring-fencing framework to assess waiver applications, and understand the inter-relationship between ring-fencing and the service classification framework.

Duties

The Senior Policy Officer will perform some or all the following duties with direction from the Assistant Director and/or Director:

• Independently conduct research and reporting activities, exercising sound judgement to identify and assess relevant information to produce accurate advice based on evidence.

• Undertake analytical and investigative activities to inform ring-fencing matters, including gathering relevant information and data to support the development of recommended positions for ring-fencing waiver applications.

• Undertake administrative processes for consultation with stakeholders and assist with assessments of stakeholder submissions on ring-fencing issues.

• Contribute to the development of written material as directed, for example: Board and Markets Committee papers, waiver assessment decisions, stakeholder correspondence.

• Contribute to the delivery of projects in a geographically dispersed work environment with clear direction and support.

• Lead on the management of the collection, use and storage of information associated with the ring-fencing team's iManage folders.

Eligibility

· **Australian Citizenship** – our successful candidate must be an Australian Citizen

· **Security clearance** – our successful candidate is required to hold, or have the ability to obtain and maintain a security clearance at the required level

· **Employment check** – your suitability for employment will be assessed through a screening process.

Notes

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

About the Australian Energy Regulator

The Australian Energy Regulator (AER) works to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. We regulate electricity networks and covered gas pipelines, in all jurisdictions except Western Australia. We set the amount of revenue that network businesses can recover from customers for using these networks. From 1 July 2026, the AER structurally separated from the Australian Competition and Consumer Commission (ACCC) and transitioned into a standalone non-corporate Commonwealth entity with its own accountable authority, staff and budgetary control. The separation of the AER from the ACCC is a significant regulatory reform aimed at improving the governance and operational autonomy of the AER.

To Apply

Position Contact	Lisa Lee-Wilson, 02 9230 3860
Agency Recruitment Site	https://www.aer.gov.au/about/careers/current-vacancies?

Climate Change, Energy, the Environment and Water

Vacancy VN-0773831

Bureau of Meteorology

Closing Date:Monday 09 November 2026

Enterprise Services Group
Portfolio Management

Job Title	Portfolio Management Lead
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Brisbane QLD, Perth WA
Salary	$140,675 - $157,243
Future Merit Locations	Melbourne, Brisbane, Perth
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 2
Position Number	60013751
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Bureau's Enterprise Portfolio Management Office (EPMO) sits in the Strategy Program within the Enterprise Services Group. The EPMO provides whole of enterprise coordination, strategic guidance and support across the Bureau’s project, program, and portfolio management capabilities.

This role supports the EPMO Manager by developing and maintaining the processes and standards that; control new work entering the Bureau's portfolio, support the monitoring and control of active projects; and enable executive level oversight of portfolio performance.

The successful candidate will be a capable and experienced leader with significant experience managing a portfolio and enabling strategic decision-making processes. The candidate will

demonstrate an in-depth knowledge of Portfolio Management and project delivery methods and possess well developed communication and interpersonal skills. They will show initiative, possess excellent problem-solving and negotiation skills and will have a fine eye for quality and detail.

This position reports to the EPMO Manager.

Duties

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

1. Lead the development, optimisation and governance of the Bureau's enterprise portfolio in collaboration with the Bureau's Finance team and investment decision making committee, ensuring investment decisions are strategically aligned and within available capacity.

2. Oversee the Bureau's project pipeline process and required governance approvals to control new work coming into the Bureau's portfolio.

3. Build a strong network with General Manager (SES band 1) stakeholders to provide strategic advice on investment prioritisation, portfolio performance, benefits realisation, delivery risks and organisational capacity, supporting informed enterprise decision-making.

4. Lead engagement with the Bureau's Finance Team to support high level project capacity planning and resource management.

5. Lead the development, application, and continual improvement of the EPMO's Portfolio Management Framework and supporting artefacts.

6. Lead the continuous improvement of the Bureau's Benefits Management Framework ensuring benefits are identified, measured, realised and reported to support strategic decision-making and investment prioritisation.

7. Provide strategic input to the development of New Policy Proposals, Business Cases and other large scale funding bids.

8. Develop portfolio reports and high level insights for the Bureau's Executive Team and senior decision making forums.

9. Manage EPMO centralised registers that contain information inputs required to support portfolio management.

10. Active involvement in the continual improvement of all processes across EPMO services.

11. Comply with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

12. Commitment to APS Values, Employment Principles, Code of Conduct, and the Bureau's Social Justice Strategy.

Eligibility

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

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 advertising agency.

About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Sarah van Rooyen, 416 344 907
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774002

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Planning & Architecture

Job Title	Capacity Planner
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019846
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Capacity Planner is responsible for leading the Bureau’s forward view of technology demand and ensuring compute, storage, network, cloud and platform capacity is forecast, planned, funded and aligned to business priorities and IT asset plans. The role translates business demand, service growth, architectural change, operational trends and technology lifecycle information into practical capacity strategies that support reliable, secure and cost-effective service delivery.

Working across planning, architecture, operations, finance, platform and delivery teams, the role provides analysis, advice and governance to support investment decisions, demand management and service resilience. The successful candidate will bring strong analytical and stakeholder engagement skills, sound judgement and a strategic mindset to balance current operational needs with long-term technology sustainability, scalability and value for money.

Duties

1. Lead capacity planning for compute, storage, network, cloud and platform services, ensuring future demand is forecast using business plans, project pipelines, consumption trends and technology roadmaps.
2. Develop and maintain capacity models, scenarios, thresholds and reporting that identify emerging constraints, risks, optimisation opportunities and investment requirements.
3. Align capacity planning outputs with business plans, IT strategic plans, asset management plans, architecture roadmaps, budget processes and lifecycle replacement programs.

4. Provide strategic advice on the timing, sizing, sequencing and funding of infrastructure and platform investments to support service continuity, resilience, scalability and value for money.
5. Collaborate with architecture, operations, finance, service owners, project teams and vendors to ensure capacity assumptions, dependencies and constraints are understood and managed.
6. Monitor actual utilisation and demand against forecasts, investigate variances and recommend corrective actions, optimisation measures or revised investment strategies.
7. Contribute to asset planning and assurance activities by providing evidence-based analysis and recommendations on technology capacity and demand.
8. Support the development of standards, methods and reporting for capacity planning across on-premises and cloud environments, promoting consistent and mature planning practices.
9. Comply with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility
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 advertising agency.

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To Apply

Position Contact	Cameron Smith, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774004

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Planning & Architecture

Job Title	Disaster Recovery Lead
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019847
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Disaster Recovery Lead, leads the Bureau's approach to ICT disaster recovery and operational resilience for critical technology services. Reporting within the Planning and Architecture program, the role is responsible for ensuring the organisation has a planned, tested and funded approach to recovering critical IT services following disruption, including cyber incidents, infrastructure failures, supplier outages and natural hazards.

The role works across business and technology teams to identify critical services, dependencies, recovery priorities, recovery time objectives and recovery point objectives, and to translate these into practical recovery strategies, plans and investment proposals. It provides leadership for disaster recovery governance, scenario testing, lessons learned and continuous improvement, ensuring arrangements are aligned with enterprise risk, cyber security, service continuity and asset planning processes.

The successful candidate will bring strong experience in disaster recovery, service continuity or infrastructure resilience, together with the ability to influence senior stakeholders and coordinate multi-disciplinary teams in a complex operating environment. They will exercise sound judgement, manage competing priorities and provide expert advice that supports resilient service delivery across the Bureau.

Duties

1. Lead the development, maintenance and continuous improvement of the Bureau's ICT disaster recovery framework, plans, standards and governance processes for critical technology services.
2. Identify and assess critical services, systems, infrastructure, suppliers and interdependencies to determine recovery priorities, risks, recovery time objectives and recovery point objectives.
3. Ensure the organisation has a planned, tested and funded approach to recovering critical IT services following disruption, with clear recovery strategies, capability roadmaps and investment requirements.
4. Coordinate disaster recovery exercises, technical failover tests and simulation activities, capturing lessons learned and driving remediation and improvement actions.
5. Work with cyber security, infrastructure, architecture, service management, delivery and business stakeholders to integrate disaster recovery requirements into solution design, operational processes and change planning.
6. Provide expert advice to senior leaders on resilience risks, recovery capability gaps, funding priorities and implementation options to support informed decision-making.
7. Establish and monitor performance measures, compliance obligations and assurance activities for disaster recovery readiness, including reporting on plan currency, test coverage and remediation progress.
8. Lead, coach and coordinate staff, vendors and project teams contributing to disaster recovery and resilience outcomes, fostering collaboration and accountability across organisational boundaries.

Eligibility
Notes

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To Apply

Position Contact	Cameron Smith, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774005

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Digital Experience

Job Title	Digital Product Lead
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019848
Agency Website	

Job Description

https://bomcareers.nga.net.au/

We are seeking a highly experienced digital product lead to lead the design, sequencing, delivery and successful completion of digital initiatives, often with the assistance of service delivery managers and vendor partners, required to deliver a consistent and integrated digital experience for our customers.

This role is accountable for overseeing operations of the BOM weather app, and also planning for end-to-end delivery digital experience products, service design, and orchestration of teams to deliver on the digital strategy. You will work closely with other DDG teams and vendor partners to ensure digital solutions meet both user and business requirements.

The ideal person for this role will have a track record of successfully planning, monitoring and reporting on the end-to-end digital agile delivery cycle. Along with digital planning expertise, the role requires an experienced team manager who can motivate and guide team members and manage a diverse portfolio of work.

Duties

1. Collaborate with senior stakeholders to ensure digital experience planning of the website and app channels aligns to business priority.
2. Manage, facilitate as required and collaborate with digital experience team members and DDG teams to ensure digital product planning requests from the Delivery Enablement team are supported, tracked and governed, including working with Service Delivery Managers and vendor partners as required.
3. Manage the digital experience product planning process to support the delivery of digital services and enhancements as priority demands from the business, with a focus on core digital channels: website and app.
4. Provide product guidance and advice in the triage of digital initiatives in the planning stage, and oversee support queue requests.
5. Partner with business stakeholders to support and mature the Product Owner/Product Management function across the Digital Program of work.
6. Manage the release process of the BOM weather app.
7. Be accountable for managing licences and budgets relevant to the digital experience program.
8. Build, nurture and manage high value relationships and communication lines with internal stakeholders.
9. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau’s Commitment to Diversity & Inclusion.
10. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility
Notes

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To Apply

Position Contact	Clare Mitchell-Crow, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774009

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Security

Job Title	Personnel Security Lead
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Sydney NSW
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019849
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Personnel Security Lead is responsible for providing high-level advice, coordination, and delivery of personnel security functions at the Bureau, with a strong focus on mitigating insider risk and ensuring compliance with the Protective Security Policy Framework (PSPF). The position reports to the Manager, Protective Security and plays an important role in safeguarding the Bureau's customers, systems, personnel and facilities. The role includes carrying out the duties of a Security Officer, performing specialist security functions and providing services to manage security clearances on behalf of the Bureau as a sponsoring entity.

Operating with a significant degree of independence, the role supports the design, implementation, and continuous improvement of the Bureau's personnel security policies, procedures, and assurance activities, particularly those relating to vetting, ongoing suitability and workforce integrity. The role is integral in building capability to deliver and support efficient and effective personnel security operations and incident management across the Bureau.

The Personnel Security Lead will have well-developed leadership qualities and be willing to mentor and support team members and contribute to the objectives of a multidisciplinary program. This includes interpreting and applying relevant legislation and policy, providing specialist personnel security advice and training, triaging and responding appropriately to personnel security concerns and incidents, and working closely with Bureau personnel and stakeholders to manage and deliver high-quality security operations across the six domains of the PSPF with particular focus on the personnel domain.

The role requires a strong understanding of mature security cultures, security vetting processes, insider threat management and the PSPF, including its application and inter-operability with other frameworks within the Australian Government setting. Knowledge of, or the ability to quickly acquire an understanding of the Bureau, its security posture and operating environment will assist the successful candidate to exercise sound judgement in coordinating responses to potentially complex and sensitive issues. The ability to operate with sensitivity and integrity and provide evidence- and risk-based advice is an essential requirement for the role.

The Personnel Security Lead is required to operate with a high degree of autonomy, accountability and professional judgement, and is responsible for delivering personnel security uplift at the Bureau. The role is key in ensuring delivery of the personnel security elements of the Enterprise Security Plan. The Personnel Security Lead requires excellent organistional skills and well-developed written and verbal communication. An ability to develop and maintain internal and external stakeholder networks is essential. The successful candidate will demonstrate the ability to plan, manage and organise their time and workstreams, and will be comfortable operating in a diverse and geographically dispersed environment with tight timeframes, shifting operational landscapes and conflicting priorities.

Duties

1. Lead day-to-day personnel security operations, including management, triage and escalation of personnel security enquiries, incidents, requests and operational tasks to ensure timely action in accordance with agreed service level agreements, and PSPF and other policy requirements.
2. Carry out the role of a Security Officer to perform specialist security functions and provide services to manage security clearances on behalf of the Bureau as a sponsoring entity.
3. Support and contribute to the development, uplift and ongoing management of the Bureau's personnel security capability, ensuring alignment with the PSPF. This includes planning and implementing uplift initiative, maintaining supporting procedures, templates and guidance, and delivering high-quality training, communication and reporting.
4. Provide expert, timely and risk-based personnel security advice and guidance to staff, executive and external stakeholders to ensure effective, consistent and secure operations, PSPF compliance and adherence to Bureau policies and procedures.
5. Interpret and analyse complex government legislation, frameworks, directives, and security standards to translate them into clear, actionable policy, and practical advice and guidance.
6. Identify and manage opportunities for development and uplift activities and risk mitigation through regular analysis of intelligence, assessments, policy updates, security incidents and compliance reporting to improve personnel security practices across the organisation and respond to emerging threats.
7. Lead personnel security assurance activities, such as reviews, annual security check, audits, compliance checks, and monitor remediation of identified gaps.
8. Conduct preliminary enquiries and investigations in relation to reported or identified personnel security concerns or incidents, in accordance with Bureau procedures and the Australian Government Investigations Standards.
9. Oversee and support personnel security functions including vetting and security clearances, onboarding/offboarding security processes, and support implementation and maintenance of the Bureau's insider threat capability, including monitoring, assurance, governance and reporting.
10. Build strong relationships with internal stakeholders, external providers and whole-of-government security counterparts to understand security framework requirements,

share information and align practices. Lead and mentor staff, fostering a professional, collaborative and outcomes-focused security culture.
11. Carry out all work in accordance with the APS Values, Employment Principles, and Code of Conduct.
12. Comply with all Bureau work, health and safety policies and procedures, and take reasonable care for your own health and safety and that of others

Eligibility
Notes

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To Apply

Position Contact	Penny Ryder, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774010

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	Lead Support Engineer
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019850
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Lead Support Engineer is part of the End User Services (EUS) function within Technology Operations at the Bureau of Meteorology and is responsible for leading the delivery of End User Computing (EUC) services across the Melbourne Office.

The role is responsible for leading and coordinating an ICT support team comprising two Senior Support Engineers (APS6) and two Support Engineers (APS5) to deliver effective and customer-focused ICT services. The position also undertakes technical work, including the diagnosis and resolution of complex incidents and high-priority service requests.

Reporting to the End User Services National Manager, the role is accountable for the operational leadership of end user services within the Melbourne Office, including service delivery outcomes, workforce management, stakeholder engagement, ICT asset management, and the continuous improvement of customer-facing support services.

Duties

People Leadership and Workforce Management

- Provide day-to-day leadership and supervision of a team of Senior Support Engineers (APS6) and Support Engineers (APS5), including work allocation, workload management, and priority setting to ensure effective delivery of ICT support services.

- Develop team capability through coaching, mentoring, knowledge sharing, and performance management, fostering a collaborative and high-performing team culture.
- Contribute to workforce planning, resource management, and capability development activities to meet current and future service delivery requirements.

Service Delivery and Operational Oversight

- Lead the delivery of end user support services within the Melbourne Office, ensuring incidents, service requests, and operational activities are managed effectively and resolved within agreed service levels.
- Monitor service performance, workload trends, and customer experience outcomes, implementing improvements to enhance service quality, efficiency, and user satisfaction.
- Provide operational leadership during major incidents, service disruptions, and priority support activities, coordinating resources and stakeholder communications as required.

Technical Leadership and Escalation

- Provide hands-on technical expertise for complex, high-priority, or sensitive issues requiring advanced troubleshooting and resolution.
- Act as the primary escalation point for the Melbourne Office environment, coordinating with technology teams and service providers to achieve timely and effective outcomes.

Stakeholder Engagement and Customer Experience

- Build and maintain productive relationships with business stakeholders, users, technology teams, and executive support customers.
- Act as the local point of contact for service-related matters, ensuring customer needs and operational priorities are appropriately balanced.
- Collaborate with stakeholders to identify service improvement opportunities and support organisational objectives.

ICT Asset, Vendor and Resource Management

- Oversee the lifecycle management of end user computing assets, including procurement, deployment, maintenance, refresh, inventory management, and secure disposal, ensuring compliance with agency policies and security requirements.
- Manage relationships with ICT vendors and service providers, monitoring service performance and supporting procurement, contract management, and operational service delivery activities.

Governance, Risk and Continuous Improvement

- Ensure support services operate in accordance with agency policies, security requirements, governance frameworks, WHS obligations, and ITIL-based service management practices.
- Identify and manage operational risks, support business continuity activities, and contribute to reporting on service performance, workforce metrics, and operational outcomes.
- Lead continuous improvement initiatives, including process optimisation, automation, self-service capabilities, and the development of operational documentation and knowledge resources.

Service Transition and Change

- Support the successful transition of new or changed services into production, ensuring operational readiness, supportability, and effective knowledge transfer.

- Contribute operational expertise to projects, technology uplift initiatives, and change activities to support successful implementation and ongoing service delivery.

Eligibility
Notes

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To Apply

Position Contact	Lachlan Brown, n/a
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774012

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	Senior Data & Geospatial Engineer
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019851
Agency Website	

Job Description

https://bomcareers.nga.net.au/

This role is responsible for leading the design, development, and delivery of scalable, secure, and high-performing data solutions that support key organisational initiatives and strategic outcomes. Operating within a modern, cloud-enabled data environment, the position provides technical leadership across data engineering practices, ensuring alignment with enterprise data strategy, architecture standards, and governance requirements.

The role drives the implementation and optimisation of data pipelines and integration processes (batch and real-time), leveraging the organisation’s enterprise data platform (including Cloudera) to enable reliable data ingestion, storage, and processing. It plays a critical part in shaping platform capability by evaluating emerging technologies and continuously enhancing engineering standards, patterns, and delivery practices.

Working collaboratively with business stakeholders, architects, and cross-functional teams, the position translates complex business requirements into fit-for-purpose data solutions and supports end-to-end delivery of data products. The role also contributes to DevSecOps practices, automation, and observability, ensuring solutions are robust, production-ready, and aligned with compliance, security, and governance frameworks.

In line with APS Executive Level 1 expectations, the position requires strong leadership, sound judgement, and the ability to manage competing priorities in a fast-paced environment. It also focuses on building organisational capability through mentoring, fostering continuous improvement, and maintaining strong stakeholder relationships to ensure data platforms meet current and future needs.

Duties

- Lead the design and delivery of data solutions to support key delivery initiatives, ensuring alignment with enterprise data strategy, enterprise architecture standards, and organisational priorities.
- Design, develop and maintain data pipelines and ETL/ELT processes using modern data platforms, supporting both batch and real-time data integration use cases.
- Design, implement and maintain data solutions leveraging the Bureau's Cloudera-based enterprise data platform, ensuring scalable, secure and governed data ingestion, storage and processing; and provide expert advice on, and evaluate, emerging technologies and tooling to ensure data platforms remain fit-for-purpose and aligned to future organisational needs.
- Optimise data processing workflows to improve performance, cost efficiency, scalability, and reliability across cloud-based and hybrid data platforms.
- Provide technical leadership in data engineering practices, establishing and embedding standards, patterns, and best practices for data integration, data modelling, and pipeline development.
- Collaborate closely with business stakeholders, product owners, and enterprise and solution architects to translate business requirements into fit-for-purpose data solutions, ensuring alignment with enterprise architecture and long-term platform direction.
- Engage with cross-functional teams (including data scientists, analysts, application teams, and platform engineers) to support end-to-end delivery of data products and services.
- Support delivery lifecycle activities, including planning, estimation, implementation, testing, deployment, and transition to operations, ensuring solutions are production-ready and supportable.
- Provide expert advice and recommendations on data platform capabilities, emerging technologies, and toolsets to continuously enhance the organisation's data engineering capability and platform maturity.
- Mentor and guide junior engineers and team members, fostering capability uplift in modern data engineering techniques, tools, and practices.
- Ensure data solutions align with governance, security and compliance requirements, including data quality, metadata management, lineage, and auditing standards.
- Contribute to continuous improvement of delivery processes and engineering practices, supporting DevSecOps, automation, and observability across data platforms.
- Manage competing priorities and deliver outcomes in a complex, fast-paced environment, exercising sound judgement and accountability consistent with APS EL1 expectations.
- Build and maintain strong working relationships across the organisation, working closely with business areas to ensure data platforms and solutions meet current and future needs and support strategic outcomes.
- Undertake additional duties as required, consistent with the classification, and demonstrate commitment to APS Values, Code of Conduct, and workplace health and safety obligations.
- Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility
Notes

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To Apply

Position Contact	Philip Grainger-Smith, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774014

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	Senior Business Systems Specialist - GRC
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019852
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Senior Business Systems Specialist is responsible for providing specialist expertise, technical leadership, and strategic oversight of the Bureau's Governance, Risk and Compliance (GRC) platform and associated business processes. The role works closely with business stakeholders, risk owners, governance teams, vendors, and technology teams to ensure the platform effectively supports the Bureau's risk management, compliance, assurance, and governance objectives.

The position plays a key role in the administration, configuration, enhancement, and continual improvement of the Protecht platform, ensuring it remains aligned with organisational requirements, industry best practice, and evolving business needs. The role is responsible for leading solution design, platform optimisation, reporting, integrations, and capability uplift initiatives to maximise the value delivered through the Bureau's investment in governance, risk, and compliance technologies.

The successful candidate will combine strong business analysis, stakeholder engagement, and platform expertise with the ability to lead complex initiatives, influence decision-making, and deliver sustainable business outcomes across technical and non-technical domains.

Duties

- Lead administration, configuration, enhancement, and continual improvement of the Bureau's Protecht platform and associated governance, risk, and compliance capabilities.

- Provide specialist advice and technical leadership on platform capabilities, solution design, governance processes, reporting, workflow automation, and business improvement opportunities.
- Work closely with business stakeholders to understand requirements and design fit-for-purpose solutions that support risk management, compliance, assurance, audit, incident management, and governance activities.
- Lead the design, implementation, and optimisation of workflows, forms, registers, reporting, dashboards, notifications, and automation capabilities within the platform.
- Drive the continual improvement and maturity of governance, risk, and compliance processes through effective use of technology, reporting, and business insights.
- Act as a senior escalation point for complex platform issues, incidents, defects, and enhancement requests, coordinating resolution activities with vendors and support partners as required.
- Develop and maintain platform governance, standards, documentation, configuration records, and operating procedures to support effective platform management and compliance.
- Lead technical investigations, solution assessments, proof-of-concepts, and recommendations relating to platform enhancements, integrations, and future capability requirements.
- Develop and deliver reporting, analytics, and insights that support organisational risk management, compliance monitoring, assurance activities, and executive decision-making.
- Collaborate with vendors, implementation partners, and internal technology teams to deliver platform upgrades, enhancements, integrations, and support services.
- Support procurement, vendor management, and commercial activities associated with the ongoing operation and enhancement of the platform.
- Lead user adoption, training, and change management activities, including the development of user guidance materials, knowledge articles, and supporting documentation.
- Mentor and support other team members by providing technical guidance, knowledge sharing, and leadership in platform administration and solution delivery practices.
- Build and maintain productive relationships with stakeholders across the Bureau, including risk owners, business representatives, governance teams, auditors, and technology teams.
- Maintain awareness of emerging trends, technologies, regulatory requirements, and industry best practices relating to governance, risk, compliance, and enterprise platform management.
- Contribute to strategic planning, platform roadmaps, and capability uplift initiatives that support the Bureau's governance, risk, and compliance objectives.
- Comply with all Bureau work health and safety policies and procedures and take reasonable care for your own health and safety and that of employees, contractors, and visitors who may be affected by your conduct.

Eligibility
Notes

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provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Helen Tran, n/a
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774017

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	ERP Technology Specialist
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019853
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The ERP Technology Specialist provides technical expertise to administer, support, enhance and continually improve the Bureau's ERP platforms and associated technologies. This includes supporting business-as-usual services, system enhancements, integrations, upgrades and project initiatives to ensure ERP services remain secure, reliable and aligned with business needs.

Working collaboratively with business stakeholders, functional specialists, vendors and technical teams, the role designs, implements and supports practical ERP technology solutions. It resolves complex technical issues, contributes to platform improvement, and supports the ongoing evolution of the Bureau's ERP environment.

Duties

- Manage and optimise the Bureau's ERP platforms and associated technologies to maintain secure, stable, available and business-aligned services.
- Advise on ERP platform decisions, solution design, risk assessments, operational planning and investment priorities.
- Translate HR and Finance business requirements into practical, sustainable ERP technology solutions with functional specialists, stakeholders, vendors and technical teams.
- Configure, develop, test, implement and support ERP components, integrations, interfaces, workflows, reports and platform services.
- Design, build and support SAP BTP applications, extensions, workflows, automations, APIs and integrations in line with clean-core and architecture principles.

- Plan and deliver enhancements, upgrades, releases, patches and project initiatives across the ERP technology landscape.
- Monitor platform health, performance and availability, and resolve complex incidents, defects and service requests in line with service and governance requirements.
- Assess impacts, analyse requirements, estimate effort and evaluate options to support informed decisions and effective delivery.
- Maintain technical documentation, configuration records, support procedures, knowledge articles and operational standards to strengthen service continuity.
- Apply security, audit, risk, change, release, transport, environment and access management controls across ERP platforms, BTP services and related solutions.
- Engage internal and external stakeholders to anticipate client needs, clarify issues and communicate technical advice clearly.
- Improve platform performance, automate processes, reduce technical debt and strengthen operational efficiency.
- Support platform lifecycle management, modernisation, cloud adoption and technology transformation in line with Bureau and vendor roadmaps.
- Coach and guide team members through technical leadership, knowledge sharing and capability uplift activities.
- Comply with Bureau work health and safety policies and take reasonable care for your own safety and the safety of others.
- Apply the Bureau’s Social Commitment to Diversity and Inclusion through respectful and culturally aware workplace practices.

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 advertising agency.

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To Apply

Position Contact	Helen Tran, n/a
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774027

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	Senior Digital Workplace Engineer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019857 & 60019858
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Senior Digital Workplace Engineer provides technical leadership and specialist advice across the Bureau's Microsoft Digital Workplace environment. The role translates organisational priorities into secure, practical and sustainable technology solutions that improve staff experience and support effective ways of working.

Working collaboratively with business stakeholders, technical teams, vendors and support partners, the role influences outcomes, contributes to technology projects, resolves complex

issues and delivers reliable, user-centred services. The role also identifies opportunities to modernise services and improve operational efficiency across the Bureau.

Duties

1. Provide technical leadership and specialist advice across the Bureau's Digital Workplace environment, translating organisational priorities into secure, practical and sustainable technology solutions that improve staff experience and support effective ways of working.
2. Advise and guide staff on the best ways to use digital workplace tools to help staff collaborate, communicate, and complete their work effectively.
3. Provide technical advice on data and security matter related to specific governance tools, such as Microsoft Purview, and GovTeams and GovPlace.
4. Exercise sound judgement in analysing complex technical, operational and governance issues, identifying options, risks and impacts, and recommending fit-for-purpose solutions that support reliable and compliant service delivery.
5. Lead the assessment, design, implementation and optimisation of Microsoft 365, Power Platform, intranet and related workplace technology solutions, ensuring alignment with enterprise architecture, cyber security requirements, operational standards and business needs.
6. Provide expert advice on Microsoft 365 and intranet governance, strengthening controls, supporting content owners and creators, and enabling safe, effective use of collaboration and productivity tools.
7. Plan and support the delivery of technology projects, upgrades, migrations, modernisation initiatives and platform lifecycle activities, balancing competing priorities and contributing to timely, quality outcomes.
8. Lead the development of sustainable support models for Digital Workplace services at project completion, including support requirements, funding implications, resourcing needs, transition arrangements and operational ownership.
9. Collaborate with business stakeholders, technical and delivery enablement teams, vendors and support partners to understand requirements, influence outcomes, resolve issues and deliver reliable, user-centred technology services.
10. Communicate Digital Workplace strategies, priorities and changes clearly to Bureau staff and stakeholders, building understanding, engagement and commitment to intended outcomes.
11. Act as a senior escalation point for complex technical incidents, service requests and operational issues, providing expert guidance, coordinating resolution activities and supporting service continuity.
12. Prepare clear technical reports, recommendations, briefing materials, standards, procedures and knowledge articles to support management decision-making, consistent delivery and knowledge sharing.
13. Provide mentoring, technical guidance and knowledge sharing to team members, supporting capability uplift, good judgement and consistent delivery practices.
14. Maintain awareness of emerging technologies, industry trends and best practice relating to workplace technologies, and identify opportunities for innovation and improvement.
15. Comply with all Bureau work health and safety policies and procedures and take reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
16. Apply the Bureau's Social Commitment to Diversity and Inclusion through respectful and culturally aware workplace practices.

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 advertising agency.

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To Apply

Position Contact	Helen Tran, n/a
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774028

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	Procurement Support Services Specialist
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019854
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Procurement Support Services Specialist provides specialist support to enable the effective planning, coordination and delivery of procurement and commercial activities across the organisation. The role works closely with business areas, procurement specialists and stakeholders to support the procurement lifecycle, ensure compliance with policies and procedures, and facilitate the timely acquisition of goods and services.

The position contributes to the efficient management of procurement processes, contract administration, supplier engagement and commercial reporting while supporting continuous improvement in procurement practices and organisational outcomes.

Duties

- Lead and coordinate complex procurement activities from planning and sourcing through to contract establishment and administration, ensuring alignment with the Commonwealth Procurement Rules (CPRs), organisational policy, and strategic objectives.
- Provide authoritative, risk-based advice to stakeholders on procurement strategies, processes, policies, procedures and documentation requirements, influencing sound decision-making and ensuring compliance.
- Develop, review and endorse high-quality procurement documentation, including procurement plans, approach to market documentation, evaluation plans, approval briefs and contract artefacts, ensuring they are fit-for-purpose and audit-ready.
- Oversee and support procurement evaluations, supplier engagement and contract negotiations, exercising sound judgement to manage risk, probity and value-for-money outcomes.

- Monitor and manage procurement activities and contract milestones, proactively identifying risks and ensuring timely delivery against agreed obligations and performance expectations.
- Ensure integrity and compliance of procurement and contract records, maintaining accurate, complete and defensible documentation aligned with governance, audit and reporting requirements.
- Lead supplier and contract management activities, including performance monitoring, reporting, contract variations, extensions and renewals, ensuring delivery against agreed outcomes and continuous improvement.
- Design and deliver procurement reporting, dashboards and performance metrics, providing insights to support executive decision-making and organisational oversight.
- Identify, assess and manage procurement risks, issues and opportunities, implementing mitigation strategies and driving continuous improvement initiatives across procurement practices.
- Build and sustain strategic relationships with stakeholders, suppliers and service providers, demonstrating leadership, negotiation and influence to achieve successful procurement outcomes.
- Oversee financial management activities related to procurement, including purchase orders, invoicing, expenditure tracking and forecasting, ensuring alignment with budget, financial controls and governance requirements.
- Drive continuous improvement of procurement processes, systems, templates and capabilities, contributing to uplift in organisational maturity, efficiency and compliance.
- Provide leadership and guidance to team members and stakeholders, fostering capability development, knowledge sharing and a culture of accountability and excellence.
- Undertake other duties as directed, consistent with the classification and organisational priorities.
- Commitment to APS Values, Employment Principles, Code of Conduct, and the Bureau Way.
- Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

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 advertising agency.

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To Apply

Position Contact	Megan Roussel, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774029

Bureau of Meteorology

Closing Date:Tuesday 10 November 2026

Data & Digital
Information Technology Services

Job Title	Tooling, Platform and DevOps Engineer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	$121,755 - $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 working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60019855
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Technical Lead is responsible for providing technical leadership, guidance and oversight across a portfolio of business-critical applications and technology services. The role leads the design, implementation, enhancement and support of technology solutions, ensuring they are secure, reliable, scalable and aligned with business objectives and enterprise architecture standards.

Working closely with business stakeholders, delivery teams, vendors and service providers, the Technical Lead is responsible for translating business requirements into effective technical solutions and ensuring the successful delivery of projects, operational improvements and sustainment activities. The role provides technical direction to multidisciplinary teams, supports strategic planning and contributes to the ongoing evolution of technology capabilities across the organisation.

The position plays a key role in driving technical excellence, managing risks and dependencies, and ensuring solutions are delivered in accordance with governance, security and compliance requirements. As a technical specialist, the Technical Lead provides expert advice and supports the continuous improvement of systems, processes and ways of working to achieve positive business outcomes.

Duties

1. Lead and oversee the governance of software licensing across Application Services, ensuring a comprehensive, accurate and auditable licensing position.
2. Lead and coordinate licensing audits and assurance activities, providing regular, high-quality reporting to senior stakeholders on compliance posture, risks and opportunities.
3. Provide strategic advice and direction on software licensing procurement, partnering with Application Sourcing to optimise value, manage risk and support future capability needs.
4. Drive compliance with enterprise governance frameworks, working with system owners and custodians to ensure alignment with Bureau policies, standards and regulatory requirements.
5. Develop and maintain forward-looking licensing roadmaps in collaboration with Application Lifecycle teams, identifying risks, opportunities and alignment with organisational priorities.
6. Deliver transparent, data-driven reporting and insights on license usage, enabling informed decision-making by users, system owners and executives.
7. Collaborate with DevSecOps and Architecture functions to shape tooling and platform roadmaps, ensuring alignment with strategic technology direction and DDG priorities.
8. Lead and manage projects and initiatives to strengthen licensing governance, compliance and optimisation outcomes across the Bureau.Other duties as required to contribute to IT Services program outcomes.
9. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility
Notes

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To Apply

Position Contact	Simon Borysiewicz, N/A
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774056

Bureau of Meteorology

Closing Date:Thursday 12 November 2026

Australian Climate Service

Job Title	Head of the Australian Climate Service
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Darwin NT, Adelaide SA, Brisbane QLD, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Senior Executive Service Band 2
Position Number	60016548
Agency Website	

Job Description

https://bomcareers.nga.net.au/

The Head of the Australian Climate Service leads a nationally significant, multi-agency capability that brings together climate and natural hazard data, intelligence and expertise to support better national planning, preparedness, response, recovery and resilience.

Reporting to the Bureau of Meteorology’s Chief Executive Officer, the role provides strategic and operational leadership of the Australian Climate Service, including its partnership model, governance arrangements, future strategy, delivery performance, stakeholder relationships and reputation.

The successful candidate will be an accomplished senior executive with outstanding customer, stakeholder and partner engagement skills, a strong service and solution-oriented mindset, and a demonstrated record of delivering major programs in complex multi-agency and multi-customer environments. They will be able to work effectively across Commonwealth, state and territory governments, industry and the community, and communicate with influence from technical experts through to the highest levels of government.

Duties

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

1. Lead the strategic direction and long-term evolution of the Australian Climate Service, positioning the Service to address emerging national priorities and maximise its impact on climate adaptation, disaster risk reduction and resilience.

2. Provide strategic and operational leadership of the Australian Climate Service, ensuring delivery of agreed outcomes and the effective stewardship of resources in alignment with government priorities and governance expectations.

3. Lead collaboration across decision-makers, partners and stakeholders to establish clear goals, outputs, delivery plans, monitoring and reporting systems, and regular review and improvement processes.

4. Build and sustain trusted relationships with senior leaders across government, industry, research and the broader climate risk ecosystem, providing authoritative strategic advice and leading engagement that strengthens confidence in the Australian Climate Service, shapes national priorities and maximises the impact and value of its capability.

5. Provide stewardship of Australia's climate risk information capability, including promoting nationally consistent approaches, standards, frameworks and partnerships that improve the quality, accessibility and use of climate risk information.

6. Coach, mentor and lead Australian Climate Service team members and partner contributors to operate as an effective, collaborative and high-performing unit.

7. Drive organisational performance, capability, workforce planning and resource stewardship to ensure the Australian Climate Service remains effective, sustainable and positioned to meet future demands.

8. Lead strategic risk management and assurance activities, proactively identifying and mitigating risks to delivery, stakeholder confidence and the Service’s reputation, including managing interdependencies and resolving complex issues.

9. Lead the team in complying with Bureau work health and safety requirements and model ongoing commitment to the APS Values, Employment Principles, Code of Conduct, diversity and inclusion.

10. Complying with all bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Qualifications and experience

Mandatory

• Demonstrated SES Band 2 leadership in complex public sector, science, policy, data or service delivery environments.

• Proven ability to set strategic direction, influence senior decision-makers and deliver outcomes of national significance.

• Experience leading across organisational boundaries to align diverse stakeholders around shared priorities and outcomes.

• Demonstrated capability to establish, mature and steward organisations, systems, partnerships or national capabilities, including governance, risk and assurance arrangements.

• Proven ability to create organisational clarity and direction, translating complex information and competing priorities into practical strategies, decisions and sustained organisational performance.

• Proven ability to build high-performing teams and lead through complexity, ambiguity, change and organisational growth.

• Demonstrated commitment to APS Values, Employment Principles, integrity, diversity and inclusion, and work health and safety.

Desirable

• Experience in climate risk, natural hazards, resilience, environmental management, public policy, science, technology, data or related fields.

• Experience leading or contributing to the establishment, maturation or stewardship of a national capability, major partnership, networked organisation or complex multi-agency initiative.

• Experience working across Commonwealth, state and territory governments, including influencing policy, investment, operational or service delivery outcomes.

• Experience translating evidence, analysis and stakeholder insights into strategic direction, priorities, frameworks or decision-making guidance.

• Experience engaging effectively with industry, research organisations, communities and other stakeholders to support outcomes of national significance.

Notes

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To Apply

Position Contact	Stuart Minchin, Executive_Secretariat@bom.gov.au
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the Environment and Water

Vacancy VN-0773812

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Sunday 08 November 2026

Parks Australia
Chief Financial Officer & Corporate Services Finance

Job Title	Asset Accountant and Management Accountant
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	$99,734 - $112,044
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 - a mixed working arrangement about where the employee will work - it can be a combination of working from home, working onsite and working rem
Classification	APS Level 6
Position Number	2026/2167
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au

Who we are

Australia’s natural and cultural heritage is unique. Our land and seascapes are distinctive, home to plants and animals found nowhere else in the world, and to some of the oldest living cultures on earth. These environments and cultures are an essential part of our national identity, and visitors travel from across the country and the world to experience them. The Director of National Parks (the Director) is responsible for six national parks, the Australian National Botanic Gardens, 58 Australian Marine Parks and the Heard Island and McDonald Islands Marine Reserve established under the Environment Protection and Biodiversity Conservation Act 1999. Parks Australia is the federal park agency that supports the Director, and they are a division of the Department of Climate Change, Energy, the Environment and Water (the Department). We work to showcase these natural and cultural wonders to the world, demonstrating to all why these places are so special, and inspiring communities to become more invested in their care and future.

The CFO and Corporate Services Branch support Parks Australia and the Director with enabling functions. This includes but is not limited to finance, governance, communications, media, Indigenous employment, assets, property, security, procurement, assurance, business continuity and risk.

The Parks Finance section provides advice, assistance, and support to staff across financial accounting, budgeting, end of month, reporting, asset accounting, system accounting, and

treasury activities. This section is made up of three teams covering these functions including the Financial Accounting team, Management Accounting team, and Treasury and Asset Accounting team.

For more information about us please visit our website.

Duties

As an APS 6 Asset Accountant you will:

- Establish, maintain and manage assets within the financial management information system, finalising capital projects, capitalising assets, and managing asset disposals and adjustments in accordance with accounting standards and internal procedures.
- Prepare and post journals for asset expenditure and asset related adjustments, including both capital, balance sheet, and operating entries.
- Contribute to month-end processes, including processing depreciation, reviewing works in progress, and posting accounting entries.
- Develop and maintain capital budget allocations and relevant funding, as well as monitoring and analysing project financials.
- Provide expert guidance to stakeholders on asset management practices aligned with Australian Accounting Standards and internal policies.
- Contribute financial data and analysis to support briefs, Senate Estimates, Questions on Notice, and other official communications.
- Assist in the asset stocktake, impairment assessments, and valuation cycles. Support the annual audit process, including preparation of documentation and responses to audit queries.
- Contribute to the ongoing continuous improvement activities within the section.
- Other ad hoc duties as required by the Finance Business Partner and Deputy CFO to support the broader finance team.

As an APS 6 Management Accountant you will:

- Support the Finance Business Partner, Deputy CFO and CFO to allocate and manage the organisation’s budget, in line with strategic priorities, risks and outcomes.
- Support the Finance Business Partner to inform and develop strategic advice for managing financial performance, budget, and resources across business areas.
- Support the Finance Business Partner in collaboration with business areas to undertake budget development, integrated and aligned with operational plans, and within-year forecast management in support of comprehensive financial management.
- Leading budgeting, forecasting and reporting activities with business areas with the organisation’s financial management information system (TechnologyOne).
- Perform other end of month activities, including journal preparation, accounting adjustments, transaction analysis, variance analysis, reconciliations, explanations and insights, and regular and ad hoc reports production and submissions.
- Perform other accounting tasks including, but not limited to, extracting reports, reconciliations, running and reviewing system accounting processes.
- Support the Finance Business Partner in monthly discussions and other ad-hoc financial briefings to senior leaders of business areas.
- Support the annual audit process, including preparation of documentation and responses to audit queries.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from the relevant job posting on our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Helene Hansen, (07) 2114 0541
Agency Recruitment Site	https://dcceewjobs.nga.net.au

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Climate Change, Energy, the Environment and Water

Vacancy VN-0773872

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Monday 09 November 2026

Office of the Supervising Scientist
Office of the Supervising Scientist Science Facilitation

Job Title	Science Communication Officer
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	$99,734 - $112,044
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	employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 6
Position Number	2026/2473
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au

Who we are

The Office of the Supervising Scientist (OSS) ensures the protection of the Alligator Rivers Region, including Kakadu National Park, and the local communities from the effects of uranium mining by undertaking environmental research and monitoring, participating in and overseeing the regulatory process and developing standards and practices for environmental protection.

The Science Facilitation Team provides high quality business, operational and governance support to the Office of the Supervising Scientist. This includes providing secretariate and coordination support to the Alligator Rivers Region Technical Committee and the Alligator Rivers Region Advisory Committee as well as maintaining the OSS intra and internet presence.

For more information about us please visit our website.

Duties

- Coordinate the management of the OSS intranet and internet pages.
- Provision of secretariat services to the Alligator Rivers Region Technical Committee and the Alligator Rivers Region Advisory Committee, including meeting coordination and committee governance arrangements, ensuring all statutory requirements and obligations are met.
- Coordinating Departmental information requests and activities.
- Assisting with the preparation of high-quality briefing material including Ministerial submissions and Senate estimates briefs and undertake other high-level policy and coordination tasks as required.
- Maintain the OSS linkedIn and Facebook presence. Provide assistance with wider section tasks including communications, records management planning and reporting arrangements.

Eligibility

Eligibility and other requirements

Hold and maintain a valid Australian **motor vehicle drivers licence**

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	David Jan, 0429 407 499
Agency Recruitment Site	https://dcceewjobs.nga.net.au

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Climate Change, Energy, the Environment and Water

Vacancy VN-0773965

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Thursday 19 November 2026

Parks Australia
Kakadu National Park Tourism and Visitor Services

Job Title	Seasonal Interpretative Ranger
Job Type	Full-Time, Non-Ongoing
Location	Kakadu NT
Salary	$57,497 - $79,747
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	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 1;APS Level 2;APS Level 3
Position Number	2026/2498
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=B3BEBD4E-B178-A371-532D-ED66E25C2713

Affirmative measure employment - Indigenous employment

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 Islander people.

If you are found suitable and offered a position, you will need to provide evidence of your eligibility for affirmative measure employment when the formal written offer is made.

For more information about affirmative measure employment, see Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for applicants | Australian Public Service Commission.

Who we are

Kakadu National Park is one of Australia's most remarkable places, recognised internationally for both its outstanding natural environment and its rich Aboriginal cultural heritage. Visitors from around the world come to experience its landscapes, wildlife, history and living culture.

Parks Australia is the federal agency responsible for managing Australia's national parks and marine parks. We work to protect these special places while creating meaningful experiences that help people connect with and appreciate Australia's natural and cultural heritage.

Kakadu is jointly managed by Traditional Owners and Parks Australia. This partnership ensures the park's natural and cultural values are protected and shared with visitors in a way that respects the knowledge, traditions and aspirations of First Nations people.

The Tourism and Visitor Services team helps bring Kakadu to life for visitors. We manage visitor centres, provide information and assistance, deliver interpretation and educational programs, and work with tourism operators, stakeholders and Traditional Owners to create memorable and authentic visitor experiences across the park.

Duties

Under the general supervision and at the direction of the Visitor and Community engagement Officer, the Seasonal Interpretive Ranger is an experienced guide or educator who engages, educates and inspires large groups of international and domestic visitors by delivering guided walks, presentations and activities that lead to greater understanding and appreciation of the natural and cultural values of World Heritage-listed Kakadu National Park.

Key responsibilities:

- Deliver face-to-face interpretive presentations, including talks, walks, slideshows, and cultural and educational activities, focusing on the natural and cultural values of Kakadu for audiences of approximately 30 people.
- Lead interpretive services for specialist groups such as research, school and educational groups, media crews, and other stakeholders.
- Represent Parks Australia at trade shows and expos, showcasing the unique attributes of Kakadu.

- Research and develop accurate and timely interpretive content and materials.
- Provide regular information to various park stakeholders and information providers to support Park promotion.
- Collect and record visitor data to complete administrative records.
- When required, assist the team at the Bowali Visitor Centre with visitor enquiries and Park pass sales.
- Supervise and mentor developing interpreters, providing feedback and guidance.
- Maintain and update Tourism and Visitor Services equipment and promotional materials.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

Additional requirements

- Hold a current Apply First Aid Certificate or have the ability to obtain this qualification.
- Hold and maintain a current manual driver’s licence and ability to drive a 4WD vehicle.
- The ability to obtain and maintain a working with children and vulnerable people check.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department’s uniform policy.

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 advertising agency.

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Marie-Claire Bergman, 0400 862 357
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=B3BEBD4E-B178-A371-532D-ED66E

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Climate Change, Energy, the Environment and Water

Vacancy VN-0774047

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Thursday 12 November 2026

Finance (CFO)
Financial Services Travel and Credit Card

Job Title	Domestic Travel and Credit Card Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	$80,371 - $87,496
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	Employee will be expected to work in the office or onsite in any of the location/s specified.
Classification	APS Level 4
Position Number	2026/2601
Agency Website	https://www.dcceew.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=3BB98E41-855C-CD23-7CEE-ED6757CC826B

The Finance Division supports the department to be efficient, effective, and financially sustainable through our advice and services to the department. The division provides financial and management advice and support to the department, the offices of the ministers and assistant ministers. The division delivers on business objectives through the provision of high-quality customer service, advice and support, with consideration to the government's tight fiscal environment, its policy objectives and the department's imperative to maintain financial sustainability.

The Financial Services Branch is responsible for ensuring a high-quality financial environment for the department through robust governance, policy and processes. The branch delivers financial operations, financial policies and frameworks, procurement and contract management, grants, accounts payable and receivable, treasury management, travel and credit card management.

The position is within the Travel and Cards Team. The Travel and Cards Team are responsible for providing travel, corporate credit card and expense management system advice and support to the department.

Duties

Key duties of the position include:

- Responding to credit card and domestic travel helpdesk queries via email and phone.
- Providing basic Expense8 support i.e, assisting with travel and credit card acquittals and profile management.
- Providing advice from the department's Domestic and International Travel Policies and Commonwealth Credit Cards Policy.
- Contributing to business planning and ongoing business improvements.
- Processing new credit card applications.
- Managing credit card accounts and making updates where required.
- Communicating with internal and external stakeholders via phone, email and Microsoft Teams.
- Maintaining traveller profiles.
- Producing and analysing regular and ad-hoc reports.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a

National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling. A merit pool for filling the same or similar position may be established at the conclusion of this selection process.

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Shelley Yeatman, 1300 722 959
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=3BB98E41-855C-CD23-7CEE-ED67

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Climate Change, Energy, the Environment and Water

Vacancy VN-0773836

National Environmental Protection Agency

Closing Date:Wednesday 11 November 2026

Environmental Permitting and Compliance
Waste, Environmental Permits and Advice Environmental Contamination
Advice and Standards

Job Title	APS6 Senior Contaminated Sites Assessment Officer
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA, Hobart TAS, Darwin NT, Perth WA, Canberra ACT
Salary	$99,734 - $112,044
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	2026/2512
Agency Website	http://www.nationalepa.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=71124D5D-5DCD-B5C3-8DE5-ED65F361CF30

The **Environmental Permitting and Compliance Division (EPCD)** is responsible for administering legislation and regulatory schemes designed to protect Australia's land, water, air, wildlife and heritage. These schemes are integral to sustainable stewardship and cover international wildlife trade, air quality, waste management, sea dumping, and contaminated sites. We also have additional compliance and enforcement responsibilities for underwater cultural heritage.

The **Waste, Environmental Permits and Advice Branch** delivers government priorities across a number of sections to regulate waste exports, hazardous waste, the national television and computer recycling scheme, air quality emission standards, environmental contamination and sea dumping. We work to conserve, protect and sustainably manage our environment for the benefit of the Australian and international community.

The **Environmental Contamination Advice and Standards Section** provides scientific and technical advice to Commonwealth entities and other stakeholders, helping them understand environmental contamination risks, assess options and make informed decisions to identify, manage and remediate contaminants including asbestos, biological agents, dioxins, heavy metals, PCBs, per- and poly-fluoroalkyl substances (PFASs), pesticides, radionuclides, and unexploded ordnance. The section also leads delivery of a range of key environmental initiatives including:

- leading Commonwealth implementation of the National Environment Protection (Assessment of Site Contamination) Measure 1999 (ASC NEPM)
- coordination and development of national environmental guidance and standards
- national coordination of the PFAS National Environmental Management Plan.

For more information about us please visit our website.

Duties

The duties of the role include:

- Under limited supervision, provide technical advice on site and other contamination, including asbestos, pesticides, dioxins, PCBs, heavy metals and PFAS.
- Under limited supervision, undertake investigation, assessment, research, analysis, and evaluation of technical information and / or scientific data describing site contamination and chemicals management
- Under supervision, contribute to stakeholder engagement activities, including collaboration with Commonwealth, state / territory governments, local governments, industry, and researchers
- Demonstrated ability to work with others to develop creative and practical team-based solutions
- Demonstrated ability to identify key issues and respond rapidly to changes while managing competing priorities
- Contribute to the work of the Section, including meetings, workshops, briefings, submissions, and correspondence, and record keeping, including provision of support for section projects and activities.

For detailed information about the job-specific capabilities for this role, **please view the Job Description** which can be downloaded from the relevant job posting on our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the National Environmental Protection Agency you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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

About the National Environmental Protection Agency

We are Australia's national environmental regulator and were established on 1 July 2026. The National EPA brings together regulatory functions of Australia's national environmental laws into one independent agency. This includes the assessment and approvals functions of the updated Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). We deliver transparent, timely, and evidence-based environmental regulation. We are a non-corporate Commonwealth entity lead by a Chief Executive Officer and part of the environment portfolio of the Australian Government.

To Apply

Position Contact	Edward Cuenca, 0421499157
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=71124D5D-5DCD-B5C3-8DE5-ED65

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Climate Change, Energy, the Environment and Water

Vacancy VN-0773875

National Environmental Protection Agency

Closing Date:Wednesday 11 November 2026

Environmental Permitting and Compliance
Waste, Environmental Permits and Advice Hazardous Waste and NTCRS

Job Title	APS5 Permit Officer/Regulatory Officer
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW, Darwin NT
Salary	$88,834 - $96,829
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, Darwin
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 5
Position Number	2026/2579
Agency Website	http://www.nationalepa.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=BF7D5993-F5C7-75F6-F5A5-ED65F3565F82

The Environmental Permitting and Compliance Division (EPCD) is responsible for administering legislation and regulatory schemes designed to protect Australia's land, water, air, wildlife and heritage. These schemes are integral to sustainable stewardship and cover international wildlife trade, air quality, waste management, sea dumping, and contaminated sites. We also have additional compliance and enforcement responsibilities for underwater cultural heritage. Our division is comprised of the Wildlife Trade and Regulatory Capability Branch, the Compliance and Enforcement Branch and the Waste Environmental Permits Advice Branch.

The Waste and Environmental Permits Advice Branch delivers government priorities across a number of sections to regulate waste exports, hazardous waste, the national television and computer recycling scheme, air quality emission standards, environmental contamination and sea dumping. We work to conserve, protect and sustainably manage our environment for the benefit of the Australian and international community.

The Hazardous Waste and National TV and Computer Recycling Scheme Section operates a permitting system to ensure that hazardous wastes being moved across international boundaries are transported and processed in a manner that protects the environment and human health, with the prior informed consent of all countries involved in the movement. The permit system under the Hazardous Waste (Regulation of Exports and Imports) Act 1989 fulfils Australia’s international obligations under the Basel Convention. The section also administers the National TV and Computer Recycling Scheme, a co-regulatory product stewardship scheme which provides free nationwide collection and recycling services for end-of-life televisions and computer equipment, keeping electronic waste out of landfill, and recovering valuable materials for reuse.

For more information about us please visit our website.

Duties

The National EPA is seeking an APS 5 level Officer for the Hazardous Waste and National TV and Computer Recycling Scheme (NTCRS) Section. The job will involve managing, triaging and responding to enquiries, researching and preparing briefs and related correspondence for delegate review and approval, and recordkeeping and database maintenance tasks, in either the hazardous waste permitting or NTCRS teams. The duties of the role include:

- Under supervision, managing a portfolio of communication and assessment tasks, ensuring that all necessary documentation is provided, liaising with applicants and other stakeholders, and triaging and responding to enquiries
- Under supervision, conducting investigation, research, and evaluation of technical information, and preparing briefs for delegate approval
- Under supervision, contributing to stakeholder engagement activities, including collaboration with Commonwealth, state / territory governments, and industry
- Working with others to develop creative and practical team-based solutions
- Identifying key issues and responding rapidly to changes while managing competing priorities
- Contributing to the work of the Section, including meetings, workshops, briefings, submissions, correspondence, record keeping, and provision of support for section projects and activities.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from the relevant job posting on our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the National Environmental Protection Agency you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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

About the National Environmental Protection Agency

We are Australia's national environmental regulator and were established on 1 July 2026. The National EPA brings together regulatory functions of Australia's national environmental laws into one independent agency. This includes the assessment and approvals functions of the updated Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). We deliver transparent, timely, and evidence-based environmental regulation. We are a non-corporate Commonwealth entity lead by a Chief Executive Officer and part of the environment portfolio of the Australian Government.

To Apply

Position Contact	Sam Margerison, (02) 5162 2379
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=BF7D5993-F5C7-75F6-F5A5-ED65F

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Climate Change, Energy, the Environment and Water

Vacancy VN-0773876

National Environmental Protection Agency

Closing Date:Wednesday 11 November 2026

Environmental Permitting and Compliance
Waste, Environmental Permits and Advice Hazardous Waste and National Television and Computer Recycling Scheme

Job Title	APS6 Senior Permit Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Hobart TAS, Melbourne VIC, Sydney NSW, Perth WA, Darwin NT
Salary	$99,734 - $112,044
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	APS Level 6
Position Number	2026/2559
Agency Website	http://www.nationalepa.gov.au/

Job Description

https://dcceewjobs.nga.net.au/?jati=40B1EE34-738E-BDBC-1DA4-ED65F313D660

The **Environmental Permitting and Compliance Division (EPCD)** is responsible for administering legislation and regulatory schemes designed to protect Australia's land, water, air, wildlife and heritage. These schemes are integral to sustainable stewardship and cover international wildlife trade, air quality, waste management, sea dumping, and contaminated sites. We also have additional compliance and enforcement responsibilities for underwater cultural heritage. Our division is comprised of the Wildlife Trade and Regulatory Capability Branch, the Compliance and Enforcement Branch and the Waste Environmental Permits Advice Branch.

The **Waste and Environmental Permits Advice Branch** delivers government priorities across a number of sections to regulate waste exports, hazardous waste, the national television and computer recycling scheme, air quality emission standards, environmental contamination and sea dumping. We work to conserve, protect and sustainably manage our environment for the benefit of the Australian and international community.

The **Hazardous Waste and National TV and Computer Recycling Scheme** Section operates a permitting system to ensure that hazardous wastes being moved across international boundaries are transported and processed in a manner that protects the environment and human health, with the prior informed consent of all countries involved in the movement. The permit system under the Hazardous Waste (Regulation of Exports and Imports) Act 1989 fulfils Australia’s international obligations under the Basel Convention. The section also administers the National TV and Computer Recycling Scheme, a co-regulatory product stewardship scheme which provides free nationwide collection and recycling services for end-of-life televisions and computer equipment, keeping electronic waste out of landfill, and recovering valuable materials for reuse.

For more information about us please visit our website.

Duties

The National EPA is seeking an APS 6 level Senior Permit Officer for the Hazardous Waste and National TV and Computer Recycling Scheme Section. The job will involve assessment of applications for hazardous waste export, import and transit permits, evaluation and research of waste treatment processes, and preparing briefs, permits and related correspondence for delegate review and approval. The duties of the role include:

- Under limited supervision, managing a portfolio of permit assessment tasks, ensuring that all necessary documentation is provided, liaise with applicants and other stakeholders, and triage and respond to enquiries
- Under limited supervision, undertaking investigation, assessment, research, analysis, and evaluation of technical information relating to waste treatment technologies and facilities, and preparing briefs for delegate approval
- Under supervision, contributing to stakeholder engagement activities, including collaboration with Commonwealth, state / territory governments, and industry
- Working with others to develop creative and practical team-based solutions
- Identifying key issues and responding rapidly to changes while managing competing priorities
- Contributing to the work of the Section, including meetings, workshops, briefings, submissions, correspondence, record keeping, and provision of support for section projects and activities.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from the relevant job posting on our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the National Environmental Protection Agency you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

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

About the National Environmental Protection Agency

We are Australia's national environmental regulator and were established on 1 July 2026. The National EPA brings together regulatory functions of Australia's national environmental laws into one independent agency. This includes the assessment and approvals functions of the updated Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act). We deliver transparent, timely, and evidence-based environmental regulation. We are a non-corporate Commonwealth entity lead by a Chief Executive Officer and part of the environment portfolio of the Australian Government.

To Apply

Position Contact	Sam Margerison, (02) 5162 2379
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=40B1EE34-738E-BDBC-1DA4-ED65

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Employment and Workplace Relations

Vacancy VN-0773956

Department of Employment and Workplace Relations (DEWR)

Closing Date:Wednesday 11 November 2026

Digital Experience and Solutions
Various Various

Job Title	Assistant Director - Business Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD
Salary	$129,477 - $143,099
Future Merit Locations	Canberra, Melbourne, Sydney, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	Executive Level 1
Position Number	26/1647
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/?jati=2E8D9B46-0713-42E3-E95C-ED66E1723642

The Assistant Director - Business Analyst is responsible for ensuring an accurate understanding of the current state and desired future state for large Digital Projects. This includes writing functional requirements and acceptance criteria for features prioritised from product backlogs and ensuring consistency and quality of work for other Business Analysts.

You will work closely with Product Owners, Business Users, Service Designers, Solution Architects, Scrum Masters, Developers and Testers, as well as communications and change management staff.

You will utilise IT project management methodologies (Agile Methodology), and act as a professional representative for projects or programs in internal and external forums. You may oversee or undertake reporting, research and analysis activities.

Using your well-developed relationship management skills, you will contribute across your networks to seek solutions to complex problems. You will operate in a changing environment and responsively under pressure.

Duties

Responsibilities of the Assistant Director - Business Analyst may include:

- Plan, facilitate and lead workshops with business stakeholders, subject matter experts, application owners and technical teams.
- Participate in agile ceremonies.
- Participate in design, planning, and estimation sessions.
- Work closely with system users to map business processes for the purpose of understanding business domain problems.
- Analyse and communicate solution options.
- Write functional requirements along with acceptance criteria.
- Work with pre-delivery teams to identify viable solutions.
- Provide sufficient business details to delivery teams to deliver viable solutions.
- Work closely with the product and technical teams to ensure clarity of communication and understanding.
- Use industry and departmental standards to develop artefacts for decision making requirements, business rules, data requirements, system functional and non-functional requirements and user stories.
- Lead the work of less experienced staff and provide coaching and mentoring as needed.
- Set standards and ensure the quality of work produced by junior Business Analysts.
- Provide advice on matters relating to Business Analysis.
- Participate in administrative processes as needed, including recruitment activities.

Eligibility

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

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

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

Notes

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

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also oversee skills development and training initiatives to support those entering the workforce or retraining to take advantage of emerging employment opportunities. Secure jobs are vital—driving future economic growth and providing people with the certainty. We focus on connecting Australians who are starting, advancing or changing their career with the relevant skills, knowledge and experience to gain or regain employment. Our work directly contributes to shaping the employment landscape. It is our unique purpose to help people realise their potential and we want you to be part of it. Underpinning our important work is our focus on

culture. We recognise that how we do things is equally important as what we achieve. Our workplace is one where different perspective are encouraged, people feel a sense of belonging and draw on the expertise of their peers. Our people demonstrate the APS Values, which includes being open, thoughtful, curious and candid. We also value employee wellbeing and developing leadership through investment in capability.

To Apply

Position Contact	Duncan Mitchell, (02) 6240 3714
Agency Recruitment Site	https://dewr.nga.net.au/?jati=2E8D9B46-0713-42E3-E95C-ED66E17236

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Employment and Workplace Relations

Vacancy VN-0773978

Department of Employment and Workplace Relations (DEWR)

Closing Date:Thursday 12 November 2026

Delivery and Partnerships
Tasmania State Office Employment and Skills

Job Title	Delivery and Engagement Officer: Employment & Skills
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Hobart TAS
Salary	$93,660 - $100,132
Future Merit Locations	Hobart
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements will be considered in accordance with the Department of Employment and Workplace Relations Enterprise Agreement 2024-27
Classification	APS Level 5
Position Number	26/1644
Agency Website	https://www.dewr.gov.au/

Job Description

https://dewr.nga.net.au/?jati=1E835881-8861-B147-7AF0-ED66E3C44986

The DEWR Tasmania State Office plays a pivotal role in enabling the delivery of the Australian Government's employment and skills programs across the state. We partner with a network of external service providers and engage with a broad range of stakeholders to ensure programs are responsive, effective, and tailored to local needs.

We are currently seeking an APS5 Delivery and Engagement Officer to join our dynamic team within the Employment and Skills teams. These roles are integral to the successful implementation of government policy and the delivery of high-quality services to the Tasmanian community.

The Employment and Skills teams support the delivery of employment and skills programs in Tasmania. We work closely with our department's policy areas and providers to implement the Australian Government's employment and skills initiatives. We undertake regular engagement activities working with our providers, Employment and Skills teams in all other states, and other Commonwealth, State, and local government agencies. The programs we contract manage are Workforce Australia Services, Australian Apprenticeship Support Services, Transition to Work (TtW), Parent Pathways, Employability Skills Training (EST), Career Transition Assistance (CTA), Self-Employment Assistance (S-EA), the Local Jobs Program, and the Skills for Education and Employment (SEE) Program.

Duties

Responsibilities of the APS Level 5 Delivery and Engagement Officer may include:

- Manage relationships with funded providers and delivery partners across multiple employment and skills programs, providing advice, resolving issues and supporting the achievement of contractual and program outcomes.
- Analyse provider performance, operational data and reporting to identify trends, risks and opportunities, and contribute to evidence-based recommendations, briefs and decision-making.
- Monitor provider compliance with contractual obligations, program requirements and performance frameworks through assessments, site visits, desktop reviews and ongoing engagement.
- Assess and respond to provider requests, operational enquiries and complex cases, interpreting program guidelines, policies and contractual requirements to provide accurate and consistent advice.
- Contribute to contract management activities including performance discussions, risk assessments, contract negotiations, milestone monitoring, continuous improvement activities and escalation of emerging issues.
- Undertake assurance, audit and compliance activities, applying judgement to assess risk, identify non-compliance and support appropriate remediation and governance actions.
- Support the leadership team to foster productive relationships and collaboration across government, industry and community stakeholders to enable strategic, program and policy objectives.
- Prepare high-quality correspondence, briefs, reports and ministerial or executive documentation, drawing on research, stakeholder input and analysis of program performance information.
- Some travel both intra and interstate, including overnight stays, will be required.

Eligibility

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

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

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

Notes

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

About the Department of Employment and Workplace Relations (DEWR)

We are the department that helps job seeking Australians find safe, secure, and well-paid work while we ourselves strive to be a model employer. We provide the framework for fair and productive relationships between employers and employees. We also

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

To Apply

Position Contact	Dean Crow, 03 6222 9865
Agency Recruitment Site	https://dewr.nga.net.au/?jati=1E835881-8861-B147-7AF0-ED66E3C4498

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Communications and the Arts

Vacancy VN-0773902

Australian Communications and Media Authority

Closing Date:Sunday 08 November 2026

Communications Infrastructure
Licensing and Infrastructure Safeguards Spectrum Management System

Job Title	Business Analyst - Spectrum Management System (SMS) Project
Job Type	Full-Time, Non-Ongoing
Location	Belconnen ACT, Melbourne VIC
Salary	$121,755 - $134,116
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements such as working from home days may be considered.
Classification	Executive Level 1
Position Number	2982-2026-1
Agency Website	http://www.acma.gov.au

Job Description

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

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

Who we are

The **Communications Infrastructure Division** manages the planning and availability of radiofrequency spectrum. It manages the issue and renewal of licences for broadcasting, radiocommunications and telecommunications services, in addition to monitoring the compliance of services with technical standards and licence conditions.

The **Licensing and Infrastructure Safeguards Branch** is responsible for the issue and renewal of licences for broadcasting, radiocommunications and telecommunications services, monitoring

and compliance activities for services and devices with technical standards and licence conditions. The Branch also oversees various telecommunications infrastructure matters, including technical regulation, carrier licensing, submarine cable and carrier infrastructure deployment arrangements.

The **Spectrum Management Project (SMP) team** plays a critical role in supporting the ACMA's spectrum management and licencing functions. The team is focused on delivering a modern replacement for the SPECTRA system. Working closely with the various business areas of the Communications Infrastructure Division, the SMP team is focused on improving business processes, automating key regulatory activities, enhancing service delivery, and ensuring the ACMA has a sustainable and efficient platform to manage spectrum, licensing and compliance obligations into the future.

About the role

As a **Business Analyst – Spectrum Management System (SMS) Project**, you will work closely with business stakeholders, subject matter experts, software developers, solution architects, testers and project leaders to understand business needs and help shape innovative digital solutions. The activities and responsibilities associated with this role are project-dependent and will continue until the completion of the project or achievement of key project deliverables.

Working in an agile environment, you will be involved throughout the project lifecycle, from discovery and requirements definition to testing, implementation and business adoption. You will collaborate with multidisciplinary teams to solve complex business challenges and support the successful delivery of a high-profile government program.

This role offers an excellent opportunity to broaden your business analysis, stakeholder engagement and problem-solving skills while making a meaningful contribution to a project that will shape the future of spectrum management in Australia.

Duties

The **Business Analyst – Spectrum Management System (SMS) Project** responsibilities will include:

- Working closely with stakeholders to gather, analyse, and document business requirements for the new system.
- Translating business needs into functional specifications and user stories for Agile development teams.
- Supporting process improvement initiatives by identifying gaps and recommending solutions.
- Collaborating with technical teams to ensure requirements are understood and implemented effectively.

- Assisting in testing and validation to ensure deliverables meet business objectives.
- Contributing to governance and reporting by providing insights on requirement progresses, risks, and dependencies.

Eligibility

To be eligible for employment with ACMA, applicants must be Australian citizens.

The successful candidate will also be required to obtain and maintain a **Baseline security clearance**. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

Notes

Suitable candidates will be placed in a merit pool from this selection process and may be used to fill similar non-ongoing roles in other areas of ACMA.

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

About the Australian Communications and Media Authority

ACMA is Australia's regulator for broadcasting, some online content, radiocommunications and telecommunications. We work with industry and government, locally and internationally, so that Australians can enjoy the best and most innovative media and communications services in a fair, responsible, safe and productive way. The ACMA provides a supportive and respectful work environment that values the diversity of our employees. Our three main offices are in Canberra, Melbourne and Sydney. Visit acma.gov.au for more information on joining our team.

To Apply

Position Contact	Ali Arezi, (03) 9963 6741
Agency Recruitment Site	https://www.acma.gov.au/careers

Communications and the Arts

Vacancy VN-0773982

Australian Communications and Media Authority

Closing Date:Thursday 12 November 2026

Corporate and Research
Digital and Technology Services

Job Title	Chief Information and Digital Officer
Job Type	Full-Time, Ongoing
Location	Belconnen ACT, Pyrmont NSW, Melbourne VIC
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements such as working from home days may be considered.
Classification	Senior Executive Service Band 1
Position Number	533-2026-1
Agency Website	http://www.acma.gov.au

Job Description

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

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

Who we are

The **Digital and Technology Services Branch** provides leadership in the design, development and operation of digital and technology services for the ACMA and its stakeholders. The Branch works in a partnership model with all ACMA divisions to ensure their unique technology requirements are fit for purpose. The Branch provides a full service model that incorporates all

Digital and Technology functions. This includes ICT security, first contact customer service for the public and internal customers, information management and digital literacy, maintains ICT system availability and operations, project management and governance services. The Branch provides architectural approval and authorisation to operate over the systems used by the ACMA and supports the responsible deployment of Artificial Intelligence (AI) across the agency.

Digital and Technology Services Branch is part of the **Corporate and Research Division** which partners with business areas across the ACMA, to provide enterprise wide enabling services and strategic advice. The Division facilitates this through the delivery of key corporate functions including financial management, property services, security, procurement advice, performance reporting, research and data, digital and technology services, human resources, communications, and governance services.

The **eSafety Commissioner (eSafety)** is Australia's independent regulator for online safety and whilst functionally separate to the ACMA, the ACMA provides a range of corporate and ICT support services for eSafety under a Service Level Agreement.

About the role

As the ACMA's **Chief Information and Digital Officer (CIDO)**, you will lead the technology, digital and cyber security capabilities that enable effective regulation of Australia's media and communications sectors. This is a significant opportunity to shape how the ACMA uses technology, data and AI to improve services, strengthen regulatory and corporate functions, and respond to emerging cyber and information risks.

As a member of the **Corporate and Research Division** leadership team and Executive Manager of the Digital and Technology Services Branch, you will drive enterprise-wide digital transformation and cultural change. You will oversee the delivery of secure, reliable and contemporary services for ACMA staff and external stakeholders.

You will serve as the agency's Chief Information Officer, Chief Information Security Officer and AI Accountable Official, with responsibility for technology strategy, cyber security, digital services, enterprise architecture and the responsible adoption of AI.

Beyond leading the technology function, you will contribute to enterprise-wide decision-making and strategic stewardship. You will ensure technology investments are aligned with organisational priorities and deliver secure, sustainable and measurable outcomes. You will balance operational

performance with long-term strategic direction, including leading the ACMA's Digital Strategy and Roadmap. You will anticipate emerging risks and opportunities, guide major investment decisions, and foster innovation, resilience and continuous improvement.

Working closely with the agency's Chief Data Officer and senior leaders across the ACMA, you will ensure technology, digital solutions and data work together to support regulatory outcomes, service delivery and the agency's future capability.

Duties

- **Set the ACMA's technology direction** by leading enterprise strategy, architecture, investment priorities and the Digital Strategy and Roadmap.
- **Align technology with organisational priorities** so that digital capability supports effective regulation, improved services and future readiness.
- **Strengthen governance and investment discipline** through clear strategies, principles, prioritisation and decision-making for ICT and digital services, projects and programs.
- **Deliver secure, reliable and customer-focused services**, with accountability for performance, resilience, service quality and continuous improvement.
- **Lead cyber security and organisational resilience** by overseeing strategy, governance, assurance and coordinated responses to emerging threats.
- **Drive technology-enabled transformation**, using digital solutions, data and innovation to improve capability, services and outcomes.
- **Oversee key whole-of-government obligations**, including ICT security, AI, information and data governance, coordinated ICT procurement and sourcing, and related compliance activities.
- **Build enduring leadership and capability** by developing people, strengthening workforce resilience and fostering an inclusive, high-performing and service-oriented culture.
- **Represent the ACMA and influence strategic outcomes** by building trusted relationships across government, industry and partner agencies and contributing to cross-government technology, cyber security and digital agendas.

The position is offered on a full-time basis.

Eligibility

To be eligible for employment with ACMA, applicants must be Australian citizens.

The successful candidate will also be required to obtain and maintain a **Negative Vetting 2 security clearance.** More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

Notes

Suitable candidates may be placed in a merit pool from this selection process and may be used to fill similar vacancies.

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

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To Apply

Position Contact	Richard Bullock, 02 6219 5319
Agency Recruitment Site	https://www.acma.gov.au/careers

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Communications and the Arts

Vacancy VN-0773730

National Museum of Australia

Closing Date:Tuesday 03 November 2026

Corporate
Governance and Legal

Job Title	General Counsel
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	$142,973 - $158,831
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	To be negotiated on commencement
Classification	Executive Level 2
Position Number	150581
Agency Website	https://www.nma.gov.au/about/employment

Job Description

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

The General Counsel is a pivotal leadership role responsible for overseeing legal and procurement functions across the Museum. The role plays a critical role in providing strategic legal advice, managing legal risks, and ensuring that the Museum operates within legal and regulatory frameworks. The General Counsel is part of a small team advising on a broad range of legal matters, fostering collaborative relationships with internal stakeholders to support the Museum's mission and objectives. The legal services function resides within the broader Governance and Legal team managed by the Head of Governance.

Duties

• Provide strategic legal advice and guidance to senior management, executive leadership, and other business units on a range of legal issues, including procurement and commercial matters, intellectual property, privacy, freedom of information, governance and compliance.

• Manage legal risks and disputes by identifying potential risks, developing risk mitigation strategies and providing proactive legal solutions to protect the Museum's interests.

• Oversee the procurement advisory function, ensuring that appropriate templates, guidance and training are offered to staff to facilitate compliance with the Commonwealth Procurement Rules and best practice

• Liaise with external legal advisers and government agencies on legal matters affecting the Museum's operations, representing the Museum's interests effectively.

• Keep abreast of legislative changes, legal developments, and industry best practices to advise on emerging legal issues relevant to the Museum's operations.

• Develop practical legal awareness training and guidance material for use by Museum staff.

• Provide leadership, guidance, and mentorship to staff, fostering a culture of innovation, teamwork and excellence.

• Foster a culture of legal compliance, ethical conduct, and risk awareness across the Museum through training, awareness programs and stakeholder engagement.

Eligibility

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

• be an Australian citizen

• undergo a number of pre-employment checks, including a police record check

• hold or be eligible to hold a security clearance at the level specified in the position description.

The National Museum of Australia is an equal employment opportunity workplace. Aboriginal and Torres Strait Islander people and those from culturally diverse backgrounds are encouraged to apply for roles at the Museum.

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

The National Museum of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for, these principles, in theory and practice.

Notes

Applicants must include a 2 page pitch addressing their suitability for the role against the essential and desirable Skills, Experience and Qualifications defined in the position description with their application.

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

Applications close 11:59pm, Tuesday 03 November 2026.

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.

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	Rohan Haslam, 6208 5094
Agency Recruitment Site	https://www.nma.gov.au/about/employment

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