



Commonwealth of Australia
APSJobs - Vacancies Daily
PS44 Daily Gazette Friday - 01 November 2024.pdf

Australian Government Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS45 Weekly Gazette Thursday - 07 November 2024.pdf.

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

These Vacancies Daily will also appear in the Gazette PS45 Weekly Gazette Thursday - 07 November 2024.pdf.

Gazette Lodgement Inquiries

Phone: (02) 6202 3559

Email: contact@apsjobs.gov.au

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Vacancies

Vacancy VN-0750414

Australian Competition and Consumer Commission

Closing Date:Sunday 17 November 2024

AER - Legal, Corporate and Governance
Corporate

Job Title	Director - Employee Relations, Performance and Talent Management
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Sydney NSW, Melbourne VIC
Salary	\$138,161 - \$161,911
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 a minimum of 2 days a week in the office.
Classification	Executive Level 2
Position Number	EA2024/272
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 shape our future, influence a high-performing culture and deliver a brand-new HR function for the Australian Energy Regulator?

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

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

Duties

- Develop partnerships with AER executive and other key stakeholders to understand our opportunities and develop and deliver better practice approaches.
- Ensure the AER meets its employment law obligations, including the Fair Work Act, upon legal separation from the ACCC.
- Ensure the AER is ready to appropriately consult with AER people on issues arising from the Enterprise Agreement, including overseeing the secretariat function for the AER consultative committee.
- Establish and deliver employee relations and performance functions including case management and formal investigations, return to work plans, our industrial instruments and supporting policies, and performance and under-performance management.
- Oversee and deliver workplace instruments and P&C policies being, developed, administered and updated.
- Lead a team of HR Professionals, by building capability in others, modelling positive behaviours, providing a professional and harmonious working environment, coaching, giving performance feedback, resolving conflict and facilitating career development.

Eligibility

About you

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

- demonstrated strategic and specialist understanding and application of HR frameworks (legislation, strategies, policies, guidance, systems and practices) regarding employee relations, performance management, complex health and case management, and formal investigations/procedures.
- relevant tertiary qualifications in psychology, human resources, AHRI accreditation and/or equivalent relevant experience.

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

Notes

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

About the Australian Competition and Consumer Commission

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To Apply

Position Contact	Matt Defaweux, 02 6243 1090
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750418

Job Title	Lead Data Analyst
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Townsville QLD, Canberra ACT, Sydney NSW, Perth WA, Adelaide SA, Melbourne VIC, Darwin NT, Hobart TAS, Brisbane QLD
Salary	\$119,173 - \$131,888
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 a minimum of 2 days a week in the office.
Classification	Executive Level 1
Position Number	EA2024/273
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 want to make an impact with your specialist data expertise to help inform decision making at 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.

Duties

- Use large datasets of confidential administrative microdata (e.g. BLADE/PLIDA) to address research questions relevant to ACCC work.
- Work with investigation and/or project teams to define business problems, and to translate those problems into questions that can be answered with data.
- Scope and acquire data from internal and external sources, including by liaising with data providers and by providing input into the use of the agency's statutory information-gathering powers.
- Apply a broad range of analytical, business intelligence, and statistical and machine learning techniques to build repeatable solutions or derive accurate and relevant insights, to meet a wide variety of complex use cases.
- Communicate complex technical concepts to a variety of audiences.
- Develop and maintain relationships with a range of internal and external stakeholders, including data specialists in counterpart agencies.
- Lead, develop and mentor junior data specialists and contribute to capability-building initiatives to improve the agency's use of data.

Eligibility

About you

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

- excellent problem-solving skills. A highly developed ability to define business problems, and to derive accurate and relevant insights from a broad range of data to meet a wide variety of complex use cases.
- excellent written and verbal communication skills, including the ability to convey complex concepts to a variety of audiences.
- a highly developed ability to contribute expertise to multidisciplinary teams, and to develop and maintain relationships with a range of internal and external stakeholders.
- a highly developed ability to manage a demanding workload across multiple projects with competing deadlines, and to manage and contribute to capability-building initiatives.
- a demonstrated ability to manage, develop and mentor junior team members. Experience managing other data specialists is highly desirable.
- expertise in a broad range of data acquisition, processing, analysis and visualisation techniques, including demonstrated expertise in one or more programming languages (e.g. R, Python, Stata) and a demonstrated commitment to maintaining currency of that expertise.

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

Notes

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To Apply

Position Contact	Neil Crighton, 03 9290 6949
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750514

Job Title	Director, Property Services
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Darwin NT, Townsville QLD, Brisbane QLD, Sydney NSW, Canberra ACT, Hobart TAS, Adelaide SA, Perth WA
Salary	\$138,161 - \$161,911
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 a minimum of 2 days a week in the office.
Classification	Executive Level 2
Position Number	EA2024/274
Agency Website	https://www.accc.gov.au/

Job Description

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

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- **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 drive change by leading property management initiatives that support our mission and enhance workplace safety?**

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

Operating with a high level of autonomy under the broad direction of the Chief Finance Officer, the position provides leadership and direction managing a national property portfolio for the delivery of high quality, safe and secure office accommodation for the ACCC and AER employees. The ideal candidate is committed to collaborative stakeholder engagement in all aspects of portfolio management, and will manage the relationship and shared tenancy MoU with the Australian Energy Regulator (AER) as part of separation activities, if required through a Machinery of Government (MoG) change. Our ideal applicant will:

- be experienced in managing a national property portfolio within government frameworks including property-related facility services, agency security, emergency management and procurement in line with Commonwealth government requirements.
- have high level interpersonal and strong communication skills including the ability to liaise, influence and negotiate with a broad cross section of internal and external stakeholders such as landlords, agents and senior executives.
- lead and develop capability in a small, geographically dispersed, dynamic team to provide good service and sound advice on property matters.
- bring expertise to strategic planning, management and oversight of the ACCC's national property portfolio, capital and operational budget planning and management, negotiation and monitoring of property leases, planning and delivery of accommodation fit outs and upgrades, and liaison with key stakeholders.
- engage and manage the Property Services Provider (PSP) to ensure the agency's interest in the Whole of Australian Government Property Services Coordinated Procurement outsourced arrangements for property and facility services.
- strategically plan and oversee national contracts, including property-related agency security, and procurement in line with Commonwealth government requirements to achieve favourable outcomes for the agency.
- lead the coordination function for emergency management and business continuity aligned to the business continuity framework.
- undertake adhoc interstate travel as required.

Eligibility

Technical capabilities:

- extensive knowledge and demonstrated experience in leasing and property management within a government setting to achieve the strategic outcomes of the organisation.
- extensive knowledge and demonstrated experience in planning, leading and successful delivery of minor and major fit out refurbishment and construction projects.
- demonstrated budget management experience for capital and operational expenditure related to property and facilities.
- demonstrated understanding of the Australian Government's Property Management Framework and Commonwealth Procurement Rules is essential.
- knowledge of the Australian Government's Protective Security Policy Framework as applicable to property function.

- formal or tertiary qualification in Project Management, Government Procurement and Contracting is highly desirable.

A demonstrated ability to effectively

- plan, organise and prioritise property and security related projects to achieve results on time and within budget.
- engage and work collaboratively with a wide audience of stakeholders, including ability to successfully communicate, influence, negotiate, advise and display excellent corporate enabling service skills.
- plan and manage projects, contracts and undertake complex procurements over the long term to deliver successful outcomes for the agency.
- provide strong leadership to develop and build capability of a small team to deliver successful results.
- exercise sound judgement, discretion, and integrity including the ability to maintain confidentiality and privacy.
- hold, or ability to obtain, a baseline security clearance whilst in this role.

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

Notes

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To Apply

Position Contact	Sharon Alley, (02) 6243 1213
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750530

Australian Competition and Consumer Commission

Closing Date:Sunday 17 November 2024

Corporate
Information Management & Technology Services

Job Title	Assistant Director, Information Management and Training
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Darwin NT, Perth WA, Townsville QLD, Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Hobart TAS, Adelaide SA
Salary	\$119,173 - \$131,888
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 a minimum of 2 days a week in the office.
Classification	Executive Level 1
Position Number	EA2024/279
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 digital transformation of information management, driving innovation and compliance in 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.

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

Duties

- Provide and contribute to strategic advice, leadership, and direction in relation to the long-term preservation, management, and access to the Agency's information assets.
- Ensure knowledge of contemporary best practice and compliance with legislative, financial and administrative frameworks, government decision-making processes and agency guidelines and regulations.
- Provide leadership in implementing and promoting a climate of innovation and continuous improvement in information management.
- Develop, maintain, implement and deliver systems for keeping, updating, accessing and preserving information including implementing strategies to move to full electronic information management practices.

Eligibility

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

- in-depth experience in developing, implementing, and continuously improving a records and information management governance framework, within an Australian Public Service (APS) agency.
- an extensive understanding of Australian information management legislation, standards, policies and authorities.
- excellent stakeholder engagement and management skills, with proven ability as a trusted advisor to senior management and demonstrated experience leading a team.
- highly developed project management skills, including the ability to work on multiple projects concurrently, manage competing priorities and adhere to strict deadlines to achieve results in a busy environment.
- exceptional communication skills, including the ability to speak with influence and produce high quality, accurate and tailored written documents.
- highly developed decision making, analytical, negotiation and complex problem, solving skills, including the ability to provide succinct, persuasive, and logical business cases to influence change.
- strong ethics and discretion, including demonstrated experience in managing discreet, sensitive, and confidential information.
- relevant tertiary qualification or demonstrated professional experience in Records Management, Information Management, Knowledge Management, Archives Management, or a related discipline.

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

Notes

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To Apply

Position Contact	Leo Exarhos, (02) 6243 1190
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750541

Job Title	Assistant Director, NET Developer
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA
Salary	\$119,173 - \$131,888
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	
Classification	Executive Level 1
Position Number	EA2024/275
Agency Website	https://www.accc.gov.au/

Job Description

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

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- **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 innovative IT solutions to ensure a sustainable energy future for Australian consumers?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

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

Duties

- Work within a specialised team developing IT-based solutions to complicated data issues in energy markets utilising a SCRUM framework, including providing direction, guidance, and insight.
- Oversee the gathering of IT requirements and analyse options and solutions.
- Lead the development, maintenance, and documentation of the enterprise .NET solution architecture.
- Implement, configure, and deploy on-premises and cloud-based C# .NET application solutions, including console applications, Windows services, and Azure Functions. Migration of legacy solutions, and integration with advanced SQL databases.

Eligibility

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

- at least 5 years of work experience in
 - business analysis to gather IT requirements and development skills to implement robust solutions.
 - C# .NET development, including console applications, Windows services, and Azure services (e.g. Azure Functions, Web APIs).
 - development of microservices architecture, event-driven systems, and domain-driven design (DDD).
 - SQL database development and integration with .NET solutions (e.g. Microsoft, Oracle, Azure platform).
 - version control systems and CI/CD e.g. Azure DevOps.
- the ability to lead technical projects through to completion and leadership of teams using agile (SCRUM) and project management methodologies (Prince2)
- well-developed understanding, or ability to quickly acquire an understanding of Australian energy markets and the role, purpose, and objectives of the AER.
- tertiary qualifications in computing, information technology, data management or a related field are desirable.

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

Notes

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To Apply

Position Contact	Greg Sollis, 02 6243 3379
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750557

Job Title	Senior Executive Assistant
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA
Salary	\$95,917 - \$107,505
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 a minimum of 2 days a week in the office.
Classification	APS Level 6
Position Number	EA2024/286
Agency Website	https://www.accc.gov.au/

Job Description

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

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- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to play a pivotal role in supporting the executive leadership and driving organisational success at the Australian Energy Regulator?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

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

Duties

- Proactively manage a complex diary. Anticipate requirements, negotiate outcomes prioritise the Chair's time and ensure materials for all meetings and events are provided in a timely manner.
- Arrange appointments, speeches and meetings (with internal and external parties) and circulate associated information and coordinate responses to stakeholders.
- Interpret and apply understanding of ACCC/AER frameworks and policies to advise the AER Chair, CEO and colleagues on straightforward and complex issues that arise in managing the AER Chair's office.
- Ensure the AER's Chair travel is arranged and acquitted, and catering is provided as required.
- Screen telephone calls and actions as appropriate, including responding to and resolving queries on the AER Chair's behalf as appropriate.
- Manage records in accordance with approved processes, including coordinating, providing input to (where appropriate) and tracking responses to more complex correspondence to ensure that all deadlines are met.
- Assist in managing documents across the ACCC and AER, including proof reading, editing, drafting and collating.
- Provide a wide range of high-level secretariat services including coordinating and scheduling meetings, rooms, attendees and equipment; drafting and finalising agendas; preparing papers; taking and finalising minutes; monitoring, following-up on and updating action item registers.

Eligibility

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

- the ability to provide highly effective executive and administrative support to a CEO/Chair, or similar.
- a strong understanding of the AER's roles and functions, and ability to engage with Key and Senior internal/ external stakeholders.
- experience in providing support to senior management, and the timely coordination of key cross-organisational processes.
- proven ability to partner with the EA's and the SES Unit to actively contribute to the development and support of the department's Executive Assistant Network.

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

Notes

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To Apply

Position Contact	Connie Bell, connie.bell@aer.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750586

Job Title	Freedom of Information (FOI) Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Perth WA, Darwin NT, Sydney NSW, Melbourne VIC, Hobart TAS, Townsville QLD
Salary	\$77,691 - \$91,882
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 from the office a minimum of 2 days a week
Classification	APS Level 4;APS Level 5
Position Number	EA2024/282
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 contribute to a culture of transparency and accountability to deliver on compliance obligations under the Freedom of Information Act 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.

Duties

- Assist with the processing of FOI requests as required.
- Prepare correspondence and undertake research, including searching ACCC and legal databases.
- Maintain and update the ACCC's FOI databases, including uploading, coding and exporting documents in Nuix Discover and file documents into iManage.
- Liaise with ACCC managers and employees and external stakeholders in relation to FOI requests.
- Assist with third party consultation and FOI decisions, including preparing documents.
- Provide advice and guidance to FOI applicants, third parties and others in relation to FOI requests.

Eligibility

In order to succeed in the role at the APS4 and APS5 level, you will have:

- an organised approach to work including an ability to manage competing tasks, meet deadlines and work under pressure.
- self-motivation, attention to detail, accuracy and flexibility.
- demonstrated ability to work independently and as part of a small, high performing team.
- proven ability to work collaboratively in a team and build and maintain positive working relationships with internal and external stakeholders.

In addition, at the APS5 level the role requires:

- ability to manage sensitive information and exercise sound judgement and discretion.
- initiative and demonstrated ability to contribute to continuous improvement.
- an awareness of the ACCC and its aims and functions and knowledge (or the ability to quickly acquire knowledge) of the *Freedom of Information Act 1982* and its practical application.

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

Notes

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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	Rebecca Fenech, (02) 6243 1290
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750589

Job Title	Principal Economist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Sydney NSW, Melbourne VIC, Perth WA, Hobart TAS, Townsville QLD, Darwin NT
Salary	\$138,161 - \$161,911
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 from the office a minimum of 2 days a week
Classification	Executive Level 2
Position Number	EA2024/277
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 best practice economic theory and analysis to apply to work focussed on merger assessments at 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.

Duties

- Provide expert professional economic support (economic advice, carry out both qualitative and quantitative analysis, guidance and research) to the ACCC.
- Prepare written papers, reports, presentations, speeches and submissions on economic issues for presentation within the ACCC, to the Commission and external parties.
- Liaise with staff, Commissioners and external advisers on economic issues and projects as required.
- Work collaboratively with teams to employ economic frameworks to assist in investigations and enforcement of the Competition and Consumer Act 2010.
- Manage work processes to ensure a high standard of work output.
- Contribute to the direction of the Economic Group.
- Provide leadership and guide Senior Economists in their provision of economic advice and mentor them in their development.

Eligibility

About you

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

- demonstrated experience and/or expertise in competition economics or the ability to demonstrate understanding and application of the economic frameworks relevant to competition economics.
- sound knowledge of the ACCC's role in administering the Competition and Consumer Act 2010 and the economic principles relevant to this.
- communication skills including the ability to present in a clear, concise and persuasive manner.
- capacity to work effectively autonomously as well as co-operatively in a team environment.
- ability to achieve strong results, showing self-motivation, organisation skills, collaboration and personal responsibility for the accuracy and quality of work produced.
- an honours degree in Economics. More advanced degrees are desirable, as are demonstrated training and experience in industrial organisation, applied microeconomics, econometrics or equivalent disciplines.

In addition, Principal Economists would typically have at least seven or more years' experience as an economic adviser and be capable of leading the provision of economic advice to projects, under the general oversight of the ACCC's Chief Economist and Deputy Chief Economists.

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

Notes

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To Apply

Position Contact	Cameron McKean, (02) 6243 1006
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750615

Job Title	Senior Economist
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Hobart TAS, Townsville QLD, Darwin NT
Salary	\$95,917 - \$131,888
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 from the office a minimum of 2 days a week
Classification	APS Level 6;Executive Level 1
Position Number	EA2024/278
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 leverage your expertise to drive impactful economic strategies and influence decision-making at 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.

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

Duties

- Provide expert professional economic support (economic advice, carry out both qualitative and quantitative analysis, guidance and research) to the ACCC.
- Prepare written papers, reports, presentations, speeches and submissions on economic issues for presentation within the ACCC, to the Commission and external parties.
- Liaise with staff, Commissioners and external advisers on economic issues and projects as required.
- Work collaboratively with teams to employ economic frameworks to assist in investigations and enforcement of the Competition and Consumer Act 2010.
- Manage work processes to ensure a high standard of work output.
- Contribute to the direction of the Economic Group.

Eligibility

About you

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

- demonstrated experience and/or expertise in competition economics or the ability to demonstrate understanding and application of the economic frameworks relevant to competition economics.
- sound knowledge of the ACCC's role in administering the Competition and Consumer Act 2010 and the economic principles relevant to this.
- communication skills including the ability to present in a clear, concise and persuasive manner.
- capacity to work effectively autonomously as well as co-operatively in a team environment.
- ability to achieve strong results, showing self-motivation, organisation skills, collaboration and personal responsibility for the accuracy and quality of work produced.
- an honours degree in Economics. More advanced degrees are desirable, as are demonstrated training and experience in industrial organisation, applied microeconomics, econometrics or equivalent disciplines.

In addition:

- **Senior Economists, EL1**, would typically have at least five years' experience as an economic adviser and be capable of providing economic advice to projects, generally under the supervision of a more experienced economist.
- **Senior Economists, APS6**, would typically have 3-5 years' experience as an economic adviser and similarly be capable of providing economic advice under supervision, but typically at a level of autonomy and complexity that reflects their level of experience.

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

Notes

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To Apply

Position Contact	Cameron McKean, (02) 6243 1006
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750621

Job Title	Test Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Melbourne VIC, Sydney NSW, Adelaide SA
Salary	\$119,173 - \$131,888
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 from the office a minimum of 2 days a week
Classification	Executive Level 1
Position Number	EA2024/276
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 testing and delivery of high quality technology solutions across the agency that works to make energy consumers better off?

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

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

Duties

- Develop and implement enterprise test strategies aligned to a modern testing governance framework.
- Lead and manage creation, planning and allocation of test artefacts, deliverables, and resources.
- Coordinate and manage resources for release of specific testing, standard regression testing and report on test outcomes.
- Provide advice and guidance to internal clients and external vendors in relation to testing.
- Manage the development and application of new tests and regression tests and ensure that no changes are released without appropriate testing.

Eligibility

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

- extensive experience in developing testing frameworks, strategies, procedures, comprehensive test plans, execution and end to end responsibilities of testing deliverables.
- demonstrated experience of Test Management, Reporting, Traceability, Defect Triage and the Defect Management Lifecycle including applied experience with Agile testing methodology and a range of test tools and approaches.
- proven experience of management and coordination UAT and advising on risks associated with release.
- demonstrated experience leading a test team, providing feedback and supporting and developing a positive and professional team environment that encourages collaboration and productive working relationships with internal and external stakeholders to achieve organisational and team objectives.
- solid understanding of software development principles and demonstrated knowledge of SaaS products.
- highly desirable – ISTQB Certification.

Notes

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To Apply

Position Contact	Protyay Roy, 03 9290 6922
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750622

Australian Competition and Consumer Commission

Closing Date:Sunday 17 November 2024

AER - Strategic Communications & Engagement
Strategic Communications & Engagement

Job Title	Digital Content Strategist
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	\$119,173 - \$131,888
Future Merit Locations	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 from the office a minimum of 2 days a week
Classification	Executive Level 1
Position Number	EA2024/280
Agency Website	https://www.accc.gov.au/

- **Do you want to work at an agency where each day reveals new opportunities to work on some of the biggest issues facing consumers and businesses and have opportunities to pursue new and exciting pathways?**
- **Do you want to work at a place where smart and dedicated people from all walks of life collaborate to work on meaningful matters?**
- **Do you want to drive engagement and lead innovative content campaigns across digital platforms for Australia's national energy regulator?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

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

Duties

- Develop and implement comprehensive digital content strategies tailored to support the AER's communication objectives and effectively engage online target audiences.
- Conduct regular content audits and assessments to identify areas for improvement, ensuring the digital content strategy adapts to remain relevant and impactful.
- Stay informed about political and industry trends to ensure digital content strategies are responsive to the external environment and align with current events.
- Provide expert advice on the creation, editing, and publishing of digital content across AER's online platforms, maintaining high standards of quality and consistency.
- Contribute to content calendars to strategically co-ordinate the timing and rollout of digital content, ensuring alignment with the AER's strategic priorities and relevant political or industry developments.
- Offer strategic advice for the creation of speeches and editorials that are crucial to the AER, ensuring they are supported by an integrated communications and digital strategy that includes awareness of the political and industry landscape.
- Ensure all content is consistent with the AER's organisational messaging and strategic goals, maintaining a cohesive voice across all forms of communication.
- Play a central role in the redevelopment and enhancement of the AER website's content, making sure it supports strategic communication goals, meets user needs effectively, and reflects current political and industry conditions.

Eligibility

About you

In order to succeed in the role, you will:

- demonstrate the ability to develop and implement tailored digital content strategies.
- have proven leadership capabilities in managing cross-functional teams for content audits.
- have excellent collaboration and communication skills for digital content across a range of platforms.
- demonstrate organisational skills and proven ability to meet project timelines.
- be highly skilled in enhancing website content.
- be experienced in monitoring and analysing digital content performance.

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

Notes

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To Apply

Position Contact	Cat Lever, cat.lever@aer.gov.au
Agency Recruitment Site	https://accc.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750630

Job Title	Digital Solutions Strategist
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD, Adelaide SA
Salary	\$119,173 - \$131,888
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 from the office a minimum of 2 days a week
Classification	Executive Level 1
Position Number	EA2024/281
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 drive transformative initiatives that leverage technology to enhance user experiences at Australia's national energy regulator?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

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

Duties

- Develop and maintain a strategic roadmap for the AER's digital communications ecosystem, identifying opportunities for innovation and improvement. Drive digital communications transformation initiatives, leveraging emerging technologies and best practices to optimise processes and deliver value.
- Gather business requirements, define digital priorities, and align initiatives through collaboration with key stakeholders. Act as product owner for digital projects, ensuring alignment with stakeholder interests and strategic objectives. Define the vision and goals, prioritise features, and manage the product backlog, while collaborating with ITDG and PMO to define project scope and objectives.
- Establish and maintain governance frameworks and processes for managing digital assets, ensuring compliance with online standards and policies. Strategise the analytics approach, lead the setup of dashboards, and ensure effective data reporting and utilisation by the team.
- Serve as the primary contact between PMO, ITDG, and the Digital Transformation team for the Strategic Communications and Engagement branch, ensuring alignment of broader organisation projects with digital communications objectives. Engage stakeholders at all levels, gather feedback, and address concerns or issues as they arise.
- Manage vendor relationships, coordinate procurement processes, and ensure compliance with Commonwealth policies.
- Identify opportunities for innovation and continuous improvement, championing new technologies and promoting a culture of digital literacy. Support the Digital Content Strategist and Content and Community Manager in creating innovative content by implementing their ideas and providing suggestions on emerging trends and strategies.
- Manage up to the Director – Digital Communications by providing regular updates, seeking guidance on strategic direction, and ensuring alignment with broader organisational objectives.

Eligibility

About you

In order to succeed in the role, you will:

- champion continuous improvement in digital communications platforms, leveraging emerging technologies and best practices while maintaining strategic roadmaps for digital ecosystems.
- be skilled in strategising analytics approaches, setting up dashboards, and ensuring effective data reporting and utilisation.
- be a proven product owner, managing project outcomes and leading requirements gathering and execution to align with end-user needs.
- demonstrate strong capabilities in gathering business requirements and collaborating with stakeholders, including external developers and leading/managing cross-functional team/s, to ensure successful project execution.
- have demonstrated knowledge in governance frameworks for managing digital assets and ensuring compliance with online standards and digital transformation initiatives.
- have excellent verbal and written communication skills, adept at providing regular updates to senior leadership on project status and strategic direction.

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

Notes

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To Apply

Position Contact	Cat Lever, cat.lever@aer.gov.au
Agency Recruitment Site	https://accr.bigredsky.com/page.php?pageID=106

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Vacancy VN-0750644

Job Title	Assistant Director, Dynamics Developer
Job Type	Full-Time;Part-Time, Ongoing
Location	Brisbane QLD, Sydney NSW, Canberra ACT, Melbourne VIC, Adelaide SA
Salary	\$119,173 - \$131,888
Future Merit Locations	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 a minimum of 2 days per week in the office.
Classification	Executive Level 1
Position Number	EA2024/284
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 transformative IT solutions that shape the future of Australia's energy markets?**

Then this is the place for you! At the AER, we work to make energy consumers better off, now and in the future. We focus on ensuring a secure, reliable and affordable energy future for Australia as it transitions to net zero emissions. Our high performing culture is built on a foundation of care, support and inclusion. It's why we're driven by connection and collaboration, sharing our skills, knowledge and support with each other freely and frequently. It's why we prioritise the wellbeing of our people and empower them to work autonomously, flexibly and courageously. We believe the best version of you is the one that's true to who you are – and that's the you we want working alongside us.

We value flexibility, this role can be performed at any of the AER offices located in Adelaide, Brisbane, Canberra, Melbourne, or Sydney and are available on a full-time, part-time or job-share basis.

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

Duties

- Work within a specialised team developing IT-based solutions to complicated data issues in energy markets utilising a SCRUM framework, including providing direction, guidance, and insight.
- Oversee the gathering of IT requirements and analyse options and solutions.
- Implement, configure, and deploy custom Dynamics 365 CRM solutions, model-driven apps, Power Automate workflows, Power BI reports and maintain complex databases in the MS Power Platform environment.
- Integration with Power Apps portal solutions.
- Lead the development, maintenance, and documentation of the enterprise Dynamics 365 solution architecture.

Eligibility

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

- At least 5 years of work experience in:
 - business analysis to gather IT requirements and development skills to implement robust solutions.
 - developing enterprise Dynamics 365 CRM applications, including configuration, customization, integration, plugin/report development, transforming custom legacy applications and knowledge of security protocols.
 - development and integration with other components of the Power Platform (Power Apps, Power Automate, Power BI) and Dataverse modelling.
 - leading teams in Dynamics 365 and Power Platform implementations.
 - development using JavaScript, C#, Net, and Dynamics 365 APIs.
 - version control systems and CI/CD e.g. Azure DevOps.
- The ability to lead technical projects through to completion and lead, supervise and develop teams using agile (SCRUM) and project management methodologies (Prince2).
- Well-developed understanding, or ability to quickly acquire an understanding of Australian energy markets and the role, purpose, and objectives of the AER.
- Tertiary qualifications in computing, information technology, data management or a related field are desirable.

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>

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	Protyay Roy, 03 9290 6922
Agency Recruitment Site	https://accb.bigredsky.com/page.php?pageID=106

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Vacancy VN-0734208

Job Title	Lawyer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Canberra ACT, Melbourne VIC, Brisbane QLD
Salary	-
Future Merit Locations	Sydney, Canberra, Melbourne, Brisbane
Office Arrangement	On Site;Flexible;Hybrid
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;APS Level 5;APS Level 6
Position Number	TBC
Agency Website	

Job Description

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

Duties

Lawyers

- Constitutional and public law
- Lawyers at various levels
- Full-time, 18 month non-ongoing and ongoing opportunities
- Brisbane, Canberra, Melbourne and Sydney based

AGS is seeking applications from Lawyers at the APS 4, APS 5 and APS 6 levels with experience in specialist areas of constitutional law, public law, or statutory interpretation who are highly motivated to join our Office of General Counsel team.

About us

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

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

AGS is innovative. Drawing on an exceptional depth of experience and expertise, we assist the

Australian Government in the development and implementation of solutions to legal issues that have national importance.

AGS is diverse. With offices in every capital city and a team of 715 staff, including 500 lawyers, we work in more than 40 different areas of law related to government.

About the roles

The Office of General Counsel (OGC) is based in Canberra and specialises in the provision of legal advice and assistance to the Commonwealth Government on constitutional and public law, statutory interpretation and the development, implementation and administration of legislation. OGC also acts for the Commonwealth in High Court constitutional litigation and coordinating the conduct of other cases involving constitutional issues. OGC's team of approximately 80 lawyers (including a large number of out posted lawyers) has specialist expertise in constitutional and public law, statutory interpretation and the development, implementation and administration of legislation. OGC also conducts constitutional litigation in the High Court and clears the Commonwealth's position in other cases involving constitutional issues.

In these roles you will:

- work in the Commonwealth as a trusted legal advisor
- provide legal advice and assistance to clients in specialist areas including constitutional law, public law and statutory interpretation
- build strong client relationships and identify and develop new business opportunities.

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

About you

These roles will suit Lawyers who have a Bachelor of Laws (LL.B) or Juris Doctor (JD) (with a strong academic record), are admitted to practice law in Australia and possess the following skills and experience:

- experience in areas of relevance and knowledge of the Commonwealth legal environment
- excellent problem solving, research, analytical and writing skills
- a demonstrated ability to work under pressure and in urgent circumstances, either alone or as a member of a team and to take responsibility for matters under supervision
- excellent interpersonal, negotiation and persuasion skills
- capacity to meet personal net production/productivity/revenue targets
- the ability to contribute to or prepare cost estimates for matters and effectively manage matters in accordance with agreed client arrangements
- the ability to identify new business opportunities with clients and develop and maintain strong client relations.

High quality applicants who will be admitted to practice law in 2025 should also submit their application and will be considered at the APS 4 level. If rated suitable, any employment offer would be conditional on being admitted prior to engagement taking effect.

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

AGS is a supportive organisation which embraces diversity. We understand that work is only part

of your life and while our workplace can be demanding at times, we also provide access to a range of flexible working options, generous leave entitlements and wellbeing benefits to support your needs throughout your career.

If a merit pool is created, we intend to use this merit pool to fill vacancies in Melbourne, Canberra, Brisbane and Sydney.

To apply

To apply, please click the ‘Apply’ button and ensure that you upload a maximum 3 page cover letter indicating your relevant experience with reference to the required skills and experience set out above and in the relevant role description, along with a copy of your CV.

Applications close at 5:00pm (AEDT) on Saturday, 16 November 2024.

Further enquiries

Further information can be obtained by contacting Natalie Lightfoot, Human Resources Business Partner on 02 6253 7529. **Eligibility**

To apply you must be an Australian Citizen and be willing to obtain and maintain a security clearance at the Negative Vetting 2 level (or higher if 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>

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 715 employees, located in 7 offices around Australia, provides expert services in all areas of law connected with government.

To Apply

Position Contact	Natalie Lightfoot, 02 6253 7529
Agency Recruitment Site	http://www.ag.gov.au/employment/current-vacancies.html

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Content & Storytelling
Knowledge

Job Title	Maritime Archaeologist
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Pymont NSW
Salary	\$90,199 - \$101,022
Future Merit Locations	Pymont
Office Arrangement	On Site
Office Arrangement Details	Onsite
Classification	APS Level 6
Position Number	T248
Agency Website	https://www.sea.museum/about/about-the-museum/what-we-do

Job Description

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

The Australian National Maritime Museum is seeking a highly experienced Maritime Archaeologist to join our Knowledge team in this non-ongoing APS Level 6 position. This opportunity is initially part-time for 3 months with the view to move to full-time during the course of the project.

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

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

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

Duties

The Maritime Archaeologist plays a key role in supporting a major capital expenditure project including the acquisition, reconstruction, interpretation and display of an archaeologically excavated vessel. This is envisaged to be a three-year project resulting in the eventual display of the reconstructed boat at the museum in August 2027.

As such the Maritime Archaeologist will be part of a core team that will include the Manager Vessel Reconstruction Project; the project designer and team members from Conservation,

Registration, Preparators, Digital, Education and Media.

Ideally this person will be an experienced maritime archaeologist with significant project management skills, extensive demonstrated experience with the excavated vessels and subsequent conservation, a demonstrated experience in working with RHINO and ARTIC archaeological datasets and a sound knowledge of archaeological boat reconstruction.

Key Accountabilities

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

- Support the Manager Vessel Reconstruction Project in the development of a comprehensive Reconstruction Project Design which will include
 - A review of archaeological and historical records, photographic documentation, site plans and contexts sheets along with Artic generated annotated scans, and Rhino generated 3D drawings associated with the boat excavation, recovery and conservation.
 - A literary review of similar archaeological ships and boat projects overseas.
 - An assessment of current overseas best practise in archaeological boat reconstruction with an emphasis on structural supports and mitigation of timber creep.
 - An assessment of the practicalities (SWOT analysis) of reconstructing the Barangaroo Boat 'as found' or 'as built'.
 - A detailed project budget and
 - A detailed project schedule / timeline.
- Support the Manager Vessel Reconstruction Project in the formation of an international panel of specialists to advise the project team on the reconstruction, interpretation and display of the vessel.
- Support the Manager Vessel Reconstruction Project in the assessing, cataloguing and storage of the boat timbers at the museum.
- Interpret the archaeological excavation data, along with data obtained from structured light scanning of the timbers to develop a virtual reconstruction of the boat along with 3d printed concepts of the boat.
- Support the Manager Vessel Reconstruction Project in the physical reconstruction of the boat.
- Research, prepare, present and publish archaeological and historical information related to the project.
- Assist in the development of educational programs related to the project.
- Assist in the museum's maritime archaeological program when required.

Selection Criteria

1. Demonstrated and extensive experience in the management of maritime archaeological and archaeological conservation projects.
2. Demonstrated experience in project record management and documentation.
3. Demonstrated familiarity with national and international archaeological ship and boat reconstruction projects.
4. Proven experience in working with multidisciplinary teams to achieve set objective within established time and financial constraints.
5. Demonstrated experience in the publication and presentation of archaeological information to a wide audience

Qualifications and/or relevant experience required

Mandatory

- Postgraduate degree in archaeology or maritime archaeology.

Desirable

- Extensive experience in the use of ARTIC Structured Light Scanning, the Annotated Scans Method and RHINO datasets as they apply to the recording of archaeological materials and projects.
- Experience with archaeologically excavated vessels such as the 'Barangaroo Boat'.
- Familiarity with working within a museum environment.
- Familiarity with working with architects and / or exhibition designers.
- Familiarity with working with Gallery System's TMS Collection Management System or similar collection management system platforms.
- Relevant maritime or maritime-related technical qualifications such as diving or boat handling.

Eligibility

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

Notes

Applications Close: 3pm AEDT, Friday, 8 November 2024. No Applications will be accepted by mail or email.

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 short listing by the Selection Committee. As part of the selection process the selection committee may invite candidates to undertake psychometric test, you should advise the selection committee if you have any special needs. Psychometric tests may be used as the initial short-listing test or later in the selection process. Some tests are very short while others may take one or more hours.

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

About the Australian National Maritime Museum

To Apply

Position Contact	Michy Chee, 02 8241 8388
Agency Recruitment Site	https://www.sea.museum/About/About%20the%20museum/Our%20people/Work%20with%20us

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Vacancy VN-0750434

Australian Submarine Agency

Closing Date:Sunday 17 November 2024

Australian Submarine Agency
Australian Submarine Agency

Job Title	Platform Systems Engineers
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Fishermans Bend VIC, Rockingham WA
Salary	\$115,899 - \$130,733
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	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 1
Position Number	ASA/09360/24
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

<https://defencecareers.nga.net.au/?jati=CDDAB463-EA2A-6DBC-2B2F-DB36F6B7C67C>

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.

We are currently seeking proactive EL 1 Platform Systems Engineers to join Engineers to join our Technical Division. These roles do not require Defence experience exclusively and are open to Engineering Professionals from applicable industries.

Some of the areas we are looking to recruit to include:

- Ship and Auxiliary Systems (For example, Hydraulic Systems, Fluid Systems, Power, Energy and Atmospheres, etc)
- Test & Evaluation / Verification & Validation
- Whole Ship Integration
- Whole of Submarine Safety Case (WSSC)
- Survivability
- Structural Integrity
- Submarine Construction and Maintenance
- Naval Architecture
- Materials, Corrosion and Coatings

Australia is leveraging the technology, capability and design expertise from the UK and US to build our nation's future nuclear-powered capability. These roles will be involved in evaluating and analysing a variety of considerations such as design, construction, operation, maintenance, installations and infrastructure of the nuclear-powered submarine fleet, within the Australian context, and transforming them into a world class capability.

Your role may range from being technically focused on singular areas to a broad portfolio, depending on your area of work and expertise. You may also have the opportunity to work across other technical fields within the division.

As an EL 1 platforms Engineer you will:

- Lead, plan and deliver critical and complex engineering activities within a specialist field and provide advice under broad direction.
- Translate and execute high level goals and outcomes, identify issues and uncertainties and incorporate these into advice, decision making and implementation.
- Implement engineering knowledge and processes within a specialist field to develop advancements to established engineering principles, techniques and methods.
- Evaluate technical and design packages, including scoping, planning, and reviewing, to maintain the design intent through life for the relevant Platform System.
- Execute assigned Safety Delegations through leading and ensuring safety aspects have been considered and addressed.
- Support the relevant Whole of Submarine Safety Case (WSSC) approval, amendment and review.
- Support the management of Key Hazard Certificates and permissions to operate (i.e. Control Certificates) within scope of delegation.
- Provide research and recommendations at the appropriate level for Upkeep, Upgrade and Update.
- Research, review, and report on alternatives and impacts regarding Concessions & Departure from Design Intent (DDIN) for relevant systems
- You may also be required to assist in supporting further development of the Directorates Technical capability as well as the greater ASA business.

This is an exciting, unique and once-in-a-lifetime opportunity to lead a program of national and international significance. ASA is an integrated civilian and military workforce that draws on high-quality and high-performing team members from diverse backgrounds and disciplines who embody Defence and Australian Public Service values and work every day with a nuclear mindset.

The Design Control, Sovereign Submarine Capability and Technical Base branches reside within the Technical Division. The Design Control Branch (Submarine Platform) is responsible for approving and maintaining the Submarine Platform design intent through life. The Sovereign Submarine Capability branch provides the project engineering workforce and ensures the build

and sustainment meets the design intent. The Technical Base Branch (Submarine Platform) is responsible for the provision of deep Engineering and Scientific capabilities that enables and informs the Technical Authority.

As a member of the Technical Division, you will continue to grow your subject matter expertise, be accountable for exercising any assigned authorities and Technical Regulatory Authority delegations and providing objective quality evidence.

You will be provided with unique opportunities to develop your skills and experience. In addition to leveraging your existing experience, you will also work alongside others within the team with knowledge, skills and experience from a wide spectrum of disciplines.

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

Our Team

The Design Control, Sovereign Submarine Capability and Technical Base branches reside within the Technical Division. The Design Control Branch (Submarine Platform) is responsible for approving and maintaining the Submarine Platform design intent through life. The Sovereign Submarine Capability branch provides the project engineering workforce and ensures the build and sustainment meets the design intent. The Technical Base Branch (Submarine Platform) is responsible for the provision of deep Engineering and Scientific capabilities that enables and informs the Technical Authority.

As a member of the Technical Division, you will continue to grow your subject matter expertise, be accountable for exercising any assigned authorities and Technical Regulatory Authority delegations and providing objective quality evidence.

You will be provided with unique opportunities to develop your skills and experience. In addition to leveraging your existing experience, you will also work alongside others within the team with knowledge, skills and experience from a wide spectrum of disciplines.

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

Our Ideal Candidate

We are seeking talented people who can work collegiately and have a passion for applying their technical skills and knowledge to assist with the development and implementation of scientific and engineering requirements. This will require a number of key competencies, such as:

- **Technical mastery:** Highly developed or the willingness to develop strong technical competence. This encompasses both your common and specialist skills and any additional technical competence.
- **Communication:** Strong written, intercultural and oral communication and negotiation skills. You will be required to communicate commercial and technical requirements to different stakeholders to inform decision making, build common understanding, share knowledge and maintain relationships.
- **Decision-making:** Sound judgment and logic, able to apply co-design practices, identify and mitigate risk, and be an analytical, strategic and systems thinker.
- **Technical advice:** The provision of subject matter expertise, reporting, analysis and guidance on technical fields, ensuring technical compliance and strong integrity.

- Professional excellence: In your professional area of expertise, you are adaptable, resilient and flexible.

Due to the sensitive work undertaken by ASA, you may be required to undertake further eligibility and suitability screening.

If you are a talented Engineering professional who has a passion for applying and developing their skills and knowledge, and wants to work within an integrated, collaborative and inclusive team, we want to hear from you. **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:

Our Engineering roles require 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 by Engineers Australia. These positions 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 demonstrate the ability to obtain such status within 12 months.

Qualifications to fulfil these roles include but are not limited to:

- Electrical Engineering
- Mechanical Engineering
- Mechatronics Engineering
- Metallurgy
- Naval Architecture

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>

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@defence.gov.au, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=CDDAB463-EA2A-6DBC-2B2F-DB36F6B7C67C

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Vacancy VN-0750455

Australian Submarine Agency

Closing Date:Sunday 17 November 2024

Australian Submarine Agency
Australian Submarine Agency

Job Title	Combat Systems Engineers
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Canberra ACT, Fishermans Bend VIC, Rockingham WA
Salary	\$115,899 - \$130,733
Future Merit Locations	Adelaide, Canberra, Fishermans Bend, Rockingham
Office Arrangement	Flexible
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 1
Position Number	ASA/09379/24
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

<https://defencecareers.nga.net.au/?jati=93D888E7-65CE-597E-F4CD-DB36F7F1B1CE>

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.

We are currently seeking proactive EL 1 Combat Systems Engineers to join our Technical Division. These roles do not require Defence experience exclusively and are open to Engineering Professionals from applicable industries.

Some of the areas we are looking to recruit to include:

- Electronic Warfare, Radar and Other Sensors.
- Masts, associated sensors and Mast Raising Equipment.
- Weapons discharge, stowage and embarkation including Fire Control, Vertical Launch Systems, Weapons and Payloads Systems.
- Combat Information System and processing.
- Combat System architectures including integration and security.
- Communications (internal and external).
- Submerged Signal Ejectors and Deployables.
- Navigation Systems.
- Special Fit equipment.
- Small arms and ordnance.

Australia is leveraging the technology, capability and design expertise from the UK and US to build our nation's future nuclear-powered capability. These roles will be involved in evaluating and analysing a variety of considerations such as design, construction, operation, maintenance, installations and infrastructure of the nuclear-powered submarine fleet, within the Australian context, and transforming them into a world class capability.

Your role may range from being technically focused on singular areas to a broad portfolio, depending on your area of work and expertise. You may also have the opportunity to work across other technical fields within the division.

As an EL 1 combat Engineer you will:

- Lead, plan and deliver critical and very complex engineering activities within a specialist field and provide advice under broad direction.
- Translate and apply high level goals and outcomes, identify issues and uncertainties and incorporate these into advice, planning, decision making and implementation.
- Implement engineering knowledge and processes within a specialist field to develop advancements to established engineering principles, techniques and methods.
- Evaluate technical and design packages, including scoping, planning, and reviewing, to maintain the design intent through life for the relevant Combat System.
- Provide Combat System design input through the tri-lateral partnership to the design evolution.
- Execute assigned Safety Delegations through leading and ensuring safety aspects have been considered and addressed.
- Support for relevant Whole of Submarine Safety Case (WSSC) approval, amendment and review.
- Support the management of Key Hazard Certificates and permissions to operate (i.e. Control Certificates) within scope of delegation.
- Provide research and recommendations at the appropriate level for Upkeep, Upgrade and Update.
- Research, recommend, and endorse relevant submarine operating documentation
- Support other duties as assigned.
- You may also be required to assist in supporting further development of the Directorates Technical capability as well as the greater ASA business.

This is an exciting, unique and once-in-a-lifetime opportunity to lead a program of national and international significance. ASA is an integrated civilian and military workforce that draws on high-quality and high-performing team members from diverse backgrounds and disciplines who embody Defence and Australian Public Service values and work every day with a nuclear mindset.

About our Team

The Design Control, Sovereign Submarine Capability and Technical Base branches reside within the Technical Division. The Design Control Branch (Combat Systems) is responsible for approving and maintaining the Combat System design intent through life. The Sovereign Submarine Capability branch provides the project engineering workforce and ensures the build and sustainment meets the design intent. The Technical Base Branch (Combat Systems) is responsible for the provision of deep Engineering and Scientific capabilities that enables and informs the Technical Authority.

As a member of the Technical Division, you will continue to grow your subject matter expertise, be accountable for exercising any assigned authorities and Technical Regulatory Authority delegations and providing objective quality evidence.

You will be provided with unique opportunities to develop your skills and experience. In addition to leveraging your existing experience, you will also work alongside others within the team with knowledge, skills and experience from a wide spectrum of disciplines.

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

Our Ideal Candidate

We are seeking talented people who can work collegiately and have a passion for applying their technical skills and knowledge to assist with the development and implementation of scientific and engineering requirements. This will require a number of key competencies, such as:

- **Technical mastery:** Highly developed or the willingness to develop strong technical competence. This encompasses both your common and specialist skills and any additional technical competence.
- **Communication:** Strong written, intercultural and oral communication and negotiation skills. You will be required to communicate commercial and technical requirements to different stakeholders to inform decision making, build common understanding, share knowledge and maintain relationships.
- **Decision-making:** Sound judgment and logic, able to apply co-design practices, identify and mitigate risk, and be an analytical, strategic and systems thinker.
- **Technical advice:** The provision of subject matter expertise, reporting, analysis and guidance on technical fields, ensuring technical compliance and strong integrity.

Professional excellence: In your professional area of expertise, you are adaptable, resilient and flexible.

Due to the sensitive work undertaken by ASA, you may be required to undertake further eligibility and suitability screening.

If you are a talented Engineering professional who has a passion for applying and developing their skills and knowledge, and wants to work within an integrated, collaborative and inclusive team, we

want to hear from you.

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:

Our Engineering roles require 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 by Engineers Australia. These positions 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 demonstrate the ability to obtain such status within 12 months.

Qualifications to fulfil these roles include but are not limited to:

- Computer Systems Engineering
- Electrical Engineering
- Mechanical Engineering
- Mechatronics Engineering

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>

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@defence.gov.au, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=93D888E7-65CE-597E-F4CD-DB36F7F1B1CE

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Vacancy VN-0750461

Australian Submarine Agency

Closing Date:Sunday 17 November 2024

Australian Submarine Agency

Australian Submarine Agency

Job Title	Combat Systems Engineers
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC, Adelaide SA, Canberra ACT, Rockingham WA
Salary	\$134,567 - \$161,521
Future Merit Locations	Adelaide, Fishermans Bend, Canberra, Rockingham
Office Arrangement	Flexible
Office Arrangement Details	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 2
Position Number	ASA0934424
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=45134575-1EE0-28A8-01A9-DB36F85C8771>

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.

We are currently seeking high performing EL 2 Combat Systems Engineers to join our Technical Division. These roles do not require Defence experience exclusively and are open to Engineering Professionals from applicable industries.

Some of the areas we are looking to recruit to include:

- Electronic Warfare, Radar and Other Sensors.
- Masts, associated sensors and Mast Raising Equipment.
- Weapons discharge, stowage and embarkation including Fire Control, Vertical Launch Systems, Weapons and Payloads Systems.
- Combat Information System and processing.
- Combat System architectures including integration and security.

- Communications (internal and external).
- Submerged Signal Ejectors and Deployables.
- Navigation Systems.
- Special Fit equipment.
- Small arms and ordnance.

Australia is leveraging the technology, capability and design expertise from the UK and US to build our nation's future nuclear-powered capability. These roles will be involved in evaluating and analysing a variety of considerations such as design, construction, operation, maintenance, installations and infrastructure of the nuclear-powered submarine fleet, within the Australian context, and transforming them into a world class capability.

Your role may range from being technically focused on singular areas to a broad portfolio, depending on your area of work and expertise. You may also have the opportunity to work across other technical fields within the division.

As an EL 2 combat Engineer you will:

- Be accountable for providing leadership and direction to ensure a high-level of integration and consistency across ASA.
- Be accountable for managing allocated resources, setting work area priorities, workflows, developing strategies and evaluating business outcomes.
- Drive the delivery of very complex engineering functions to maintain the design intent through life for the relevant Combat System.
- Draw upon deep specialist knowledge and expertise of the relevant engineering field in Combat Systems, business and operational context to identify issues and uncertainties and address appropriately.
- Provide Combat System design input through the tri-lateral partnership to the design evolution.
- Execute assigned Safety Delegations through leading and ensuring safety aspects have been considered and addressed.
- Support for relevant Whole of Submarine Safety Case (WSSC) approval, amendment and review.
- Support the management of Key Hazard Certificates and permissions to operate (i.e. Control Certificates) within scope of delegation.
- Provide research and recommendations at the appropriate level for Upkeep, Upgrade and Update.
- Research, recommend, and endorse relevant submarine operating documentation
- You may also be required to assist in supporting further development of the Directorates Technical capability as well as the greater ASA business.

This is an exciting, unique and once-in-a-lifetime opportunity to lead a program of national and international significance. ASA is an integrated civilian and military workforce that draws on high-quality and high-performing team members from diverse backgrounds and disciplines who embody Defence and Australian Public Service values and work every day with a nuclear mindset.

About our Team

The Design Control, Sovereign Submarine Capability and Technical Base branches reside within the Technical Division. The Design Control Branch (Combat Systems) is responsible for approving and maintaining the Combat System design intent through life. The Sovereign Submarine Capability branch provides the project engineering workforce and ensures the build and sustainment meets the design intent. The Technical Base Branch (Combat Systems) is

responsible for the provision of deep Engineering and Scientific capabilities that enables and informs the Technical Authority.

As a member of the Technical Division, you will continue to grow your subject matter expertise, be accountable for exercising any assigned authorities and Technical Regulatory Authority delegations and providing objective quality evidence.

You will be provided with unique opportunities to develop your skills and experience. In addition to leveraging your existing experience, you will also work alongside others within the team with knowledge, skills and experience from a wide spectrum of disciplines.

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

Our Ideal Candidate

We are seeking talented people who can work collegiately and have a passion for applying their technical skills and knowledge to assist with the development and implementation of scientific and engineering requirements. This will require a number of key competencies, such as:

- **Technical mastery:** Highly developed or the willingness to develop strong technical competence. This encompasses both your common and specialist skills and any additional technical competence.
- **Communication:** Strong written, intercultural and oral communication and negotiation skills. You will be required to communicate commercial and technical requirements to different stakeholders to inform decision making, build common understanding, share knowledge and maintain relationships.
- **Decision-making:** Sound judgment and logic, able to apply co-design practices, identify and mitigate risk, and be an analytical, strategic and systems thinker.
- **Technical advice:** The provision of subject matter expertise, reporting, analysis and guidance on technical fields, ensuring technical compliance and strong integrity.
- **Technical excellence:** In your professional area of expertise, you are adaptable, resilient and flexible.

Due to the sensitive work undertaken by ASA, you may be required to undertake further eligibility and suitability screening.

If you are a talented Engineering professional who has a passion for applying and developing their skills and knowledge, and wants to work within an integrated, collaborative and inclusive team, we want to hear from you. **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:

Our Engineering roles require 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. These positions 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 demonstrate the ability to obtain such status within 12 months.

Qualifications to fulfil these roles include but are not limited to:

- Computer Systems Engineering
- Electrical Engineering
- Mechanical Engineering
- Mechatronics Engineering

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>

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@defence.gov.au , asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=45134575-1EE0-28A8-01A9-DB36F85C8771

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Vacancy VN-0750468

Job Title	Platform Systems Engineers
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Fishermans Bend VIC, Rockingham WA
Salary	\$134,567 - \$161,521
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	ASA is committed to assisting its employees with flexible office arrangements. Flexible Office Arrangements are available for certain roles within ASA
Classification	Executive Level 2
Position Number	ASA/09364/24
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description

<https://defencecareers.nga.net.au/?jati=AC276E4A-4268-935C-5531-DB36F87FAB97>

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.

We are currently seeking high performing EL 2 Platform Systems Engineers to join the Technical Division. These roles do not require Defence experience exclusively and are open to Engineering Professionals from applicable industries.

Some of the areas we are looking to recruit to include:

- Ship and Auxiliary Systems (For example, Hydraulic Systems, Fluid Systems, Power, Energy and Atmospheres, etc)
- Test and Evaluation and Verification & Validation
- Whole Ship Integration
- Whole of Submarine Safety Case (WSSC)
- Survivability
- Structural Integrity
- Submarine Construction and Maintenance
- Naval Architecture
- Materials, Corrosion and Coatings

Australia is leveraging the technology, capability and design expertise from the UK and US to build our nation's future nuclear-powered capability. These roles will be involved in evaluating and analysing a variety of considerations such as design, construction, operation, maintenance,

installations and infrastructure of the nuclear-powered submarine fleet, within the Australian context, and transforming them into a world class capability.

Your role may range from being technically focused on singular areas to a broad portfolio, depending on your area of work and expertise. You may also have the opportunity to work across other technical fields within the division.

As an EL 2 Platform Systems engineer you will be required to:

- Accountable for providing leadership and direction to ensure a high-level of integration and consistency across ASA.
- Accountable for managing allocated resources, setting work area priorities, workflows, developing strategies and evaluating business outcomes.
- Drive the delivery of very complex engineering functions to maintain the design intent through life for the relevant Platform System.
- Draw upon deep specialist knowledge and expertise of the relevant engineering field in Platform Systems, business and operational context to identify issues and uncertainties and address appropriately.
- Execute assigned Safety Delegations through leading and ensuring safety aspects have been considered and addressed.
- Support the relevant Whole of Submarine Safety Case (WSSC) approval, amendment and review.
- Support the management of Key Hazard Certificates and permissions to operate (i.e. Control Certificates) within scope of delegation.
- Provide research and recommendations at the appropriate level for Upkeep, Upgrade and Update.
- Research, review, and report on alternatives and impacts regarding Concessions & Departure from Design Intent (DDIN) for relevant systems
- Research, recommend, and endorse relevant submarine operating documentation
- You may also be required to assist in supporting further development of the Directorates Technical capability as well as the greater ASA business.

This is an exciting, unique and once-in-a-lifetime opportunity to lead a program of national and international significance. ASA is an integrated civilian and military workforce that draws on high-quality and high-performing team members from diverse backgrounds and disciplines who embody Defence and Australian Public Service values and work every day with a nuclear mindset.

About our Team

The Design Control, Sovereign Submarine Capability and Technical Base branches reside within the Technical Division. The Design Control Branch (Submarine Platform) is responsible for approving and maintaining the Submarine Platform design intent through life. The Sovereign Submarine Capability branch provides the project engineering workforce and ensures the build and sustainment meets the design intent. The Technical Base Branch (Submarine Platform) is responsible for the provision of deep Engineering and Scientific capabilities that enables and informs the Technical Authority.

As a member of the Technical Division, you will continue to grow your subject matter expertise, be accountable for exercising any assigned authorities and Technical Regulatory Authority delegations and providing objective quality evidence.

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- **Technical mastery:** Highly developed or the willingness to develop strong technical competence. This encompasses both your common and specialist skills and any additional technical competence.
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- **Decision-making:** Sound judgment and logic, able to apply co-design practices, identify and mitigate risk, and be an analytical, strategic and systems thinker.
- **Technical advice:** The provision of subject matter expertise, reporting, analysis and guidance on technical fields, ensuring technical compliance and strong integrity.
- **Professional excellence:** In your professional area of expertise, you are adaptable, resilient and flexible.

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If you are a talented Engineering professional who has a passion for applying and developing their skills and knowledge, and wants to work within an integrated, collaborative and inclusive team, we want to hear from you.

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:

Our Engineering roles require 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 by Engineers Australia. These positions 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 demonstrate the ability to obtain such status within 12 months.

Qualifications to fulfil these roles include but are not limited to:

- Electrical Engineering
- Mechanical Engineering
- Mechatronics Engineering
- Metallurgy
- Naval Architecture

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>

About the Australian Submarine Agency

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To Apply

Position Contact	asa.recruitment@defence.gov.au, asa.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AC276E4A-4268-935C-5531-DB36F87FAB97

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Vacancy VN-0750549

Job Title	Assistant Director
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Surry Hills NSW
Salary	\$113,902 - \$129,908
Future Merit Locations	Surry Hills, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work is a flexible working arrangement where an employee may be able to work partly in the physical office and partly remotely.
Classification	Executive Level 1
Position Number	CA2425-009
Agency Website	

Job Description

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

The EPIC Branch delivers a range of initiatives to reduce disparities and improve cancer outcomes for all Australians. This includes:

- Supporting Cancer Australia to provide national and international leadership in cancer control and implementation of the first national Australian Cancer Plan.
- Investing in Australia's cancer industry independent clinical trials capacity and evidence-based support programs to reduce the impact of cancer, including the Support for Cancer Clinical Trials program.
- Reforming existing Cancer Australia grants programs to ensure they are delivering intended outcomes and remain focused on investing in priority research to improve cancer outcomes for all Australians.
- Delivering priority programs targeted at cancers with poorer outcomes, including delivering actions outlined in the National Pancreatic Cancer Roadmap and supporting the Department of Health and Aged care to implement the National Lung Cancer Screening Program.
- Providing national leadership to improve the collection of cancer data and undertake analysis to better understand unwarranted variations in cancer outcomes across the Australian population. This includes the National Cancer Data Framework, an action under the Australian Cancer Plan and National Cancer Control Indicators.
- Supporting Cancer Australia as a trusted voice through the review of the latest evidence, and active engagement in health promotion, communications and media.

Duties

The Assistant Director, Evidence and Data will lead and manage key elements of Cancer Australia’s data program and a number of national data and evidence projects. Cancer Australia is seeking an experienced individual with management and leadership experience, program management expertise, stakeholder engagement and negotiation capabilities, and superior written and oral communication skills.

The successful applicant will have data analysis and synthesis skills. The individual should also have extensive knowledge of the health/ cancer data environment and relevant statutory, regulatory, policy frameworks and be proficient in data analysis and interpretation.

Key accountabilities will include:

- Leading the strategic direction for a program of work and aligning longer-term planning with agency goals and objectives
- Managing and leading a team including developing and implementing work plans, and priorities and evaluating activities and working methods
- Bringing together a range of data and evidence and determining the best method/ approach for access, analysis and reporting, and undertaking and supervising data analysis to a quality standard
- Developing and writing reports, technical papers, briefs and providing written and verbal information to internal and external stakeholders
- Developing and managing relationships with stakeholders, engaging and collaborating to achieve outcomes and facilitate cooperation
- Leading and managing national data and evidence projects, including contract management, financial reporting and monitoring of progress, risks, and achievements.

Eligibility

- To be considered for ongoing or non-ongoing employment, candidates must be **Australian Citizens**.
- The successful candidate will be required to undergo pre-employment checks and to obtain/maintain a Baseline security clearance (minimum requirement depending on role).
- Tertiary qualifications in relevant disciplines are highly desirable.

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>

About the Cancer Australia

To Apply

Position Contact	Emily Symons, 02 9357 9494
Agency Recruitment Site	https://canceraustralia.gov.au/about-us/employment-opportunities

- that the names of successful applicants will also be notified in all formats of the electronic Public Service Gazette
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Vacancy VN-0750639

Defence Housing Australia

Closing Date:Friday 15 November 2024

Service Operations
Regional Operations

Job Title	Director of Service Operations
Job Type	Full-Time, Ongoing
Location	Gungahlin ACT
Salary	\$146,800 - \$180,630
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Options for flexible working arrangements may be negotiated
Classification	Executive Level 2
Position Number	493443
Agency Website	https://www.dha.gov.au/

Job Description

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

DHA is seeking an experienced Service Operations Director to join the DHA Service Operations Team. Apply now and be part of a rewarding career at DHA!

About us

Defence Housing Australia (DHA) is a Nationally Recognised Government Business Enterprise with the primary role of providing housing and related services to Defence and their families. DHA manages one of Australia's largest national housing portfolios of about 18,500 properties and has an opportunity for an experienced Director of Service Operations to join the team.

About your team

The Service Delivery Group is responsible for meeting DHA's delivery objectives for high quality housing services, including maintenance services, administration of entitlements, stock management, housing allocation and living-in accommodation booking services. The Service Operations team is part of the Service Delivery Group who deliver DHA's core services in tenancy, landlord and property management.

Duties

About the role

In this role, you will be a strategic leader of Service Operations to achieve strong operational performance outcomes for the region. You will be accountable for operational and financial performance targets, effective workforce planning, asset management and ensuring contractual requirements are met.

You will lead a geographically dispersed team to ensure business outcomes are achieved in accordance with corporate objectives. Through effective coaching and performance management, you will empower your team to deliver high quality customer service outcomes to all stakeholders. You will provide clear oversight and direction to build a high performing and engaged team. You will be relied on to develop strong and honest relationships with high profile stakeholders, built on an ethical foundation.

This role will require regular travel between regions.

The role is responsible for:

- Management of property and tenancy services in ACT, Riverina, Victoria and Tasmania.
- Collaborative and transparent leadership to build a team to achieve outcomes, innovate business processes and build workforce capability.
- Managing key relationships and engagement with a broad range of stakeholders, including senior ADF representatives, the Service Chiefs and the Chief of Defence Force (CDF) in Canberra.
- Guidance, direction and implementation of business improvement initiatives in support of DHA's strategic objectives.
- Identification and remediation of operational risk through effective assurance activities and executive reporting.
- Commercial financial and contract management including budget development, reporting, monitoring of expenditure and achievement of financial targets

For information on DHA's Employee Value Proposition, visit our [website](#). **Eligibility**

Employment with DHA is conditional on successful applicants demonstrating that they are an Australian citizen and can obtain and maintain a security clearance at the required level.

Notes

How to apply

Apply now via our [online careers site](#) 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 Position Description through the [online careers site](#).

Any questions? Please contact Meagan Jaunutis, National Service Operations Manager T: (08) 8245 7807 E: Meagan.jaunutis@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>

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	Meagan Jaunutis, 08 8245 7807
Agency Recruitment Site	https://careers.dha.gov.au/

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Vacancy VN-0750596

Job Title	Border Force Supervisor - Assistant Contract Management Officer Detention
Job Type	Full-Time;Part-Time, Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD
Salary	\$90,199 - \$103,770
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - QLD
Office Arrangement	Flexible
Office Arrangement Details	Flexible arrangements considered.
Classification	APS Level 6
Position Number	134491
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/134491/>

About our team

Regional Operations | Onshore Detention | Detention Contracts Management Unit | Onshore Health Contracts/ Onshore Detention Contracts

The Detention Contracts Management Unit (DCMU) plays a critical role for the Australian Government in supporting Immigration Detention through strategic governance and contract management of commercial onshore service providers. This includes professionally administering two main contracts, the Immigration Detention Facilities and Detainee Services Contract and the Immigration Detention Health Services Contract. The primary objective is to maintain the welfare of detainees, while continuously improving the effectiveness and efficiency of services provided under the contract/s.

DCMU is responsible for maintaining productive relationships, while providing guidance and advice to operational staff, service delivery providers and external scrutiny bodies to meet contract administration requirements, exercise evidenced based decision making and enable value for money outcomes for the Department.

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

Our ideal candidate

- Contribute to the team with passion and drive, fostering a dynamic and progressive atmosphere in an ever-evolving, forward-thinking environment
- Contribute to the team(s) in managing high risk, high value contracts to support ABF operational delivery
- Possess or aspire to develop skills in managing high-risk high value contracts
- Be committed to building an inclusive workplace and fostering a positive, energetic and supportive work culture
- Effectively communicate, liaise and collaborate with internal and external stakeholders

- Demonstrates leadership, integrity and is committed to fostering a positive, energetic and supportive work culture
- Establish and foster a positive and collegiate partnership with key internal stakeholders including Detention Operations and Detention Governance Strategy and Standards
- Shows agility and resilience to adapt to new and changing issues and priorities.

Duties

The specific duties of an APS6 Supervisor (Assistant Contract Management Officer) may (depending on their specific role) include, but are not limited to:

- Monitor service provider performance for compliance against contract provisions, including contract deliverables, service level agreements and financial management
- Analyse and reconcile monthly service level reporting within the contract performance management framework
- Interpret contract provisions and provide contract advice to clients
- Analyse contract issues and provide assistance to the Contract Manager
- Responsible for secretariat and governance functions for various contracts
- Providing flexible and responsive support to the Contract Manager (EL2) and the Contract Management Officer (EL1) as required
- The role may include supervision of staff and other administration duties as directed.

Additional information

The Assistant Contract Manager (APS6) is an experienced officer who will be responsible for providing contract administration and Contractual support to the Contract Management Officer (EL1) by utilising skills such as:

- Strong attention to detail, writing skills and organisation and prioritisation skills
- Confidently present messages in a clear, concise manner
- Sound communication skills and rational analytical skills
- Strong time management to ensure compliance timelines and targets are achieved
- Act professionally at all times and operates within the boundaries of organisational processes and legal constraints
- Knowledge of the Australian Government financial framework and financial reporting requirements or ability to acquire
- Understands and supports the work environment and contributes to the development of plans, strategies and team goals
- Identifies problems and works independently and as a team to resolve them
- Competency in a range of professional skills including relevant experience in procurement, contract management, and/or stakeholder management whilst working under limited direction
- Works collaboratively and operates as an effective team member
- Competency in Microsoft Word and Excel
- A minimum of Certificate IV in Procurement and Contracting or equivalent on commencement or shortly thereafter.

Eligibility

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

The successful candidate will be required to obtain and maintain a Negative Vetting Level 1 (AGSVA) security clearance and an Employment Suitability Clearance (ESC).

Notes

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

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

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

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

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

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	Simon Marland, 0403 243 962
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/134491/

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Vacancy VN-0750457

Job Title	APS5 Aurion Administrator
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$86,940 - \$92,507
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	APS Level 5
Position Number	105-2024
Agency Website	www.treasury.gov.au

Job Description

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

The Integration Unit has several close-knit teams including data administration, application development and digital workspaces which support a variety of ICT functions. We value diversity of skills and you will have opportunities to engage with and extend into these areas as opportunities arise. We have a culture first approach with a focus on collaboration and respect. All Treasury staff can access working from home arrangements under our flexible workplace policy.

As part of the Integration Unit in the Enterprise Systems team, you will assist with the administrative support of the Aurion HRMIS and Cherwell IT Service Management Tool, contributing to the provision of HR and IT services to Treasury.

Our ideal candidate will demonstrate an ability to trouble-shoot issues, investigate potential resolutions and provide sound advice to clients and colleagues based on their investigations. They will possess a sound knowledge of Aurion or have a minimum of 2-3 years of experience working with a HRMIS or IT Service Management system and demonstrated ability to learn new systems. They will also have experience in using databases and Microsoft products to complete regular and ad-hoc reporting requests.

The position is Canberra based however remote work will be considered for the right candidate. We offer flexible working arrangements where we encourage a hybrid arrangement between work and home.

Duties

As an APS 5 your responsibilities will include:

- Ongoing system administration and support of the Aurion Human Resource Management Information System (HRMIS).
- Supporting the testing and implementation of changes including upgrades, system enhancements and new modules.
- Contribution to the continuous improvement of systems, information, and projects, ensuring compliance with changes in legislation, policies and delegations.
- Provision of a range of legislative, regulatory and ad hoc reporting requirements.
- Development and maintenance of documentation including system administration manuals and training material.

- Ongoing responsibility for regular and routine work, such as running pays and associated activities, end of financial year activities, responding to queries.
- Providing back-up support and services for the Cherwell IT Service Management Tool, including system support, testing and procedure development.

Eligibility

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

Notes

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

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

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

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Job Title	Chief People, Culture & Inclusion Officer
Job Type	Full-Time, 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	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	R100142
Agency Website	www.futurefund.gov.au

Job Description

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

At the Future Fund, we're for future minds – like yours. The new investors and creators who thrive on different thinking and doing it together. Those who glimpse opportunity before it strikes and step up every day to grab it.

The Future Fund is Australia's Sovereign Wealth Fund, managing over \$270 billion across seven public asset funds with the same purpose: growing Australia's future. We are a global investor and work closely with world leading investment organisations to access the best investment ideas.

Where others see challenges, we see more interesting investment experiences. Every person, every skillset, every mindset is an asset. We've got every future generation to consider, yet our approach to investing is incredibly pure: we think about it deeply, and daily. Ours is a culture where great people grow the future together, with the rare ability to work collaboratively, think freely, and make a real difference.

Are you Futureminded? Let's create what's next.

The Opportunity

The Chief People Culture & Inclusion Officer (CPCIO) is the CEO's key partner in leading the development and reinforcement of the Agency's culture and has responsibility for the enablement of that culture through people related processes and initiatives. How the Agency's people work together to support the Agency's purpose, strategy and values is a key determinant of our success.

The CPCIO is responsible for building the people and culture capability of the organisation and leading the human resources team to maintain effective and efficient people related processes to support organisational goals.

Our three-year plan is designed to move the Agency to a high performing organisation led by a high performing team. Critical to this will be the CPCIO's leadership and support for how our leaders and decision makers embrace diversity of views and come together to constructively challenge each other, provide and listen to critical feedback and seek to address areas for improvement in support of our common goals. The Future Fund Academy, under the supervision of the CPCIO, is one tool available to us in achieving this outcome – particularly in supporting our leaders and designing desirable interventions. However much of the desired change will need to be achieved on the job with the CPCIO and the HR Business Partners supporting the self-led development of our team.

The CPCIO is responsible for the strategic direction of Future Fund Academy, the Agency's corporate learning institute. The

Future Fund Academy will enable cultural, technical and leadership development activities across the Agency. The CPCIO is the Sponsor of the "Supercharge Our Culture" Focus Area and a member of the Senior Leadership Team.

Duties

Your responsibilities will include leading the continuous development of our people and processes. You will support talent management initiatives such as attraction, retention, and succession planning, and ensure our Employee Value Proposition (EVP) is aligned with our organizational goals. Additionally, you will develop and monitor our Diversity and Inclusion strategy, ensuring compliance with all applicable laws and performance management systems.

As Chief People, Culture & Inclusion Officer, you will oversee the Future Fund Academy, a key tool for developing our people and creating a high-performing team. You will maintain and promote our preferred culture, provide leadership development and training, and support technical skills acquisition strategies. Your efforts will ensure an inclusive environment where all employees feel valued and able to contribute.

You will lead a high-performing People, Culture & Inclusion team of around 30 people, ensuring they are integrated into our organisational culture and work effectively alongside the business. Your leadership will ensure the team delivers timely, accurate, and business-oriented people advice and services.

Eligibility

We are seeking a candidate with a formal degree and/or postgraduate qualifications in Human Resources or a related field. Additional studies in psychology or equivalent areas are highly regarded. The ideal candidate will have proven HR leadership and advisory experience at a strategic level, with strong relationship management and team-building skills. Experience in developing and operating a corporate learning academy, along with applied knowledge of Australian employment law, is essential.

The successful candidate will have a demonstrated ability to drive cultural change and balance business needs with attracting and retaining a modern, flexible, high-performing workforce. A commitment to cognitive diversity and inclusion practices is crucial. Experience advising executive and leadership teams on broad-ranging people-related issues, as well as organisational and leadership development, is required. The ability to work effectively with Chair and Board committees and lead a team of high-performing professionals is also necessary.

Key competencies include strong leadership and professional presence, with the ability to influence and unite people around a shared vision of culture. The candidate must demonstrate credibility, confidence, and professionalism, earning trust and respect from others. They should maintain composure under pressure and balance strategic foresight with operational execution. Excellent communication skills are essential, with a personal style that models integrity, equity, fairness, and transparency.

The candidate should promote a culture of belonging and psychological safety, creating a positive, supportive work environment. Building and maintaining strong, emotionally intelligent relationships within the organisation and its broader network is vital. A team-first approach with excellent collaboration, communication, and interpersonal skills is required. Experience in government or finance-related organisations and knowledge of investment psychology are highly regarded.

We Are For Everyone

At Future Fund, we are better for our differences. Every person, every skillset, every mindset is an asset. We want everyone to feel comfortable bringing their authentic selves to work. Which is why we're looking for future minds like yours. Your past experiences help us expand our collective knowledge, add value and create something better. When doing your job means Australia has more money to invest in renewables, education, healthcare and medical breakthroughs – there's a tangible impact to what we do. And we want you to be part of it.

Are you Futureminded? Learn more about us at our LinkedIn Life page.

**Please note that the Future Fund is partnering with an external search firm for this process and we may request permission to pass your personal details on to them for the purposes of assessing suitability for the role.

Notes

About the Future Fund Management Agency

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

To Apply

Position Contact	John Campanaro, 0386566400
Agency Recruitment Site	https://futurefund.wd105.myworkdayjobs.com/en-US/future_fund

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Vacancy VN-0750565

Murray-Darling Basin Authority

Closing Date:Wednesday 13 November 2024

Business Services
Business Operations

Job Title	APS6 Facilities Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$98,575 - \$108,492
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	In office
Classification	APS Level 6
Position Number	100230
Agency Website	

Job Description

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

Join us to shape the future of one of Australia's greatest natural assets and protect it for future generations.

We are seeking people who want to contribute to a significant water reform program that aims to respond to the impacts of climate change, support community and industry needs, and improve access to water for First Nations people.

The Murray-Darling Basin Authority (MDBA) is an independent government agency which, in partnership with Basin governments, manages the Murray–Darling Basin's water resources in the national interest. With the enactment of the Water Act 2007, the MDBA was established as an independent expertise-based statutory agency.

The MDBA aims to achieve a healthy working Basin for the benefit of all Australians. The Murray–Darling Basin contains a rich diversity of natural environments that are unique in Australia and the world. The Basin is also crucial to Australia's economy and home to 2.3 million Australians, including people from over 50 First Nations. How we manage the Basin as a whole connected system, manage our water carefully, and protect it for future generations is set out in the [Murray-Darling Basin Plan](#).

Duties

The Canberra Facilities Manager role is responsible for the day-to-day property and facilities administration of the MDBA's Canberra office accommodation. It will be involved in the planning and coordination of all aspects of property and facilities management, along with aspects of protective security administration, contract management and procurement, and vendor liaison.

The Canberra Facilities Manager works closely with the executive within the Business Services Portfolio (most notably Procurement, People and Culture, ICT and Data services), as part of the Finance and Business Operations Branch.

The work will be complex in nature and require you to work under limited direction with the opportunity for reasonable autonomy and accountability. You will be a problem-solver and may assist in strategic planning, program and project management and policy development with the flexibility, motivation and desire to make a difference in delivering the Support Services work program.

Your key responsibilities in this role are to

- Coordinate site/facilities repairs and monitor ongoing performance of facilities (including contracting out and supervising maintenance technicians contracted on behalf of the portfolio).
- Local contract and lease negotiation and management.
- Foster internal and external relationships through a high standard of professional and personal integrity to build confidence as a reliable and trusted subject matter expert.
- Provide technical, operational, and strategic advice and support in relation to regional facilities management and contract matters.
- Financial management for procurements and contracts pertaining to MDBA Offices Project.
- Manage the ordering of Canberra based stationery, cleaning products, and milk.
- Coordinate national minor procurements including stationery, cleaning products, milk and other stores which requires value-add from a centralised approach.
- Coordinate, manage, and report against property systems (Skedda desk booking system).
- Undertake investigation and analysis of complex issues and provide a range of compliant solutions.
- Contribute to other projects, tasks and processes as required, including actively identifying and providing solutions to business process improvements.
- Assist executive with the creation/review of Property and Security policy and guidance material.
- Engage and collaborate with other parts of the MDBA and other external stakeholders to contribute to Questions on Notice, Audit and Risk Committee, and Executive Board responses.
- Enhance and build the good reputation of the agency through representation at public and professional forums.
- Contribute to meetings as a key member of the Branch.
- In consultation with Business Services Portfolio Executive, assist Canberra office in areas of corporate support.
- Assist Reception/Operations when additional resources required.

Eligibility

To be eligible for a position, you must be:

- an Australian citizen
- be willing to obtain, or currently possess a baseline security clearance

- satisfy all other MDBA engagement requirements, including health and character clearance.

We value diversity in gender, backgrounds, culture and experience of our employees and we are committed to providing an inclusive workplace culture that ensures everyone has equal opportunity to contribute, participate and progress. Applications who are First Nations, come from a diverse cultural or linguistic background or have a disability are encouraged to apply. We aim to ensure that all applicants are treated fairly and that they have equal access to job opportunities.

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>

About the Murray-Darling Basin Authority

To Apply

Position Contact	Luke Tonkin, 02 6279 0549
Agency Recruitment Site	https://www.mdba.gov.au/careers

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Vacancy VN-0750631

Job Title	EL2 - Director, Strategy and Transformation
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	\$135,511 - \$160,981
Future Merit Locations	Various locations - ACT, Parkes
Office Arrangement	On Site;Flexible
Office Arrangement Details	Flexibility to be negotiated with suitable candidate
Classification	Executive Level 2
Position Number	108010
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 senior leadership team, you will work collaboratively with your team, across Collection Branch and the Library to serve the public and achieve our priorities.

Duties

The Library is seeking to fill an ongoing **Director, Strategy and Transformation** role in the Collection Branch.

In this role you will drive continuous business improvement and innovation across the Collection Branch. You will work closely with the Branch leadership team, and across the Library, to apply project management and change management methodology to projects and initiatives, and to support Branch budgeting, corporate performance and reporting activities You will have a focus on ensuring that critical tasks are managed, and risks addressed.

The position requires excellent communication abilities and interpersonal skills, with an ability to work both under broad direction and independently to achieve strategic priorities.

Our ideal candidate will be a dynamic, highly motivated, organised and self-directed individual with proven experience delivering a program of work and individual projects.

To thrive in this role, you will:

- Have extensive program and project management knowledge and experience.
- Highly developed problem solving and organisational skills.
- Strong communication (oral and written) and liaison skills, including the ability to communicate with influence and negotiate effectively with people at all levels.
- Strong stakeholder management skills, including the ability to build and maintain relationships and to adapt to changing situations and priorities.
- Demonstrate resilience and personal accountability for the quality of advice and delivery of outcomes, including successfully challenging the status quo when required.

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

Notes

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

Applications Close: 11:30pm Sunday 17 November 2024 (AEDT)

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

About the National Library of Australia

To Apply

Position Contact	Cathy Pilgram, NA
Agency Recruitment Site	https://nla.nga.net.au/cp/

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Vacancy VN-0750607

Job Title	Environment Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	\$110,250 - \$123,861
Future Merit Locations	Various locations - WA
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Working predominantly in the office, however, work from home may be permitted as per NOPSEMA's policy.
Classification	APS Level 6
Position Number	13402
Agency Website	https://www.nopsema.gov.au/

Job Description

<https://www.nopsema.gov.au/about/careers>

The National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA) is Australia's independent expert regulator for health and safety, structural integrity, well integrity and environmental management for all offshore energy operations and greenhouse gas storage activities in Commonwealth waters, and in coastal waters where regulatory powers and functions have been conferred.

NOPSEMA also administers the functions of the Offshore Infrastructure Regulator (OIR), for the offshore renewables industry. This includes the regulation of work health and safety, infrastructure integrity, and environmental management for offshore renewable energy infrastructure activities.

Working with NOPSEMA provides an opportunity to make a real difference to people working in Australia's offshore energy industry.

We are looking for passionate, professional and skilled people who are committed to improving environmental outcomes for offshore petroleum, greenhouse gas storage and offshore renewable energy activities.

NOPSEMA is immediately recruiting a full-time Environment Officer, within the Geophysical Survey and Installation Team, in the Regulatory Operations Division at its Perth office.

This opportunity will allow you to apply your experience, contribute to multidisciplinary team assessments and support NOPSEMA undertake inspection activities. The role will contribute to the assessment of Environment Plans for marine seismic surveys and infrastructure installation, with opportunities to work across exploration, operations and decommissioning activities.

Why work for NOPSEMA?

As a highly skilled, agile and competent regulator, our people are our number one asset. NOPSEMA offers highly competitive remuneration packages, five weeks annual leave, 18 personal leave days per annum, 15.4% superannuation contribution and flexible working arrangements.

Guided by our values of professionalism, ethics, independence and leadership the decisions we make and the actions we take affect individuals, businesses, communities and the environment. Our people can make a difference. Grow your career in the offshore energy sector. Be a part of Australia's future and apply today.

NOPSEMA is committed to a fair, flexible, safe and rewarding workplace which allows for diversity amongst all its employees. Applicants who are First Nations people, come from a diverse cultural or linguistic background or have a disability are encouraged to apply.

Applications must be submitted by the closing date. Any applications received beyond the closing date will not be considered.

Please note this recruitment process will be valid for a period of 18 months and may be used to fill ongoing and non-ongoing positions at this level or similar that arise over the 18 month period.

Duties

As an Environment Officer, you will support our efforts to ensure that the offshore energy industry operates in an environmentally responsible manner and will be responsible for:

1. Supporting the assessment of Environment Plans and Offshore Project Proposals and management plans under the Offshore Petroleum and Greenhouse Gas Storage Act, Offshore Electricity Infrastructure Act, and advise on environmental impact assessment documents under the EPBC Act.
2. Supporting Environment Specialists in the preparation for inspections and other assurance activities.
3. Support effective regulation of the offshore energy sector, in line with relevant requirements.
4. Support NOPSEMA engagements with industry and other stakeholders.

If you want to make a difference, ensure that offshore energy activities are implemented in an ecologically sustainable manner and have experience in the following areas, we want to hear from you:

- Experience in assessing and/or managing environmental impacts and risks in the marine environment.
- Ability to support investigation and systematic analysis of environment risks and impact management approaches.
- Project management and ability to provide team support in timely and efficient manner.
- Tertiary qualifications in environmental science, engineering or equivalent and experience in marine environmental consulting, government or industrial activities.

Eligibility

You will be required to pass a pre-employment medical and maintain medical fitness.

You must pass and maintain a security clearance to a level appropriate for the position.

Prior to any offer of employment, the recommended applicant will be required to undertake pre-employment checks, including national police clearance and declaration of conflict of interest.

NOPSEMA staff are prohibited from trading in oil and gas resources and/or offshore renewable electricity sector shares.

This position is open to Australian citizens only.

Notes

About the National Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

NOPSEMA is Australia's independent regulator for health and safety, well integrity and environmental management for offshore petroleum and greenhouse gas storage activities in Commonwealth waters (comprising the first three nautical miles of the territorial sea) and in coastal waters where regulatory powers and functions have been conferred. For more information see [nopsema.gov.au](https://www.nopsema.gov.au)

To Apply

Position Contact	Human Resources Adviser, 08 6188 8778
Agency Recruitment Site	https://www.nopsema.gov.au/about/careers

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Agriculture, Water and the Environment

Vacancy VN-0750476

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 17 November 2024

Biosecurity Plant and Science Services
Post Entry Quarantine Post Entry Quarantine

Job Title	Assistant Director
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Mickleham VIC
Salary	\$120,290 - \$129,379
Future Merit Locations	Mickleham
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Refer to Position Description
Classification	Executive Level 1
Position Number	2024/4155
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
The **Post-Entry Quarantine Group (PEQ)** is responsible for the post arrival quarantine of plants and animals at the Mickleham Post-entry Quarantine Facility located on the outskirts of Melbourne. The Mickleham PEQ Facility is purpose built for accommodating high risk plants, horses, cats, dogs, ruminants, birds and bees while undergoing post-entry quarantine. Working in partnership with plant scientists and veterinarians, we ensure that all plants and animals passing through the facility meet all necessary requirements to demonstrate compliance with the regulatory requirements for their safe import and that the health and welfare of the plants and animals is maintained throughout the period of their stay in PEQ.

Duties

The Job
The role of an Assistant Director is to provide leadership to support the achievement of regulatory outcomes in line with the

department's business plan and the divisional strategic direction and priorities. Assistant Directors need to influence change, contribute to business planning and decision-making processes. Assistant Directors are required to demonstrate innovative leadership while providing support to and leading managers and teams in a regulatory environment. This includes responding to issues that arise outside of normal working hours. Depending upon the role, duties may include all or some of the following:

- Leading teams in delivering regulatory services and building organisational capability and responsiveness.
- Effectively collaborating with internal and external stakeholders to enhance regulatory service delivery and achieve outcomes.
- Researching, interpreting and applying complex legislation.
- Undertaking strategic planning and managing competing priorities to deliver complex project outcomes aligned with business objectives.
- Preparing reports, briefing papers, Ministerial correspondence and discussion papers.
- Leading the analysis of performance metrics and benchmarks, and reporting findings to the Director.
- Managing risk assessments and compliance activities with a focus on WHS and emergency management.
- Contributing to policy and process changes, while also identifying and implementing innovative initiatives to enhance operational effectiveness and biosecurity management, including biocontainment.
- Identifying opportunities for property upgrades, and developing proposals to improve biosecurity and operational risk management, collaborating with stakeholders, including the Property Team in planning and implementation.

Eligibility

What we are looking for

Knowledge and experience

The successful applicants will have:

- Proven experience in leading, providing strategic direction and supporting teams in a dynamic operational environment, and fostering a culture of high performance through effective coaching and mentoring.
- Knowledge or an understanding of the department's role in delivering national biosecurity operations including knowledge of Australia's biosecurity system, concepts and relevant legislation.
- Experience in driving business improvement and innovative initiatives and managing complex projects from conception to implementation.
- High level writing skills, with demonstrated experience delivering a range of written products including briefings for senior executives, ministerial responses, and policy and technical documents.
- Experience working in a regulatory environment.
- Experience in financial management including budget development, monitoring, reporting and forecasting.

The successful applicant must:

- Hold and maintain a valid Australian motor vehicle drivers licence.
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Note that you may be required to perform occasional out-of-hours and weekend work.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.
- Note that you must satisfactorily complete components of the Biosecurity Foundation Program and meet the minimum requirements in order to be appointed as a Biosecurity Officer under the Biosecurity Act 2015.- MSIC and ASIC Licences.

- If the position requires unescorted access within an aviation or maritime security zone, you will be required to obtain and maintain an Aviation Security Identification Card (ASIC) or Maritime Security Identification Card (MSIC).

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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Judie Wong, judie.wong@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750520

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 17 November 2024

People, Property and Security
People Strategy & Safety WHS National Operations

Job Title	Assistant Director WHS National Operations
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	\$120,290 - \$129,379
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	185 O'Riordan St, Mascot, NSW 2020
Classification	Executive Level 1
Position Number	2024/4300
Agency Website	https://www.agriculture.gov.au

Job Description

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

The People, Strategy, and Safety Branch is focused on developing and growing the department's workforce. We ensure the right people, with the right skills, are in the right roles to meet our department's goals. Our team works closely with business areas to provide guidance in key areas such as health and safety, workforce planning, diversity and inclusion, and leadership development.

Who we are

Within the branch there are two dedicated **Workplace Health and Safety (WHS) sections**.

The **WHS Enterprise team** that leads our overall safety strategy and ensures we have a strong safety management system in place.

The **WHS National Operations team** where this role sits, works directly with our staff and stakeholders to implement this system and provide ongoing support on safety matters.

This is where you play an important role.

As an Assistant Director within the WHS National Operations team, you will lead a team of Senior WHS Advisors who provide WHS support and advice across the department. You will play a critical role in developing the capability of Senior WHS Advisors to enable them to independently provide contemporary WHS advice to stakeholders.

Duties

The Job

As the Assistant Director WHS National Operations, you will:

- **Provide expert WHS guidance:** Advise executives, senior management, and staff to build safety capabilities and ensure continuous improvement in workplace health and safety practices.
- **Lead incident management:** Oversee hazard and incident reporting, investigations, and serious near misses, working with stakeholders to implement effective risk mitigation controls.

- Support risk management: Assist stakeholders in identifying and reporting risks, enhancing control measures, and providing feedback on WHS strategies for continuous improvement.
- Drive safety initiatives: Develop and implement WHS strategies and programs that positively influence the safety culture and outcomes across the department.
- Foster collaboration: Build strong working relationships with internal and external stakeholders to address physical and psychological risks and support a high-performing safety culture.
- Ensure compliance and education: Develop WHS programs, policies, and procedures for compliance, and deliver targeted training to raise awareness of key safety risks.
- Prepare critical documents: Draft reports, submissions, and correspondence for internal and external stakeholders on complex and sensitive WHS matters.

Eligibility

What we are looking for
Knowledge and experience

- Comprehensive understanding of the Work Health and Safety Act, Regulations, Codes of Practice, and relevant Australian and International Standards.
- Proven application of WHS laws and standards in diverse workplaces with varying hazard profiles.
- Minimum of five years' experience in a WHS leadership or management 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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Renae Roberts, renae.roberts@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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People, Property and Security
People Strategy & Safety Work Health & Safety (WHS) Enterprise

Job Title	Assistant Director Occupational Hygiene & Health
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$120,290 - \$129,379
Future Merit Locations	Adelaide, Brisbane, Canberra, Melbourne, Sydney
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Executive Level 1
Position Number	2024/872
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
The **People, Strategy, and Safety Branch** is focused on developing and growing the department's workforce. We ensure the right people, with the right skills, are in the right roles to meet our department's goals. Our team works closely with business areas to provide guidance in key areas such as health and safety, workforce planning, diversity and inclusion, and leadership development.

The **WHS Enterprise team** that leads our overall safety strategy and ensures we have a strong safety management system in place.

The **WHS Enterprise team** where this role sits, works directly with our staff and stakeholders to implement this system and provide ongoing support on safety matters.

This is where you play an important role.
As an Assistant Director within the WHS National Enterprise team, you will lead nationally Occupational Hygiene and Health projects to support the development of key elements within our safety management system. You will have the opportunity to identify and drive work programs that are led with an evidence-based approach.

Duties

The Job
As the Assistant Director Occupational Hygiene & Health, you will:

- Lead and build capability within a small team, delivering occupational hygiene and health programs that align with WHS Strategy and broader departmental priorities.

- Provide high-quality, evidence-based advice on emerging WHS issues, while ensuring effective communication and relationship-building with key stakeholders.
- Design, implement, and monitor the Occupational Health and Hygiene Management Plan, coordinating health assessments, risk management initiatives, and the validation of control measures.
- Review and communicate findings from expert reports, collaborating with the WHS National Operations Section and stakeholders to drive continuous improvement.
- Provide regular updates on health and hygiene initiatives, ensuring alignment with strategic goals and effective stakeholder engagement.

Eligibility

What we are looking for
Knowledge and experience

Comprehensive understanding of the Work Health and Safety Act, Regulations, Codes of Practice, and relevant Australian and International Standards.

- Proven application of WHS laws and standards in diverse workplaces with varying hazard profiles.
- Extensive experience in engaging with subject matter experts (SMEs) to address occupational hygiene and health issues and provide tailored, practical solutions.
- Strong background in hazard and risk management practices, with specialization in Occupational Hygiene and Health.
- Developed and implemented successful Occupational Hygiene and Health management programs.
- Minimum of five years' experience in a WHS leadership or management role.
- Preferred qualifications in health, science, occupational hygiene, or work health and safety.

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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Renae Roberts, renae.roberts@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750547

Department of Agriculture, Fisheries and Forestry

Closing Date:Friday 22 November 2024

Audit & Assurance Agriculture Trade and Policy External Communication

Job Title	Public Affairs Officer Grade 1
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$74,882 - \$89,398
Future Merit Locations	Adelaide, Brisbane, Canberra, Darwin, Melbourne, Perth, Sydney
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible
Classification	APS Level 4;APS Level 5
Position Number	2024/4206
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
The Strategy, Performance and Engagement Division delivers departmental services such as media and communications, engagement, governance, planning, reporting, risk management, and crisis/emergency management. We provide direct support to the minister's office and manage Parliamentary and Cabinet business for the department. We advise the executive and business areas on portfolio strategy, including developing and embedding the department's strategic purpose, objectives, priorities, vision and values.

The Communication and Media Branch delivers corporate communication and strategic communication activities in support of the department and our minister, for the benefit of the Australian community. This includes managing the department's social media strategy and social media presence, media support services across the department and for our minister's office, production services including video, graphic design and branding, web publishing for external-facing departmental websites, the development of campaign and non-campaign materials, and crisis communication.

Do you have a knack for strategic communication and a desire to make a meaningful impact? We are seeking a Public Affairs Officer to join our dynamic team, which focuses on delivering communication results for Agriculture trade and policy clients.

Duties

The Job
Working with direction, primary duties will include but are not limited to:

- Supporting the implementation of communication plans.
- Writing a broad range of communication materials, drawing information from various sources.
- Liaising with stakeholders, including other enabling services and suppliers such as graphic designers, video production, web design and publication.
- Assisting with the development and publication of corporate content for the department's intranet.
- Undertake research and analysis of issues relevant to client area work as required.
- Supporting productive and professional relationships with colleagues, and stakeholders on the delivery of departmental priorities.
- Undertaking team administrative tasks, including arranging and support meetings, events and working groups, records and inbox management as required.

Eligibility

What we are looking for
Knowledge and experience

- The successful applicant will have completed a relevant communications/journalism/public affairs degree or diploma OR have experience in a relevant field for communication management.

Mandatory qualifications

- To be eligible for the Public Affairs Officer (PAO) banding, you must have a cadetship or a relevant public affairs degree or diploma or 2 years relevant work experience.

Notes

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Rob Johnson, 0452 257 816
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750574

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 17 November 2024

People, Property and Security
People Strategy & Safety Work Health & Safety (WHS) Enterprise

Job Title	Assistant Director Risk Assurance & Analytics
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW
Salary	\$120,290 - \$129,379
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	2024/4235
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
The **People, Strategy, and Safety Branch** is focused on developing and growing the department's workforce. We ensure the right people, with the right skills, are in the right roles to meet our department's goals. Our team works closely with business areas to provide guidance in key areas such as health and safety, workforce planning, diversity and inclusion, and leadership development.

Within the branch there are two dedicated Workplace Health and Safety (WHS) sections.
The **WHS Enterprise team** that leads our overall safety strategy and ensures we have a strong safety management system in place.

The **WHS National Operations team** where this role sits, works directly with our staff and stakeholders to implement this system and provide ongoing support on safety matters.

This is where you play an important role.
As an Assistant Director within the WHS Enterprise team, you will lead nationally significant projects that will assist with the development of key WHS risk assurance elements within our safety management system. You will have the opportunity to identify and drive work programs that are led with an evidence-based approach.

Duties

The Job
As the WHS Assistant Director Risk Assurance and Analytics, you will:

- Lead a small team to build capability and provide high-quality, evidence-based advice on complex WHS issues.
- Communicate effectively with diverse audiences, tailoring messages as needed, while building and maintaining key stakeholder relationships.
- Design and implement the WHS Risk Assurance Management Plan and Critical Risks Project, ensuring continuous monitoring and validation of workplace safety controls.
- Manage WHS software (Evotix), overseeing hazard and incident reporting, risk management, and audit processes.
- Analyse WHS trends to inform proactive safety campaigns and future priorities.
- Develop and monitor risk assurance initiatives, including WHS risk registers, and ensure timely completion of corrective actions from audits.
- Support WHS strategy by aligning risk assurance efforts with departmental goals and providing regular updates on progress.

Eligibility

What are we looking for
Knowledge and Experience

- Contemporary and comprehensive understanding of the Work Health and Safety Act, Regulations, Codes of Practice, and relevant Australian and International Standards, with their application across diverse workplaces.
- Proven experience in hazard and risk management at both the enterprise and operational levels.
- Experience in developing and implementing WHS risk assurance programs, delivering pragmatic and tailored solutions.
- Minimum of five years’ experience in a WHS leadership or management role.
- Tertiary qualifications in health, risk management, or work health and safety would be highly regarded.

Notes

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Renae Roberts, renae.roberts@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750590

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 17 November 2024

Biosecurity Operations
Traveller Policy & Operations, Human Health and Response Detector Dog
Operations

Job Title	Detector Dog Technical Supervisor
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Perth WA
Salary	\$81,690 - \$89,615
Future Merit Locations	Brisbane, Perth
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	2024/4340
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
Traveller Policy and Operations & Human Health develops and implements policy and controls to manage biosecurity and human health risks at the border. The pathway also works to address emerging post border biosecurity detections and deliver integrated system solutions to facilitate/support effective regulation across traveller and mail trade pathways.

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

Duties

The Job
This role involves supervising and providing technical support to Detector Dog handlers to achieve operational outcomes aligned with the department's business objectives across multiple pathways and work areas. The successful applicants will be part of the

leadership structure, possessing the ability to influence and lead change, while contributing to business planning and decision-making processes. They will also be required to demonstrate innovative leadership, offering supervision and guidance to handlers in a regulatory environment.

Detector dog Technical Supervisors are also Biosecurity Officers. If you are not a biosecurity officer, then you will be required to complete training to become one.

The duties of a technical supervisor may include some or all the following:

- Leading and managing the day-to-day operations of a team working in a regulatory environment, including managing workload and quality assurance activities.
- Managing the performance and attendance of an operational team towards the achievement of goals, including actively fostering employee engagement and development.
- Maintaining a well-developed and up to date knowledge of canine training principles and their application to detector dogs in a regulatory environment.
- Promoting and applying detector dog training, proficiency maintenance and deployment principles with a view to developing the operational effectiveness of detector dog teams.
- Developing and maintaining the technical capabilities of teams from the trainee detector dog course and playing an active role in managing performance of detector dog operations.
- Related responsibilities include identifying, addressing, and reporting on barriers to detector dog team performance and utilisation and providing technical support to detector dog handlers.
- Collaborating closely with the national detector dog program and operational areas to deliver on priorities, initiatives, and projects.
- Effectively communicating, liaising, negotiating with and responding to internal and external clients, including government agencies and industry parties.
- Providing timely and accurate advice on complex matters to employees, stakeholders/clients, and senior managers.
- Prioritising tasks, adapting to changing priorities and making effective use of resources to ensure service delivery standards are met.
- Maintaining a well-developed and up to date knowledge of legislation, regulations and compliance frameworks and make decisions based on sound judgement.
- Exercise appropriate delegations in accordance with policy, processes, and guidelines.
- Promoting the APS Values, the APS Employment Principles and compliance with the Code of Conduct.
- Foster a culture of safety, diversity, inclusiveness, positive attendance, and high performance.

Eligibility

What we are looking for

Knowledge and experience

- Proven experience in handling and training detector dogs, demonstrating a sound understanding of animal behaviour and training methodologies.
- Knowledge of or familiarity with the department's role in delivering national biosecurity operations, including regulatory frameworks and practices.
- High level writing skills, with demonstrated experience delivering a range of written materials, such as reports, training manuals, and operational guidelines.
- Proficient in using electronic databases and other digital tools to manage information effectively and support operational needs
- Experience in leading, coaching and mentoring staff, fostering a positive and productive team environment.
- Understanding of administrative law principles and the objectives of regulatory practices, with a demonstrated ability to apply regulatory powers in an informed and effective manner.

The successful applicant must:

- Hold and maintain a valid Australian motor vehicle drivers licence.
- Note that the ability to perform shift work is a requirement when applying for this position(s).
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.
- Note that you must satisfactorily complete the department's Biosecurity Foundation Program and meet the minimum requirements in order to be appointed as a Biosecurity Officer under the Biosecurity Act 2015.
- Note that the wearing of face masks may be required, and you may be required to wear a mask as directed in the course of your 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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Clare Waller, Clare.Waller@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750594

Job Title	Detector Dog Handler
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	\$74,882 - \$81,521
Future Merit Locations	Sydney
Office Arrangement	On Site
Office Arrangement Details	Required to deploy a detector dog in operational environments
Classification	APS Level 4
Position Number	2024/4317
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
Traveller Policy and Operations & Human Health develops and implements policy and controls to manage biosecurity and human health risks at the border. The pathway also works to address emerging post border biosecurity detections and deliver integrated system solutions to facilitate/support effective regulation across traveller and mail trade pathways.

This recruitment activity is for **Detector Dog Handlers** for Sydney. Please note that Western Sydney International WSI Airport will commence operations from mid-2026. Undergoing training and commencing work as a Detector Dog Handler will require you to join our existing handler teams deploying in various locations in the Sydney metropolitan area, including Sydney Kingsford Smith International Airport. Staff will have the opportunity to express their interest in working at WSI closer to the time of WSI opening and commencing operations.

Duties

The Job
Are you interested in becoming a Detector Dog Handler? If you have a strong interest, are keen to learn and already have some ability or experience in animal handling then we invite you to apply to join our team.

Key role of a detector dog handler:

- Handle, monitor and maintain your assigned detector dog(s), including ensuring their health, welfare, and proficiency for screening of international passengers, mail, and cargo.
- Monitor and maintain detector dog proficiency by conducting regular training exercises.
- Monitor and maintain your proficiency as a handler and biosecurity officer
- Maintain administrative records.
- Contribute to strategic planning and decision making.
- Have a good understanding of relevant legislation and policy frameworks.
- Undertake other biosecurity duties, as required, when not performing detector dog duties.

- Demonstrated commitment to implementing and upholding the APS Values and Code of Conduct and Work Health and Safety principles and practices.

The duties of a Biosecurity Officer may include, but are not limited to:

- Performing a range of screening, inspection and assurance related activities associated with cargo, conveyances and people entering Australia.
- Assessing documentation to confirm compliance with Australia's biosecurity requirements.
- Managing goods that do not comply with import/export requirements and capturing information to support evidence-based decisions.
- Providing timely and accurate advice on biosecurity matters to stakeholders/clients, employees and senior managers via telephone and email.
- Identifying trends in biosecurity risks and escalating these to assist in targeting intelligence and risk-based activities.
- Managing, modelling and monitoring compliance with appropriate standards of behaviour in line with departmental expectations and including the APS Code of Conduct and Values.
- Promoting and complying with departmental WHS and Rehabilitation policies and guidelines and being alert for and reporting risks to local management and WHS.
- Providing on-the-job coaching and assisting and supporting other employees on biosecurity issues.

Eligibility

What we are looking for

Knowledge and experience

Some key roles and responsibilities of a biosecurity officer are outlined below:

- Obtain and maintain proficiency as a biosecurity officer.
- Perform a range of inspections on imported goods, vessels, aircraft, animals and animal genetic material and the assessment of documentation to confirm compliance with Australia's biosecurity and export market requirements.
- Manage goods that do not comply with import/export requirements and capturing information to support evidence-based decisions.
- Provide timely and accurate advice on biosecurity matters to stakeholders/clients and senior managers.
- Identify trends in biosecurity risks and escalate these to assist in targeting intelligence and risk-based activities.
- Manage, model, and monitor compliance with appropriate standards of behaviour in line with departmental expectations as well as the APS Code of Conduct and Values.
- Promote and comply with departmental WHS and Rehabilitation policies and guidelines and be alert for and report risks to local management and WHS.
- Provide on-the-job coaching and assist and support other employees on biosecurity issues.

The successful applicant must:

- Hold and maintain a valid Australian motor vehicle drivers licence.
- Note that the ability to perform shift work is a requirement when applying for this position(s).
- Note that the physical requirements of the role(s) involve a combination of outdoor and office-based work.
- Wear an official uniform supplied by the department, including during field operations (as applicable), in accordance with the department's uniform policy.
- Wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures.

- Note that you must satisfactorily complete the department’s Biosecurity Foundation Program and meet the minimum requirements in order to be appointed as a Biosecurity Officer under the Biosecurity Act 2015.
- Note that the wearing of face masks may be required, and you may be required to wear a mask as directed in the course of your 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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Clare Waller, Clare.Waller@aff.gov.au
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750623

Department of Agriculture, Fisheries and Forestry

Closing Date: Sunday 17 November 2024

Job Title	Data Insights and Analytics Manager
Job Type	Full-Time, Ongoing
Location	Cairns QLD, Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$91,944 - \$104,393
Future Merit Locations	Adelaide, Cairns, Melbourne, Perth, Sydney, Canberra, Brisbane
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2024/4289
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

Why YOU are important to us and what impact will you have on Compliance & Enforcement Division & the department's goal. The Compliance & Enforcement Division partners with diverse stakeholders to monitor risks and strengthen compliance, using a range of strategies from education to enforcement to protect Australia's economy, trade, environment, and agriculture. Our Audit and Assurance Branch (AAB) manages audits and assurance activities, focusing on biosecurity, imported food, and export risks. With around 80 experts across Australia, AAB leads risk-based audits, control testing, and illegal logging assessments to ensure that our regulatory systems are robust.

This is where you play an important role. As a Data and Analytics Manager, you will support these efforts by coordinating targeted audits, analysing data to prioritize high-risk areas, and oversee compliance cases. You will build and maintain data needs, produce performance reports, and present insights through analysis. Additionally, support other crucial functions within the AAB by maintaining work support tools and responding to ad-hoc data and information requests.

Duties

The Job

What you'll do:

- Analyse audit data to identify key priorities, trends, and performance outcomes.
- Build and maintain Power BI dashboards, using SQL for data visualisation and reporting.
- Prepare and present reports for internal and external stakeholders, ensuring data is effectively communicated.
- Collaborate with departments to gather necessary information and support audit-related data collection.
- Provide advice and reports to senior executives, contributing to strategic priorities and governance.

Eligibility

What we are looking for
Knowledge and experience

- Previous work experience in data curation and visualisation is highly desirable.

Eligibility and other requirements

The successful applicant must:

- hold and maintain a valid Australian motor vehicle drivers licence,
- note that the physical requirements of the role(s) involve a combination of outdoor and office based work,
- wear appropriate protective personal equipment and clothing to comply with departmental Work Health & Safety policies and procedures
- Be prepared to travel intra and interstate as 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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Kara Taylor, 0479 192 201
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750632

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 14 November 2024

Exports & Veterinary Services
Various Various

Job Title	Policy, Program, and Regulatory Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Sydney NSW, Adelaide SA, Canberra ACT, Brisbane QLD, Melbourne VIC, Perth WA
Salary	\$81,690 - \$89,615
Future Merit Locations	Canberra, Adelaide, Brisbane, Melbourne, Sydney, Perth
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Subject to negotiation
Classification	APS Level 5
Position Number	2024/4509
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 Exports and Veterinary Services Division & the department's goal.

Australia exports over \$35 billion worth of animal products annually to more than 100 countries. This includes some of Australia's best **meat, dairy, seafood, eggs, and non-prescribed goods**. In this role, you'll directly contribute to supporting our valuable agricultural export industries, regional communities and farmers, and Australia's economic growth.

Our Exports and Veterinary Services Division ensures Australian agricultural products meet global standards while helping to maintain and expand global market access for our exporters and farmers. We regulate, test, inspect, and certify exports for compliance with Australian and importing country requirements while negotiating and engaging with our trading partners.

This is where you play an important role. You'll be key in maintaining, expanding, and improving our national agricultural production and certification services, ensuring high standards across the supply chain, ensuring global consumers and trading partners of the premium and safe nature of Australian agricultural goods.

Whether it's directly negotiating with trading partners, regulating our exporters and export production facilities, intervening to resolve detained trade, providing scientific and regulatory policy advice, facilitating licensing and certification, coordinating international audits, or overseeing our National Residue Survey. These are just some of the dozens of roles within the Exports and Veterinary Services Division that are critically important and need people like you to ensure Australian farmers and exporters of animal products can continue to get their products into global markets.

Duties

What You Can Do With Us:

Negotiation and Market Access: Engage with global trading partners directly and at international forums to negotiate market access arrangements and standards to Australia's advantage.

Regulatory Expertise: Have a keen mind to understand and apply export legislation and regulations on a daily basis.

Stakeholder Engagement: Build relationships with internal and external stakeholders at the industry, peak body, state/territory government, and international level to support policy and operational goals.

Research & Analysis: Conduct research and data analysis to inform policy decisions, regulatory reform, and support evidence-based regulatory decision making.

Communication Management: Oversee various communication channels, including phone calls and multiple email inboxes.

Application Processing: Review and assess export applications, ensuring they align with our regulatory frameworks.

Administration & Coordination: Provide administrative and secretariat support for projects and key meetings, ensuring to keep operations and stakeholder engagement on track.

Document Preparation: Create and review essential documents, including briefs, reports, presentations and instructional material to support decision-making and policy implementation.

Project Support: Assist in delivering key projects, ensuring they align with our regulatory and operational objectives.

Eligibility

What we are looking for

The ideal candidate will be able to demonstrate

- Strong verbal and written communication skills in a corporate or government role
- Experience in researching and analysing data to make decisions and recommendations
- Ability to understand, interpret and apply relevant legislation and guidelines
- Builds good relationships and consults effectively with others
- Can work independently or as part of a team to meet deadlines
- Initiative and has a desire for self-development and learning
- Strong attention to detail and organisation skills
- Experience in managing and prioritising multiple duties to deliver work under tight timeframes.

The following experience is highly desirable for the role:

- Experience in the public service supporting policy and regulation, or in a program administration role.
- An understanding or qualifications and experience related to government policy, regulation, food safety, or animal production systems.

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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Thomas Foster, 02 6271 6341
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750633

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 17 November 2024

Exports & Veterinary Services
Meat Exports National Veterinary Technical Manager

Job Title	Senior Veterinary Officer (VO3)
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Melbourne VIC, Sydney NSW
Salary	\$134,427 - \$143,888
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	Subject to negotiation
Classification	Executive Level 1
Position Number	2024/4377
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are
The Exports Division provides export inspection and certification services and develops strategies to gain, improve or maintain market access for a wide range of food, inedible products of animal origin, live animal and reproductive materials. It provides residue monitoring services to Australian primary industries and administers 40 tariff rate quotas for products to the European Union, United States of America, Indonesia and Japan. The division also includes the Codex contact point which coordinates technical input from both industry and government to develop Australia’s position on international food standards. The division supports the imported food inspection scheme and provides policy advice on imported food.

The Meat Exports Branch works in close partnership with internal and external stakeholders to develop and maintain national export inspection and certification services for meat (red meat, poultry, pork, sheep and game meat). This includes the development of legislation, operational policy and guidelines, instructional material, technical training development and delivery and

engagement with industry and government stakeholders. The central office team manages the export certification system and provides operational support to the department's technical service delivery streams who are responsible for inspection, verification and certification of meat and meat products across Australia.

The diverse functions of the Veterinary Technical Management team provide support to the role of the National Veterinary Technical Manager for the maintenance of good regulatory hygiene and providing assurances for export meat certification.

Duties

The Job

Duties of the positions include but are not limited to:

- supporting the role of the National Veterinary Technical Manager.
- undertaking research and analysis to inform policy and program development to support existing regulatory functions and to address emerging issues.
- preparing high level briefing materials, correspondence, reports, and other products for the Minister, departmental executives, and for tabling at various forums.
- preparing and reviewing industry reports, policy, and stakeholder meeting papers.
- maintaining a suite of instructional material, policy and guideline documents and engaging in consultation activities with industry and relevant subject matter experts.
- providing technical review of operational training and assessment material.
- preparing and presenting training material to new and existing departmental employees on a regular basis in person or via Microsoft Teams.
- providing technical updates and presenting relevant technical material and educational pieces to departmental groups, industry, government groups and consumer organisations.
- promoting effective and coordinated engagement between the Meat Exports Branch and other branches/divisions.
- engaging and maintain relationships with a range of external stakeholders, including processors and peak industry bodies, as well as other state/territory and Commonwealth agencies, international trading partners, and consumer groups.
- undertaking secretariat duties for various committees/forums.
- providing expert technical and professional advice relating to export operations and supporting decisions to fulfil the department's regulatory role.
- providing technical advice to SES officers in varying formats; and for non-technical audiences.

Please note that the merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature. **Eligibility**

What are we looking for knowledge and experience

Our ideal candidate will have:

- demonstrated experience maintaining exceptional relationships with stakeholders.
- positive and team focussed attitude.
- experience achieving results.
- high-level knowledge of legislative frameworks, government decision-making, and regulation.
- experience writing for specific audiences.
- a knowledge of international trade and Australian agricultural industries, export inspection and certification services.
- an understanding and working knowledge of food safety principles, including HACCP.
- sound knowledge of international and domestic animal welfare legislation.
- experience with departmental applications such as, concur, CTM, Parliamentary Document Management System (PDMS) is desirable.

Mandatory qualifications

To be considered for these positions you must hold both of the following:

- Have a degree in Veterinary Science or Veterinary Medicine and Surgery from an Australian University or equivalent veterinary qualification recognised/registerable in Australia.
- You must be fully registered, or eligible for full registration, with the relevant Australian state/territory veterinary board and you must maintain this registration whilst employed by the department.
- You must hold and maintain a valid Australian motor vehicle drivers' licence.

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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Stew Lowden, 0434 856 516
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0750641

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 14 November 2024

Exports & Veterinary Services
Various Various

Job Title	Senior Policy, Program, and Regulatory Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC, Sydney NSW, Perth WA
Salary	\$91,944 - \$104,393
Future Merit Locations	Adelaide, Brisbane, Canberra, Melbourne, Sydney, Perth
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2024/4508
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 Exports and Veterinary Services Division & the department's goal.

Australia exports over \$35 billion worth of animal products annually to more than 100 countries. This includes some of Australia's best **meat, dairy, seafood, eggs, and non-prescribed goods**. In this role, you'll directly contribute to supporting our valuable agricultural export industries, regional communities and farmers, and Australia's economic growth.

Our Exports and Veterinary Services Division ensures Australian agricultural products meet global standards while helping to maintain and expand global market access for our exporters and farmers. We regulate, test, inspect, and certify exports for compliance with Australian and importing country requirements while negotiating and engaging with our trading partners.

This is where you play an important role. You'll be key in maintaining, expanding, and improving our national agricultural production and certification services, ensuring high standards across the supply chain, ensuring global consumers and trading partners of the premium and safe nature of Australian agricultural goods.

Whether it's directly negotiating with trading partners, regulating our exporters and export production facilities, intervening to resolve detained trade, providing scientific and regulatory policy advice, facilitating licensing and certification, coordinating international audits, or overseeing our National Residue Survey. These are just some of the dozens of roles within the Exports and Veterinary Services Division that are critically important and need people like you to ensure Australian farmers and exporters of animal products can continue to get their products into global markets.

Duties

What You Can Do With Us:

Master Regulatory Frameworks: You'll become an expert in export regulations, applying your knowledge to ensure compliance within the export sector and guide our operations.

Negotiation and Market Access: You will lead a team that engages with global trading partners directly and at international forums to negotiate market access arrangements and standards to Australia's advantage.

Provide Expert Advice: Offer clear and accurate advice on legislation, policies, and technical matters, supporting the department's regulatory responsibilities.

Analyse and Report: Dive deep into compliance data, evaluate findings, and contribute to evidence-based policy development.

Create Key Documents: Develop important briefs, ministerial and executive correspondence, reports, and presentations that drive our mission forward.

Engage with Stakeholders: Represent our branch and the department in meetings with internal stakeholders, industry partners, and other government agencies. You'll build and maintain productive relationships that are crucial to our success.

Collaborate and Contribute: Work closely with your team in a fast-paced, evolving environment to support our regulatory functions.

Manage Applications: Handle complex applications that are key to our regulatory activities, ensuring everything runs smoothly and on time.

Lead Administrative Efforts: Oversee administrative tasks, ensure compliance with legislative timeframes, and prepare essential instructional materials.

Eligibility

What we are looking for
Candidates must be able to demonstrate these skills:

- Strong communication skills and attention to detail.
- Ability to manage priorities, analyse issues, and make sound recommendations.
- Understanding of policy development and adherence to regulations.
- Team player who can also work independently.
- High performance in fast-paced environments, with integrity and proactive decision-making.
- Strong interpersonal skills to build productive relationships.

The following experience is highly desirable for the role:

- Experience in the public service supporting policy and regulation, or in a program administration role.
- An understanding or qualifications and experience related to government policy, regulation, food safety, or animal production systems.

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>

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Thomas Foster, 02 6271 6341
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Attorney-General's

Vacancy VN-0750569

Federal Court of Australia

Closing Date:Sunday 01 December 2024

Federal Court of Australia

Job Title	National Registrar / Judicial Registrar - Migration
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$115,983 - \$168,295
Future Merit Locations	Adelaide, Brisbane, Melbourne, Perth, Sydney
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	This role is based onsite; however flexible working arrangements may be considered.
Classification	Executive Level 1;Executive Level 2
Position Number	0307-04-24
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=876C66BE-55FA-3D93-C59D-DB373696829D>

The Federal Court has a current need for migration Registrars at both EL 1 (National Registrar) and EL 2 (Judicial Registrar) levels. Registrars support Judges in facilitating the just resolution of migration proceedings according to law in a fair, but also efficient way. Keeping costs of proceedings as reasonable as possible is also an objective. In providing support, Registrars exercise delegated judicial functions; and performing case management functions and responsibilities as a senior member in the Court's migration team.

Candidates will be considered for both the EL 1 National Registrar and EL 2 Judicial Registrar roles, unless otherwise specified in the employment application.

Duties

Migration Registrars undertake a diverse range of work, including the following:

- performing delegated judicial functions pursuant to the Federal Court of Australia Act 1976 (Cth) and other legislative instruments; such as: the determination of costs estimates and taxation of costs; the determination of compliance with practice and procedure under the Federal Court Rules 2011 (Cth); and duty registrar practice, including occasional after-hours on-call duty on a rostered basis.
- performing other statutory duties, powers and functions pursuant to the Federal Court of Australia Act 1976 (Cth) and other legislative instruments, as required.
- analysing migration filings, understanding emerging trends, and identifying matters that raise similar legal and/or factual issues.
- providing high-level legal advice and legal support to Judges and other internal staff in the area of migration law.
- supporting the development of migration resources, policy and practice by monitoring developments in migration law.
- liaising with Judges, court staff, court users and other internal and external stakeholders in relation to the migration workload.
- working closely with legal and other staff who undertake work in the area of migration law.

To view a comprehensive list of duties for each role, please refer to the position description available on the [Federal Court of Australia careers webpage](#). Eligibility

Competencies & Attributes – National Registrar

To undertake the EL 1 role, successful applicants must have:

- demonstrated experience in migration law.
- a sound understanding of case management principles.
- an understanding of the migration jurisdiction and practices and procedures of the Federal Court.
- the ability to undertake analytical and legal work and critically evaluate a large volume of information in a high-pressure environment.
- the ability to coordinate caseload and workflow through delegation of work to support staff and allocation of work to senior staff.
- the ability to work autonomously to manage work but also work collaboratively as part of a small team.
- the ability to manage multiple tasks and priorities.
- the ability to build and sustain positive relationships with key internal and external stakeholders.

Competencies & Attributes – Judicial Registrar

To undertake the EL 2 role, successful applicants must have:

- considerable experience in migration law, including litigation.
- demonstrated experience in the application of case management principles.
- demonstrated experience in the Federal Court's migration jurisdiction, including practices and procedures; alternatively, demonstrated experience as a decision-maker in a comparable institution.
- a proven ability to work autonomously, and with the necessary authority and accountability befitting a decision-maker independently exercising delegated judicial functions; manage multiple responsibilities effectively and prioritise matters appropriately; and build and sustain positive relationships with a network of key stakeholders internally and externally.

Selection Criteria

1. Experience in migration law, and a sound knowledge of the available avenues of review in relation to migration decisions. Applicants with considerable experience in migration law, including migration litigation, may be considered for the Judicial Registrar role.
2. Experience in case management and understanding of case management principles. Applicants with demonstrated experience in the application of case management principles, such as the implementation of improved and innovative case management systems and processes, may be considered for the Judicial Registrar role.
3. An understanding, or ability to acquire such knowledge quickly, of the jurisdiction and practices and procedures of migration and other general federal law work in the Federal Court. Applicants with demonstrated experience and understanding in this area, or as a decision-maker in comparable institutions, may be considered for the Judicial Registrar role.
4. Demonstrated ability to critically evaluate large volumes of information and demonstrate sound judgment in decision-making.
5. Well-developed communication skills, including the ability to work collaboratively, build and maintain positive professional relationships, and deal appropriately with sensitive and confidential information. Applicants with highly developed communication skills, including the ability to represent the Court externally at a senior level and to influence behaviour and outcomes, may be considered for the Judicial Registrar role.
6. Excellent analytical and conceptual skills.

Formal Qualifications

Registrars are required to perform statutory legal functions, as necessary. Therefore, legal qualifications and admission as a practitioner of the High Court and/or the Supreme Court of a State or Territory of Australia is essential. **Notes**

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

- Australian citizenship – the successful applicant must hold Australian citizenship;
- National Police Check – the successful applicant must satisfy a Police Records Check, and may also be required to complete security clearances during the course of their employment;
- Probation - 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 Court is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from people with disability, First Nations people, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds, mature age workers and young workers. The Court is committed to supporting an inter-generational workforce, gender equity and families.

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

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

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 2018–2021. 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	Simon Haag, (02) 8099 8543
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=876C66BE-55FA-3D93-C59D-DB373696829D

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Attorney-General's

Vacancy VN-0750579

Federal Court of Australia

Closing Date:Friday 15 November 2024

Federal Circuit and Family Court of Australia (Division 1 and Division 2)
Office of the Chief Executive Officer and Principal Registrar

Job Title	Indigenous Family Liaison Officer
Job Type	Full-Time;Part-Time;Casual, Non-Ongoing
Location	Lismore NSW, Adelaide SA, Brisbane QLD, Cairns QLD, Sydney NSW, Melbourne VIC, Parramatta NSW, Newcastle NSW, Shepparton VIC, Launceston TAS, Hobart TAS, Dubbo NSW, Darwin NT, Dandenong VIC, Canberra ACT, Albury NSW
Salary	\$80,341 - \$87,572
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 however flexible working arrangements will be considered on a case-by-case basis
Classification	APS Level 5
Position Number	0805-10-24
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

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

The Indigenous Family Liaison Officers will provide in-Court support to Aboriginal and Torres Strait Islander people faced with family breakdown and/or who are accessing various services provided by the Court. The role will specifically support judges who either run Specialist Indigenous Lists or hear a high proportion of matters involving Aboriginal and/or Torres Strait Islander litigants. Indigenous Family Liaison Officers will need to take a positive and collaborative approach to enhance cultural development within the pre-existing Court structure and case management pathway. The position may include opportunities to support the Court, acting as a collaborative and supportive point for conveying cultural change as required.

These roles will be focused on supporting Aboriginal and Torres Strait Islander people to understand the role of the Courts in family law matters, as well as ensuring that litigants attend Court events and provide support when interacting with the Courts' processes. The Indigenous Family Liaison Officers can link Aboriginal and Torres Strait Islander people with key legal and community-based services.

Indigenous Family Liaison Officers are also responsible for representing the Courts to the community. They are responsible for explaining the needs of Aboriginal and Torres Strait Islander peoples to the Court and to other service providers. They are required to develop and maintain collaborative partnerships with local colleagues inside the Courts, as well as establish and maintain external networks.

Duties

The Indigenous Family Liaison Officer role is fundamentally a support role to assist Aboriginal and Torres Strait Islander families through the Court system. There are two primary elements to the Indigenous Family Liaison Officer role:

1. Providing support to Aboriginal and Torres Strait Islander identifying litigants in family law matters by way of:
 - explaining the importance of attending and participating in Court hearings to litigants;
 - attending Court hearings and explaining court processes and requirements to litigants;

- assisting litigants to file documents;
- attending Court Children's Service events and providing assistance to ensure that litigants and other
- significant persons are able to fully participate in these events;
- attending dispute resolution events or any other events in the Courts' case management pathway
- to ensure that litigants and other significant persons are able to fully participate in these events;
- addressing the Judge during Court events to explain the practical difficulties which a litigant may be facing in a matter;
- connecting Aboriginal and Torres Strait Islander litigants to legal and other community-based services;
- reporting to the Courts' Committees for Aboriginal and Torres Strait Islander litigants; and
- liaising with Independent Children's Lawyers (where appointed in a matter).

2. Engaging with the local Aboriginal and Torres Strait Islander community and support agencies to raise awareness of the role of the Courts in family law matters and its connection with various governmental departments.

Additionally, Indigenous Family Liaison Officers will need to be effective at:

- Maintaining positive working relationships within the Court, and with local support services which may assist Aboriginal and Torres Strait Islander litigants.
- Working with the local Judge(s) and Registrar(s) to organise and promote engagement events with local communities.
- Under the guidance of the National Coordinator Indigenous Family Liaison Officers and Director –
- National Registrar Operations, appropriately educating the Courts' staff on the needs and circumstances of Aboriginal and Torres Strait Islander peoples to assist them to fully participate in Court proceedings.

Candidates with particular skills and experience may have the opportunity to work in additional areas within the Courts, subject to the operational need of the Courts.

To undertake the role of the Indigenous Family Liaison Officer, the successful applicants will need to have:

- the ability to provide information to the Aboriginal and Torres Strait Islanders communities about how the Courts work and how to access their services;
- an understanding of the family law system;
- experience providing support to highly vulnerable parties and children;
- an understanding of the impartiality of the Courts and the ability to provide support to litigants with that in mind; and
- proven ability to work effectively and autonomously with guidance from more senior members of the Courts.

While Court experience is preferred it is not essential.

Eligibility

The successful applicants will need to have:

1. Have an understanding of Aboriginal and Torres Strait Islander court-user needs especially in the area of family conflict.
2. Demonstrated ability to work in a positive, effective and culturally appropriate manner with Aboriginal and Torres Strait Islander people, and a positive and effective way with all key stakeholders internally within the Court (such as judges and staff) and externally (such as key organisations).

3. Demonstrated ability to be able to learn about the Court and to be able to pass on this information to Aboriginal and Torres Strait Islander people effectively.
4. Ability to work with Judges and Court staff including Judicial Registrars, lawyers, Court Child Experts, and administrative staff in assisting Aboriginal and Torres Strait Islander people to fully access all the services provided by the Court.
5. Demonstrated experience in the engagement with, and strong links to, Aboriginal and Torres Strait Islander communities, such as experience with: not for profit organisations or Aboriginal Controlled Community Organisations (ACCOS) or service delivery of Commonwealth and/or State Government initiatives relevant to improving outcomes for Aboriginal and Torres Strait Islander peoples, with the ability to provide information about the Courts, which will allow the Courts and the community to work together. Demonstrated ability to make recommendations about the changes needed to procedures and policies to ensure Aboriginal and Torres Strait Islanders people can access the Court and use their services effectively.
6. Have appropriate oral and written communication skills and a willingness to participate collaboratively and positively in further education.
7. Have an understanding of language and cultural needs of Aboriginal and Torres Strait Islander people and an ability to access and use interpreter services.

Successful applicants are required to have knowledge and understanding of the issues affecting Aboriginal and/or Torres Strait Islander people and the ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander people (criteria 1 & 2 above).

Successful applicants should provide a reference from a referee of Aboriginal and/or Torres Strait Islander background, where possible, to confirm they can meet the above requirements.

Notes

Special Requirements

- Certain positions may require travel to local communities or circuit locations if required; and
- Subject to operational the needs of the Courts, some positions may be based remotely, requiring successful candidates to have an adequate workspace at home.

Eligibility

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

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

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

Diversity and Inclusion

Federal Court Australia is committed to supporting an inclusive and diverse workforce and welcomes and encourages applications from People with Disability. First Nations peoples, LGBTIQ+ people, people from Culturally and Linguistically Diverse backgrounds, Mature age workers, as well as young workers and supporting an inter-generational workforce and supporting gender equity and families.

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

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.

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

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 2018–2021. 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	Kirsty Maylin, 08 7201 6171
Agency Recruitment Site	https://www.fedcourt.gov.au/about/employment

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Attorney-General's

Vacancy VN-0750616

Federal Court of Australia

Closing Date:Friday 22 November 2024

Federal Court of Australia
National Operations (Legal)

Job Title	Litigant In Person and Pro Bono Coordinator
Job Type	Full-Time, Ongoing
Location	Sydney NSW, Perth WA, Melbourne VIC, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS
Salary	\$90,199 - \$101,022
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	Successful applicants can apply for a hybrid working arrangement subject to operational needs.
Classification	APS Level 6
Position Number	0822-10-24
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

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

A significant proportion of matters in the Federal Court of Australia involve litigants in person (LIPs). There are practice areas, such as migration, where the prevalence of LIPs is particularly high. As lay users of the court, LIPs face challenges with the preparation and articulation of their case. LIPs also present challenges to the Court in relation to their understanding of Court practice and procedure and of the limitations on the level of assistance that the Court can provide.

The Court has specific duties in relation to LIPs. The Court must ensure that a LIP is given a fair and reasonable opportunity to present their case. This includes the provision of information about Court practice and procedure. This invariably means that matters involving LIPs require careful case management involving Judges, Registrars and Registry staff.

To address the particular needs of LIPs, the Court is in the process of developing an LIP Strategic Plan, aimed at implementing a more structured whole-of-institution approach for the work of the Court that involves LIPs. This includes facility for the referral of LIPs to pro bono legal assistance where warranted.

Together with the Judges of the Court, the Litigant In Person Registrar has overall responsibility for the implementation of the Court's LIP Strategic Plan and pro bono referral program. The Litigant In Person and Pro Bono Coordinators will perform a key role in operationalising and implementing the Court's LIP Strategic Plan and pro bono referral program.

Duties

SUPPORT THE LITIGANT IN PERSON STRATEGY

- Working directly with Judges and Registrars to implement whole-of-institution strategies for the sound management of matters involving LIPs.
- Documenting processes, practices and procedures in relation to matters involving LIPs.
- Assisting the LIP Registrar with developing and maintaining written and other resources to assist Judges and Registrars with case management of matters involving LIPs.
- Providing support to Judges and Registrars in matters involving LIPs, including communication and correspondence with parties.

- Assisting Judges and Registrars with the assessment of compliance with Court Rules, policies and procedures in specific matters, and ensuring whole-of-institution consistency.
- Developing and implementing systems and processes for the collation, monitoring and analysis of data regarding matters involving LIPs and the nature and extent of issues that have ramifications for the sound management of the Court's work.
- Coordinating, and assisting with, training and education of Court staff in relation to the effective management of matters involving LIPs.

SUPPORT THE PRO BONO REFERRAL PROGRAM

- Working directly with Judges and Registrars to establish protocols for assessing matters for suitability for pro bono referral.
- Liaising with legal aid and community legal aid organisations and the legal profession regarding pro bono assistance.
- Assisting Registrars with the development and delivery of external outreach and education for the legal profession and broader community in relation to migration pro bono work.

OTHER KEY FUNCTIONS

- Assisting Registrars with determinations in relation to delegated judicial functions including entering orders, conducting case management hearings and conferences, and matters such as costs orders and fee waivers.
- Liaising with key stakeholders internally (including Judges, Registrars, chambers staff and registry staff) and externally (including the legal profession and parties), on a range of matters, as required.
- Ensuring that information about each matter is accurate and up to date on the Court's case management system and for reporting purposes.

Eligibility

This role would suit an individual with legal qualifications who has:

- Experience in communicating and interacting with LIPs;
- An understanding of the nature of matters before courts involving LIPs and the challenges faced by both LIPs and courts in relation to such matters; and
- An understanding, or ability to acquire such knowledge quickly, of the jurisdiction and practices and procedures of the Court.
- To undertake this role the successful candidate should demonstrate:
- Well-developed legal research, analysis and drafting skills;
- Exceptional attention to detail and accuracy;
- Excellent oral and written communication skills, good interpersonal skills, appropriate presentation for court work and the ability to appropriately deal with sensitive and confidential information;
- An understanding of the jurisdiction and practice and procedure of the FCA, or the ability to acquire such knowledge quickly;
- Initiative to work autonomously and take responsibility for progressing work, whilst also being able to work collaboratively, as required;
- The ability to evaluate a large volume of information quickly and to manage multiple tasks and priorities effectively;
- The ability to perform the administrative functions of the role efficiently;
- Competent IT skills.

Formal Qualifications

Applicants for this role must have a law degree.

Selection Criteria

1. Formal qualifications and experience in litigation, particularly in matters involving LIPs.
2. Knowledge of the Court's jurisdiction, practices and procedures, or the ability to quickly acquire this knowledge.
3. Developed legal research, analysis and drafting skills underpinned by good attention to detail and accuracy.
4. Problem solving skills and the ability to evaluate a large volume of information quickly and to manage multiple tasks and priorities effectively.
5. The ability to work both autonomously and collaboratively, including an ability to build and maintain positive professional relationships and deal appropriately with sensitive and confidential information.

Notes

Eligibility

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

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Diversity and Inclusion

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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.

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To Apply

Position Contact	Simon Haag, 02 8099 8543
Agency Recruitment Site	https://www.fedcourt.gov.au/about/employment

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Defence

Vacancy VN-0747082

Department of Defence

Closing Date:Sunday 22 September 2024

Capability Acquisition and Sustainment Group
Joint Aviation Systems Division

Job Title	Contract Management Officer (MH-60R)
Job Type	Full-Time, Ongoing
Location	Nowra NSW
Salary	\$91,702 - \$104,753
Future Merit Locations	North Nowra, Nowra
Office Arrangement	Flexible
Office Arrangement Details	Office Arrangement is Flexible
Classification	APS Level 6
Position Number	CASG/06881/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=153825FD-71C9-EBEF-9B24-DB07B382AA3D>

Duties

The Role

The APS 6 Contract Manager will be responsible to plan, manage and perform governance, business, administrative and managerial activities as well as provide subject matter expertise to the ROMEO Enterprise Organisation (REO).

They will be responsible for:

- Coordinating the contract development, interpretation and governance functions of managed contracts.
- Interpreting and providing advice within the contracting function based on legislation, policy and procedures.

The Contract Manager will possess excellent written and oral communication skills, as well as highly developed coordination and liaison skills to assist with regular engagement of internal and external stakeholders.

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 Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The REO Commercial and Business team provides functional support to the REO, enabling Foreign Military Sales (FMS) Case management, other contract and procurement support and Budget Management across the scope of Acquisition and sustainment of the MH-60R platform.

Our Ideal Candidate

The successful applicant will be required to work within a diverse team, and lead a small team to deliver high levels of support to the REO staff and other customers.

You will need to have:

- Good written and oral communication skills.
- Foreign Military Sales experience would be advantageous.
- Ability to prioritise tasks and meet deadlines.

This position will provide the successful applicant with experience and exposure to the operations of all platforms across NASPO and REO, the Fleet Air Arm and Defence Industry.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 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>

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

To Apply

Position Contact	Barbara Softley, 02 4449 4469
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=153825FD-71C9-EBEF-9B24-DB07B382AA3D

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Defence

Vacancy VN-0749991

Department of Defence

Closing Date:Sunday 17 November 2024

Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Logistics Compliance Team Lead
Job Type	Full-Time, Ongoing
Location	Henderson WA
Salary	\$91,702 - \$104,753
Future Merit Locations	Henderson
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/08026/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E5074EB2-D141-BD83-7346-DB3519105F69>

Duties

The Role

The APS 6 Logistics Compliance Team Leader is accountable under broad direction to undertake complex logistics compliance activities.

They will require the ability to work independently; having some authority and discretion to investigate information from diverse sources, and explore innovative approaches to support the longer-term business objectives.

The candidate will be required to be a motivated self-starter with the ability to work autonomously; utilising existing knowledge and experience to research, analyse, plan, review and adjust priorities and work activities.

They will undertake objective, systematic analysis and draw accurate conclusions based on evidence, providing detailed technical, professional and procedural advice in relation to complex logistics compliance activities.

This position requires considerable stakeholder engagement and has supervisory responsibilities - candidate will be required to communicate effectively with a broad range of stakeholders, identify and meet stakeholder expectations, lead a team, set priorities, monitor workflow and resources, and exercise the associated people and financial responsibilities.

The successful candidate would be able to commence on a Baseline Vetting security clearance, however you would need to be prepared to work towards a Negative 1 Vetting Clearance on commencement of employment.

About our Team

The Anzac SPO is in the Naval Shipbuilding and Sustainment Group (NSSG) / Maritime Sustainment Division (MSD) / Major Surface Ships (MSS) located at Henderson, WA.

The Anzac SPO is a governance, assurance and strategic planning enterprise which oversees the outcomes of performance based commercial contracts.

The successful candidate will join the Logistics team as part of the Material Asset Assurance Section in the Anzac SPO.

The Material Asset Assurance Section (MAAS) is a group of highly motivated and professional individuals that provide verification and validation of contract deliverables in support of Defence Seaworthiness outcomes; this position reports to the Logistics

Our Ideal Candidate

To perform the role of the Anzac System Program Office (SPO) Logistics Compliance Team Leader, the ideal candidate will have:

- Experience as a Manager, or supervising staff and able to provide examples of team leadership.
- Experience and understanding in Governance and Assurance.
- Experience as a Lead Auditor (Preferable) or auditing experience with abilities to draft and review reports on audit activities and performs compliance reporting for management.
- Experience as a Logistics Officer (highly preferable) or, extensive knowledge of Logistics requirements in regard to policy.
- Excellent interpersonal skills, communicating effectively and can negotiate with influence.
- Experience having difficult or challenging conversations.
- The ability to work in a busy environment, meeting deadlines and be able to prioritise their work.
- A high degree of self-motivation and a positive attitude.
- Experience as a Military Integrated Logistics Information System (MILIS) user, and Local Site Administrator (LSA) desirable. Equivalent Inventory management System (IMS) experience is highly regarded.

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>

About the Department of Defence

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To Apply

Position Contact	Darren Birt, 08 9580 7217
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E5074EB2-D141-BD83-7346-DB3519105F69

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Defence

Vacancy VN-0749992

Department of Defence

Closing Date:Sunday 17 November 2024

Defence People Group
People Services and Wellbeing

Job Title	Assistant Director Mental Health Programs - Program Improvement
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Mossman QLD
Salary	\$115,899 - \$130,733
Future Merit Locations	Canberra, Mosman
Office Arrangement	Flexible
Office Arrangement Details	Office Arrangements are Flexible
Classification	Executive Level 1
Position Number	DPG/08951/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=DB21F086-BA38-2808-60EC-DB3519206349>

Duties

The Role

Are you a high performing, motivated and experienced learning and health promotions program improvement professional with program and training design experience?

The Mental Health and Wellbeing (MHW) Branch has been recently established in the People Services and Wellbeing Division, Defence People Group. The Branch develops strategy, policies, programs and products that contribute to improving the wellbeing of our Defence workforce. The Branch is also responsible for the assurance and continuous improvement of mental health initiatives across the Defence Enterprise, and providing evidence based research and advice.

The Programs and Implementation Directorate within the Mental Health and Wellbeing Branch is responsible for the design, development, implementation, governance and promotion of mental health programs and packages that enable our workforce to learn more about mental health, strengthen resilience and wellbeing.

As Assistant Director Mental Health Programs - Program Improvement, you will contribute to the continuous improvement of mental health and wellbeing training materials, initiatives and activities by:

- Managing and leading a team, including providing clear and consistent communication, setting clear performance and behavioural standards, managing performance, delegating responsibility and guiding and developing people;
- Providing leadership and strategic direction to support the review, design, development, governance and promotion of evidence-based mental health and wellbeing programs and activities to the Defence workforce;
- Applying expert advice for mental health and wellbeing campaigns and activities to influence decision making;
- Preparing and drafting high quality, accurate and timely documents and reports for parliamentary submissions and briefs;
- Building and sustaining effective relationships and networks with internal and external stakeholders to manage the governance of evidence-based mental health and wellbeing programs and activities;
- Reviewing and implementing program evaluation and data to update programs and initiatives to support quality assurance, risk management and continuous improvement;
- Understanding enterprise strategic objectives, sector evidence and translating these into tangible and feasible contemporary initiatives.

About our Team

The Mental Health and Wellbeing Branch comprises military members and civilian employees. We are growing into an inter-disciplinary team focused on improving the mental health and wellbeing of the Defence community. The Programs and Implementation directorate provides leadership and expert advice through consultation and collaboration with Defence Groups and Services, to adopt and monitor MH&W activities. We design and coordinate whole-of-Enterprise data-driven Program and Promotion activities that are underpinned by contemporary best practice, scientific evidence and lived experience.

Our Ideal Candidate

The core capabilities you will demonstrate include:

- Skills and experience in the design and development of mental health and wellbeing training;
- Work collaboratively and effectively in an integrated environment;
- Demonstrate high-level organisational skills, self-drive and initiative;
- Establish clear plans and timeframes, and respond positively to change and uncertainty;
- Understand strategic objectives and translate them into tangible initiatives; and
- Demonstrate high-level written and oral communication, agility and flexibility.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Baseline Vetting'.

Notes

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

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includes administrative support, accountants, intelligence analysts, engineers, policy advisors, graphic designers, lawyers, social workers, IT specialists and contract managers to name a few. We offer a rewarding career that includes professional development, work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit <https://www.defence.gov.au/jobs-careers>

To Apply

Position Contact	LCDR Adrian Gantley, 02 9494 7406
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=DB21F086-BA38-2808-60EC-DB3519206349

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Defence

Vacancy VN-0750054

Department of Defence

Closing Date:Sunday 17 November 2024

Defence People Group
Joint Support Services

Job Title	Assistant Director Strategic Intelligence
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$115,899 - \$130,733
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DPG/08504/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=0A133F61-6712-36D9-4E7D-DB3553B98297>

Duties

The Role
The Assistant Director Strategic Intelligence provides leadership and direction to the Joint Military Police Unit (JMPU) Strategic Intelligence Team.

This includes, but is not limited to:

- Managing a team of intelligence personnel, including providing mentorship, guidance and performance development.
- Overseeing the planning, production and dissemination of strategic intelligence products.
- Presenting the findings of strategic intelligence analysis at key meetings, forums and conferences.
- Developing and maintaining proactive strategic intelligence sharing and collaborative relationships with internal and external stakeholders.
- Working alongside other members of the Directorate to set workplace standards and accountability.

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 Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The Joint Military Police Unit (JMPU) is the primary policing and law enforcement body for Defence. It is responsible for policing on Defence establishments and conducting investigations into serious misconduct and crime committed by, or involving members of the Australian Defence Force (ADF).

The JMPU Strategic Intelligence Team sits within the JMPU Directorate of Knowledge and Intelligence, and forms part of the Military Police Intelligence Office. The team is primarily Canberra-based, and is comprised of a mix of both uniformed ADF and Australian Public Service (APS) criminal intelligence specialists.

The team works closely with other areas of the JMPU, Military Police Intelligence Office and Defence more broadly to get ahead of crime and disciplinary issues, and identify opportunities to counter criminal threats.

The JMPU Strategic Intelligence Team is responsible for producing timely strategic criminal intelligence products and advice in support of senior ADF decision-makers, military police officers and other key stakeholders within the Defence enterprise.

The team is also responsible for undertaking horizon scanning of emerging and long-term risks in the crime landscape that may have an impact on Defence's people, capability and operations.

As such, the team is required to explore and develop subject-matter expertise on issues across a large spectrum of crime and misconduct, leveraging various tools and methods for information collection and analysis.

In doing so, the team strives to provide well-founded strategic advice to inform the development of policy, practices and operations to improve the safety and security of Defence.

Our Ideal Candidate

Our ideal candidate is an experienced intelligence professional who is comfortable working in a complex, evolving environment. You be confident in managing expectations upwards and communicating risk on sensitive issues to senior stakeholders, sometimes in restricted timeframes.

You will have experience managing intelligence personnel and programs of work, and will ideally have an understanding of the Defence enterprise and its strategic environment as well as Australian law enforcement and regulatory agencies.

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	Jodie Archer, 02 5109 7423
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0A133F61-6712-36D9-4E7D-DB3553B98297

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Defence

Vacancy VN-0750067

Department of Defence

Closing Date:Sunday 17 November 2024

Capability Acquisition and Sustainment Group
Air Defence & Space Systems Division

Job Title	Assistant Director Business Operations
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$115,899 - \$130,733
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	CASG/08248/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E52A79E2-61A2-5E5D-F7D2-DB355464AF5A>

Duties

The Role

The position works closely with the Director of Business Operations and is accountable to plan, lead, manage and report on a range of human and physical resources for the whole Branch providing administrative, business and project support services working directly with our business units to develop and maintain the Branch value proposition; acting as a conduit between the regional bases and the Canberra based centralised areas.

As such, they have an in-depth knowledge of the governance function and are responsible for the development, implementation, compliance and review of policies, procedures and plans that are relevant to the Branch's business operations.

This includes, but is not limited to, workforce; human resources; business planning; enterprise resource planning; budgeting; quality management systems; work, health and safety; travel; security and risk management.

The EL 1 Assistant Director, Business Operations and Governance is responsible for nurturing an inclusive and respectful work environment by developing and managing crucial stakeholder relationships within our integrated workforce. They will also be required to manage people.

About our Team

The Air & Surface Surveillance & Control (ASSC) Branch is responsible for the management of all aspects of equipment acquisition, integration and provision of necessary through-life support of assigned air surveillance, control and navigation materiel capabilities.

The Branch Executive Team provides administrative and business support to the Director General ASSC and has overarching responsibility for the business management of the Branch.

Our Ideal Candidate

We are looking for a driven and enthusiastic self-starter who will thrive in an evolving dynamic environment, where there is opportunity to help influence and shape business operations, and assist in implementing governance and assurance improvements.

Our ideal candidate will have:

- Proven experience in resource management.
- Strong organisational and interpersonal skills.
- Excellent communication skills.
- Attention to detail.
- Ability to think strategically, problem solve and conduct complex analysis.

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>

About the Department of Defence

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

To Apply

Position Contact	Terence Atkinson, 02 6212 0188
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E52A79E2-61A2-5E5D-F7D2-DB355464AF5A

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Defence

Vacancy VN-0750090

Job Title	Logistics Officer
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$91,702 - \$104,753
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NSSG/09027/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=AA6AEC21-21B4-B9EB-52E3-DB3555729F35>

Duties

The Role

Hunter Class Frigate (HCF) are seeking exceptional APS 6 Logistics Engineer to join our dynamic team.

As an APS 6 Logistics Engineer, working within HCF you will be given the unique opportunity to:

- Performing and achieving complex logistics tasks.
- Provide specialist and administrative support to the Logistic Engineer Manager and Logistic Director.
- Exercise knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy.
- Development and review of Certificate of Analysis (CoA) and Contractor Logistics Plans including logistic support analysis (LSA).
- Review of Contract Deliverables i.e. contract data requirements list (CDRLs).
- Monitor and action the Logistic mailbox.
- Draft correspondence to internal and external stakeholders on behalf of the Logistic Director.
- Build and sustain effective relationships with internal and external stakeholders to SEA5000.
- Completing any ad hoc tasks as they arise to assist the SEA5000 Integrated Logistics Team (ILS) team.

About our Team

The Hunter Class Frigate (HCF) will be one of the most advanced warships in the world with cutting edge technology and capabilities. As Australia's largest shipbuilding project, HCF provides the foundation for Continuous Naval Shipbuilding in Australia. We are working with experts from

the UK, USA, Canada and Europe to provide six frigates optimised for anti-submarine warfare to the Royal Australian Navy.

The frigates are being constructed at the Osborne Naval Shipyard, South Australia utilising the latest production technologies. You will have access to generous working conditions as an Australian Public Servant in Defence.

You will be supported in balancing work life with family and other priorities, with a variety of flexible working arrangements available. Information on Defence employees' working conditions, including an attractive remuneration package with a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement.

Our Ideal Candidate

Our ideal candidate will:

- Have organisational skills.
- Have strong attention to detail skills.
- Have aptitude and ability to learn.
- Perform and achieve complex logistics tasks.
- Provide specialist and administrative support to the Logistic Engineer Manager and Logistic Director.
- Exercise knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy.
- Lead liaison officer for the HCF ILS team to communicate with the Prime Contractor.

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>

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To Apply

Position Contact	Cindy Hemvimol, 02 1508 1310
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AA6AEC21-21B4-B9EB-52E3-DB3555729F35

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Defence

Vacancy VN-0750145

Department of Defence

Closing Date:Sunday 17 November 2024

Associate Secretary Group
Data

Job Title	ICT Enterprise Architect
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Fairbairn ACT, Melbourne VIC, Sydney NSW
Salary	\$115,899 - \$130,733
Future Merit Locations	Adelaide, Brisbane, Fairbairn, Melbourne, Sydney
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	ASG/08948/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=9AEDDE54-D35D-9BA7-BB36-DB355867B3FA>

Duties

The Role
The Enterprise Business and Data Programs Branch are seeking experienced staff with business architecture, business strategy and user centred design skills to join the Capability Design team as a lead business architect.

The EL 1 Business Architect will assist with engagement with internal and external stakeholders to understand the current environmental context for the Department's enterprise data and digital capabilities and its future vision, strategy and implementation roadmap.

You will be responsible for analysing Defence's current state business architecture to understand, document and redesign business

processes, capabilities and other business architecture artefacts as needed. This includes designing and driving the implementation of the Defence Business Integration Program.

Among other responsibilities, you will engage with stakeholders who provide and/or consume data and digital services to understand their viewpoints and needs and redesign service offerings and processes to maximise customer value and efficient service delivery.

About our Team

The Defence Business Integration Program (the Program) was created to ensure the cumulative impacts of programs and projects deliver long term, enterprise-wide transformation. The Program supports the Associate Secretary in his role as Capability Manager to deliver critical business objectives including improving the consistency, efficiency and compliance of core enabling business functions and processes across the enterprise; and, reducing the total cost of ownership of technical platforms supporting Defence's enabling business capabilities through consolidation and standardisation.

The Capability Design team designs future target states for business capabilities to address gaps, opportunities and define the steps required to achieve it. We identify integration, reuse opportunities, and provide advice that supports achievement of strategies. In order to deliver on these objectives, the team requires enterprise architects who can provide business architecture, service design and strategic planning expertise and experience in a data and digital context to deliver critical business objectives.

Our Ideal Candidate

Strategic Planning and Vision: Ability to develop and implement strategic business plans that align with organisational goals and drive long-term success.

Business Process Management: Proficiency in analysing, designing, and optimising business processes to improve efficiency and effectiveness.

Stakeholder Management and Communication: Strong skills in engaging with stakeholders at all levels, including executives, to understand their needs, manage expectations, and effectively communicate complex concepts and strategies.

Change Management and Implementation: Experience in leading and managing organisational change, including the ability to design and execute change management strategies.

Technical Knowledge and Integration: Understanding of IT systems, architecture, and integration principles, including experience with enterprise architecture frameworks (e.g., TOGAF, Zachman) and familiarity with relevant technologies that impact business operations.

If you possess the above experience, and can effectively bridge the gap between business objectives and technical solutions while driving both strategic and operational improvements, then this is the role for you!

Eligibility

Security Clearance:

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

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>

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To Apply

Position Contact	Raj Walton, 0459 303 255
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=9AEDDE54-D35D-9BA7-BB36-DB355867B3FA

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Defence

Vacancy VN-0750150

Department of Defence

Closing Date:Sunday 17 November 2024

Security and Estate Group
Defence Security

Job Title	Policy Officer - Security and Estate Group (SEG)
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Enoggera QLD
Salary	\$83,706 - \$89,659
Future Merit Locations	Canberra, Enoggera
Office Arrangement	On Site
Office Arrangement Details	The candidate will be required to work On Site
Classification	APS Level 5
Position Number	SEG/08943/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=D49E6555-F08F-8614-15EB-DB358F57D0B8>

Duties

The Role
The Security and Estate Group (SEG) is seeking Policy Officers to support Defence's mission to defend Australia and its national

interests. As a Policy Officer within SEG, you will provide general administrative support, manage information requests, and contribute to the preparation of internal reports and briefing papers. Your role will involve collaborating with internal and external stakeholders to foster effective working relationships and representing your work area at relevant meetings and forums.

Key responsibilities include (but are not limited to):

- Undertaking research and analysis to support the development of new policy;
- Supporting stakeholder engagement, including internal and external stakeholder consultation to support policy development;
- Assisting in the planning, drafting, editing and communication of policy documents and supporting material such as, papers, reports and reviews;
- Understanding and interpreting relevant legislation and regulations that impact our policies;
- Contributing to team and divisional capacity in policy, program support and/or communications and stakeholder engagement.

If you are passionate about safeguarding Australia's national interest and assets, and working in fast-paced environment that is inclusive, values your contributions, supports your professional development and provides flexible working options, then SEG is the workplace for you, and we invite you to apply for the exciting opportunity.

About our Team

Dive into the heart of the Defence Estate with the Security and Estate Group (SEG), where you'll be at the forefront of learning how SEG develops, sustains and protects an estate spanning over 3.8 million hectares - the Commonwealth's largest landholding. This is your chance to contribute to the vital functions that keep our Defence forces operational, from the security of our 70 major bases to management of more than 1,000 Defence owned and leased properties.

Seize the opportunity to make a significant impact with SEG today! The SEG comprises four divisions (Infrastructure, Service Delivery, Security and Estate Transformation) that strengthen the links between security and the Defence Estate, and support Defence's mission and the integrated, focused force outlined in the 2024 National Defence Strategy.

Our current Policy Officer vacancies exist in the following divisions:

- Defence Security Division – provides adaptable security services to Defence and Defence industry, and provides timely, considered guidance to all Defence employees. Your work here will contribute to securing Defence by developing, advising on, implementing and reviewing Defence security policies (domestic and international) to elevate national security.
- Estate Transformation Division - established in July 2024, this division is tasked with strengthening the resilience of the Defence Estate through Defence wide integration, reorientation and collaboration. Here you will contribute to process reform, Defence Estate optimisation, and engagement with central agencies on estate management policy and the implementation of Government direction and strategic intent. Developing and implementing strategic planning principles for the Defence Estate, leading implementation of Government decisions with respect to the Defence Estate Audit, property acquisitions, leasing, disposal and management of estate related native title are also key responsibilities of the division.

NOTE: Although current SEG vacancies exist within the Defence Security and Estate Transformation Divisions, this recruitment process may be used to identify other suitable candidates to fill vacancies for similar roles across the Group. We may also consider locations outside of the advertised location, but preference will be given to the locations advertised.

Our Ideal Candidate

We are seeking Policy Officers who possess a range of the following skills and experience to fill vacancies across our division:

- A high level of personal drive, initiative and integrity, taking personal responsibility and initiative for meeting objectives and progressing work;
- Strong stakeholder engagement and collaboration skills;
- Ability to work independently in a fast-paced environment and deliver quality outcomes;
- Excellent interpersonal skills to build and cultivate productive relationships with internal and external stakeholders, to deliver shared outcomes, including negotiation skills;
- Skilled in researching, collecting, and analysing information for informed decision-making;
- Highly organised, be able to prioritise competing deadlines, including great attention to detail;
- Committed to professional growth and interested in seeking learning and development opportunities.

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>

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To Apply

Position Contact	Jared Gibney, 02 6132 7542
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D49E6555-F08F-8614-15EB-DB358F57D0B8

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Defence

Vacancy VN-0750165

Department of Defence

Closing Date:Sunday 17 November 2024

Security and Estate Group
Defence Security

Job Title	Senior Policy Officer - Security and Estate Group
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Enoggera QLD
Salary	\$91,702 - \$104,753
Future Merit Locations	Canberra, Enoggera
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	SEG/09126/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=319B6B8D-0188-E1A6-A661-DB35905CBCD8>

Duties

The Role

The Security and Estate Group (SEG) is seeking multiple Senior Policy Officers to support Defence's mission to defend Australia and its national interests. As a Senior Policy Officer within SEG, you will work independently exercising both initiative and judgement in the interpretation and application of policy.

You will provide detailed policy advice in relation to complex work and contribute to strategic planning, program and project management and policy development across one of the group's main functions; security, service delivery, estate or infrastructure. This challenging and rewarding position involves having knowledge of and compliance with legislative frameworks, government decision-making and Defence's mission and policy requirements.

Key responsibilities include (but are not limited to):

- Manage the development and maintenance of policy documentation including Standard Operating Procedures, templates, guidelines and business rules to ensure alignment with whole of government and Defence policy;
- Apply experience to identify policy issues and conduct research to resolve them;

- Build and sustain effective relationships with subject matter experts, Defence, government and industry stakeholders to develop policy and advice;
- Engage and motivate team members to participate in teamwork, group activities and to establish effective working relationships;
- Evaluate security policy issues, identify logic gaps and initiate the development and assessment of recommendations;
- Interpret policy, procedures and guidelines to assess alignment with whole of government policy and provide advice to stakeholders;
- Lead complex policy analysis and prepare work area plans, identifying risks and uncertainties and detailing measurable milestones and expected outcomes;
- Resolve problems using expertise, taking the initiative to identify alternative courses of action to achieve desired policy outcomes.

If you are passionate about safeguarding Australia's national interest and assets, and working in fast-paced environment that is inclusive, values your contributions, supports your professional development and provides flexible working options, then SEG is the workplace for you.

About our Team

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NOTE: Although current SEG vacancies exist within the Defence Security and Estate Transformation Divisions, this recruitment process may be used to identify other suitable candidates to fill vacancies for similar roles across the Group. We may also consider locations outside of the advertised location, but preference will be given to the locations advertised.

Our Ideal Candidate

We are seeking Senior Policy Officers who possess a range of the following skills and experience to fill vacancies across our division who are:

- Committed to supporting personnel in understanding and meeting departmental and employee obligations;
- Able to produce high-quality policy documents, complex reports, and briefings;
- Excellent communicator with interpersonal skills for building strong relationships with stakeholders;
- Capable of translating complex concepts into clear, actionable policies;
- Proficient in both independent work and collaborative team environments;
- Skilled in researching, collecting, and analysing information for informed decision-making;
- Experienced in leading, mentoring, and/or guiding team members to foster a collaborative work environment;
- Able to work well as part of a high-performing team, engaging with diverse teams and stakeholders;
- Committed to professional growth and interested in seeking learning and development opportunities;
- Highly motivated, solution focused, organised, with a desire to achieve quality outcomes.

If you have a passion for policy and a desire to support Defence’s mission, we want to hear from you.

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>

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To Apply

Position Contact	Jared Gibney, 02 6132 7542
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=319B6B8D-0188-E1A6-A661-DB35905CBCD8

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Defence

Vacancy VN-0750181

Department of Defence

Closing Date: Sunday 01 December 2024

Air Force
Air Command

Job Title	Range Operations Support Officer
Job Type	Full-Time, Ongoing
Location	Woomera SA
Salary	\$76,277 - \$83,274
Future Merit Locations	Woomera
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	AF/09213/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=CFF62714-08CB-B768-90AA-DB35922DB7B5>

Duties

The Role
Under direction perform the role of Range Operations Support Officer (ROSO) by providing assistance and support of the day to day activities that occur within the Woomera Test Range (WTR).

The ROSO is accountable under direction to perform and achieve project work within an integrated workforce. They are accountable to ensure they have knowledge of and compliance with legislative frameworks, government decision-making and Defence mission and policy requirements.

The ROSO will work in conjunction within the team and be accountable for the achievements of outcomes of their work. They will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures. The ROSO will be accountable to contribute towards ongoing self-improvement and personal development.

Other duties may also include:

- Co-ordinate Woomera Restricted Airspace NOTAMs.
- Act as the airspace arbiter.
- De-conflicting range activities both ground and air.
- Provide authorisation of Aircraft landing/Airspace clearances.
- Assist prospective range users on suitable areas to conduct trials.
- Ensure the clean range policy is adhered to by clients.
- When required control access to the Range by official visitors and prospective range users and escort them when directed.
- Deliver induction and operational situational awareness briefs.
- Monitor, answer, redirect and/or reply to enquiries from both internal and outside agencies and stakeholders.
- Being able to work in remote conditions and camping out if required.
- Participate in an out of hours on call roster.

The work environment will involve:

- Computer Use.
- Generic screen based.
- Sitting at desk.
- Lifting 15 kg +.
- Works in isolation from other staff (remote supervision).
- Distance walking (i.e. Large building or inter-building transit).
- Works outdoors.
- Works in a call centre environment.
- Works in a customer service environment.
- Exposure to extreme temperatures.
- Frequent travel - Vehicle.
- Frequent Overtime.

About our Team

Air Force Test Range Squadron (AFTRSQN) provides a safe, secure and controlled Instrumented 'Advanced Training and Test Environment' (ATTE) in support of whole-of-Government directed activities, testing of war material and Raise Train Sustain activities to support Force Generation for the Australian Defence Force, our allies and foreign partners.

The team works directly with Range Users and other stakeholders to develop and execute the test environment, including planning, execution and oversight to ensure efficient use of resources to provide a level of range support that best meets customer expectations, integrity of the test environment and compliance with relevant policy.

Defence provides relocation assistance to eligible Australian Public Service (APS) employees required to relocate. The level of assistance will vary depending on the reason for relocating and your personal circumstances.

Our Ideal Candidate

The ideal candidate will have the ability to:

- Resolving any conflicts between active range tasks locally as directed.
- Provide advice, briefings and site visits for range customers as required.
- Provide administration support to the operations team as directed.
- Undertaking audit of activities to ensure compliance with the Indigenous Heritage Management Plan (IHMP).
- Undertaking post trial inspection of Defence assets and report on their condition.

- Demonstrate the requisite attitude and behaviours in accordance with (IAW) the One Defence Leadership Behaviours and Air Force Values.
- Work collaboratively, operate as an effective team member and provide constructive feedback.
- Engage with relevant stakeholders and understand their expectations and concerns.
- Well-developed time management skills, particularly the ability to deal with a range of matters simultaneously, establish priorities and meet deadlines.
- An understanding of the issues associated with deploying and working in remote locations.

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>

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To Apply

Position Contact	Colin Telfer, 0455 070 405
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=CFF62714-08CB-B768-90AA-DB35922DB7B5

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Defence

Vacancy VN-0750209

Job Title	Navy Psychologist
Job Type	Full-Time, Ongoing
Location	Potts Point NSW
Salary	\$91,702 - \$104,753
Future Merit Locations	Potts Point
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	NAVY/09161/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=138CCC78-E7EE-45D3-C6B6-DB35CB67BE2F>

Duties

The Role

This is a civilian (non-uniformed) role, as part of the Australian Public Service (APS) workforce within Navy. Our Psychologists have a diverse organisational and operational psychology role, in support of Navy members on Navy Establishments. We work as part of a broader psychology team of professionals, including psychology assistants, work closely with other health professionals, and command teams. You will be a part of the Navy Psychology East team, providing psychological support to Navy members and contributing directly to Navy's capability and national security.

Navy Psychology strengthens the Navy workforce by delivering best-practice resilience and mental health programs and by working with Navy leadership to optimise members' performance. The services delivered by Navy Psychology East include referrals from Command for advice, referrals from Navy members for work-related support, mental health training development and delivery, operational mental health screening, critical incident mental health support and organisational interventions.

About our Team

The Navy Psychology East team provides the full scope of Navy Psychology Services to Navy Fleet Units and the Garrison Shore Establishments at HMAS Kuttubul (Potts Point) on the beautiful Sydney Harbour close to the CBD and Royal Botanical Gardens. The team works together to achieve a high standard of psychology service provision, liaising regularly with command elements, health providers and other wellbeing stakeholders.

Our team consists of a Senior Psychologist, two APS 6 Navy Psychologists, uniformed Navy Psychologists and an APS Psychology Assistant. We are a highly professional, close-knit team who work together to support each other and the goals of our Section. We value professional development, strong relationships, high performance, work flexibility and support.

Our Ideal Candidate

Will enjoy conducting psychological assessments, providing brief psychological interventions, developing and delivery training, and liaising with stakeholders.

They will be open to innovation; and value best-practice service delivery. We are passionate about supporting Navy personnel to perform at their best and to be prepared to successfully fulfil Navy's Mission.

Eligibility

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

Mandatory Qualifications
Current full and unconditional AHPRA registration as a psychologist.

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>

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To Apply

Position Contact	Kevin Hayter, 03 5931 8983
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=138CCC78-E7EE-45D3-C6B6-DB35CB67BE2F

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Defence

Vacancy VN-0750298

Department of Defence

Closing Date:Sunday 17 November 2024

Associate Secretary Group
Defence Integrity

Job Title	Senior Data Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$134,567 - \$161,521
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	ASG/09349/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=B67E2072-AA3A-38C9-77A8-DB3608F8969B>

Duties

The Role
Steering the strategic direction of the Data Analytics, Intelligence, Investigative Support and Recoveries (DAIIS) team, the duties will include, but not be limited to:

- Lead a team to deliver intelligence and analytic services in alignment with the strategic objectives of Integrity Division;
- Provide clear performance and behavioural standards, mentoring and develop technical expertise;
- Provide a strategic level of specialist and professional expertise within the data analytics and intelligence function, including analysing complex problems using professional judgement, evaluating ambiguous and incomplete information whilst factoring in risks and being sensitive to the context and information sourced;
- Prepare and review complex fraud detection and intelligence data driven reports, Executive briefs, submissions and advanced visualisations to inform Defence decision making;
- Respond and provide specialist advice relating to digital forensics and eDiscovery processes to support complex investigations and fraud detection activities;
- Manage and lead the fraud recoveries function by providing clear direction and advice to ensure compliance with legislative, policy and regulatory frameworks;
- Build and sustain strong relationships with a broad range of internal and external stakeholders, promoting Defence's objectives to deliver outcomes;
- Other ad hoc investigative and analytic activity as required.

About our Team

The Data Analytics, Intelligence, Investigative Support and Recoveries (DAIIS) Directorate is responsible for analysing integrity related information to identify fraud and misconduct which may warrant further investigation.

In addition, DAIIS is responsible for undertaking intelligence analysis, fraud debt recovery and providing specialist advice relating to digital forensics and eDiscovery processes to support complex investigations and fraud detection activities.

Our Ideal Candidate

The ideal candidate will be able to demonstrate the following:

- Evidence of strong leadership skills and the ability to develop high performing teams;
- Strong problem solving, analytical and critical thinking skills;
- Experience in developing and maintaining diverse stakeholder relationships;
- Ability to form clear, logical arguments both verbally and in writing to support a position, and strong written and verbal communication skills are essential;
- Ability to both lead and participate in the development and planning for short term tasks and strategic planning for longer-term initiatives; and
- Ability to be flexible and adapt to the changing priorities.

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	Belinda Gill, 02 6155 9858
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=B67E2072-AA3A-38C9-77A8-DB3608F8969B

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Defence

Vacancy VN-0750301

Department of Defence

Closing Date:Sunday 17 November 2024

Defence People Group
Joint Support Services

Job Title	Sexual Misconduct Incident Data Curation
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$115,899 - \$130,733
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DPG/08452/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=3A2AB1A3-7C66-E316-CAAC-DB36096FC353>

Duties

The Role

As the Sexual Misconduct Incident Data Curator you will exercise a considerable degree of autonomy; initially responsible for designing and implementing a system to gather, align, and explore data from a variety of Defence sources. You will be required to collaborate with key stakeholders to access, analyse, and understand incident data in order to prepare and publish complex data-based briefs and reports in response to Recommendation 24 of the Royal Commission into Defence and Veteran Suicide. These reports will enhance organisational knowledge of the extent of sexual misconduct within Defence, responses to reported incidents, and inform Defence decision making.

About our Team

The Sexual Misconduct Prevention and Response Office (SeMPRO) is a dedicated multidisciplinary team responsible for supporting individuals who are impacted by sexual misconduct, and preventing sexual misconduct in Defence workplaces. SeMPRO works in three key ways to do this:

- Providing education and training about sexual misconduct prevention and response to Defence personnel;

- Providing support and advice to people affected by sexual misconduct, either personally, or those assisting and managing others, and
- Shaping Defence policy to provide accessible resources that aid those impacted by sexual misconduct, their supporters, and managers.

Expanding on this role SeMPRO will become the curator of all Defence sexual misconduct incident data, including policing, administrative, and disciplinary responses to reported incidents.

SeMPRO offers a collaborative environment where you can apply and develop your expertise to perform an essential function that contributes to good outcomes for the Defence workforce.

Our Ideal Candidate

To thrive in this opportunity you will have:

- Highly developed applied research skills and experience, including methodological, analytical, or other technical experience that enable designing and delivering high-quality applied social science research projects;
- Well-honed communication and engagement skills that support you in collaborating with key stakeholders, and deliver knowledge that influences change;
- Excellent organisational skills, individual drive and determination that enable you to work autonomously towards achieving a defined but challenging outcome.
- A high level of understanding of the Defence Organisation and the military justice system to facilitate robust data interrogation incorporating disparate terminology.

You will also demonstrate a background in one or more of the following:

- Extensive experience delivering applied social research in government or other settings.
- Experience working with sensitive administrative data.
- Qualitative analysis experience.
- Applied research expertise in relevant subjects (e.g. organisational development, culture, or wellbeing).
- End to end expertise in running research projects incorporating project management, research communications, and knowledge application.

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>

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To Apply

Position Contact	Katie Urquhart, 02 5109 8809
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=3A2AB1A3-7C66-E316-CAAC-DB36096FC353

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Defence

Vacancy VN-0750302

Department of Defence

Closing Date:Sunday 17 November 2024

Joint Capabilities Group
ICT Operations Division

Job Title	Alternate Communications Security Account Manager (ACAM)
Job Type	Full-Time, Ongoing
Location	Richmond Hill NSW
Salary	\$83,706 - \$89,659
Future Merit Locations	Richmond Hill
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	JCG/09267/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=EC70B5C2-D14F-B8E4-B0CD-DB3609896FCC>

Duties

The Role

Communications Security (COMSEC) staff are responsible for the receipt, custody, handling, accounting, distribution, safeguarding and destruction of all COMSEC material held on charge.

All COMSEC accounts are required to be maintained in accordance with policy issued by Defence Cryptographic Management Directorate (DCMD) and Australian Signals Directorate (ASD).

COMSEC staff are required to engage with relevant stakeholders to identify expectations and concerns and develop a clear understanding of the issues to achieve outcomes.

The position is responsible for such activities as:

- Defence Secret Network support services;
- Support Joint Capabilities Group (JCG) High Assurance Cryptographic infrastructure;
- Support Defence and Defence Industry High Assurance Cryptographic infrastructure;
- Equipment installation, maintenance, repair and removal;
- Perform cryptographic accounting; re-key duties, checks and destructions;
- Manage material & equipment spares and future holdings;
- Conduct Annual Audits, inspections, and group activities;
- Provide Support to COMSEC Incident Reporting and Investigations;
- Perform accounting processes, procedures and audits associated with COMSEC devices and material.

Note: This position is expected to participate in an on call 24/7 support roster in support of delivering our COMSEC Services. This is remunerated through out of hours restriction allowance.

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 Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

BDCPs provide remuneration in addition to the Defence Enterprise Agreement (EA). This arrangement is subject to meeting eligibility criteria and is subject to annual review. Should your performance fall beyond requirements or the eligibility criteria not be met, your eligibility for the BDCP may be reviewed and ceased.

It may also be ceased should you change positions or the requirement for the BDCP is no longer necessary, as determined by Defence. Should the BDCP be ceased you will be advised and your BDCP additional payment will cease.

About our Team

The Directorate of Regional ICT Services (DRICTS) acts as the Joint Capabilities Group (JCG) representative for all ICT products and services delivered to Defence regional bases and sites across Australia and internationally.

The Directorate is specifically responsible for Deskside Support Services, Audio Visual Support Services, End User Advocacy and Relationships, Regional Project Support, Communications Security Services (COMSEC) and Regional Assurance and Governance Services.

Our team comprises a mix of Australian Public Service (APS), Australian Defence Force (ADF) and Contracted personnel located across approximately 56 major Defence bases Australia wide. We also have an Overseas Region where opportunity exists for APS to rotate through the United States of America and England.

Our Culture is one that is driven by a "One Team" approach "To be the most dedicated, trusted and proven Directorate in support of ICT Capability across Defence."

Our Mission is to enable the war fighter by advocating for their ICT capability needs and improve the enterprise ICT experience across Defence.

Our Ideal Candidate

Ideal candidates will have:

- Initiative and experience to analyse, plan, review and adjust priorities and work activities to meet business outcomes;
- Ability to undertake objective, systematic analysis and draw accurate conclusions based on evidence providing detailed technical, operational, professional and procedural advice in relation to complex service level agreement and supplier management activities;
- Ability to plan and complete ICT service provision activities and tasks, selecting methods and resolving most of the issues that arise. They will be provided with assistance for the more complex issues;
- Stakeholder engagement and will be required to support the delivery of services in an outsourced environment to achieve outcomes;
- Continually improving the delivery of JCG Services to the end user though changing and adapting processes;
- Ensuring that the delivery of services by JCG meets agreed service quality levels Building and sustaining relationships, liaise with a range of stakeholders including other teams, peers and colleagues across Defence and other organisation;
- They will be accountable to contribute towards ongoing self-improvement and professional development, in alignment with DRICTS commitment to empower and enable the workforce through mutual learning opportunities.

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>

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To Apply

Position Contact	Mick Howles, 02 4579 3623
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=EC70B5C2-D14F-B8E4-B0CD-DB3609896FCC

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Defence

Vacancy VN-0750314

Department of Defence

Closing Date: Sunday 19 January 2025

Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Project Manager
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	\$115,899 - \$130,733
Future Merit Locations	Williamtown
Office Arrangement	Flexible
Office Arrangement Details	Office Arrangement is Flexible
Classification	Executive Level 1
Position Number	CASG/09305/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=0DE72A86-552C-61A7-A833-DB36B91D0644>

Duties

The Role
Located at the Royal Australian Air Force (RAAF) Base Williamtown in Newcastle region, the Air Warfare Systems Program Office

(AWSPO) leads and manages a portfolio of highly complex projects and products in support of Air Force and Navy capability.

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

As an EL1 Project Manager, you will have an essential role in delivering these projects and products to improve Defence's capability. In this role, you will have the opportunity to further develop your project management skills. Professionalisation is a key focus within Capability Acquisition and Sustainment Group (CASG) and accredited training will be provided as part of the role.

The roles involve achieving project or product management outcomes and managing a diverse team of Air Force, Australian Public Service and contract personnel. Project and Product Managers manage teams and monitor performance to achieve SPO outcomes. The roles provide advice and support to the Executive and contribute to delivering organisational outcomes.

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

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

About our Team

Air Warfare Systems Program Office (AWSPo) is an integrated work environment located at RAAF Base Williamtown in the beautiful Port Stephens region of NSW. You will have access to beaches and the local lakes and rivers. Take a short drive to the Barrington Top Mountains for hiking and the Hunter Valley for vineyards and entertainment venues. Explore the beautiful city of Newcastle with its countless wonderful cafés and restaurants.

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

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

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

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

Our Ideal Candidate

We are looking for people with initiative, strong organisational skills and the ability to respond appropriately to pressures and changing priorities. The successful candidates will be experienced people leaders and will possess planning and management skills, as well as organisational and interpersonal skills with a strong focus on performance, governance and attention to detail.

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

Key attributes and experience we are looking for:

- Demonstrated performance in people management and leadership in a multi-disciplined team;
- Demonstrated ability to be an effective team member;
- Demonstrated effective interpersonal communication skills, including strong emotional intelligence, resilience and adaptability;
- Demonstrated ability to support strategic direction through planning and governance functions, set work area priorities, manage workflows, develop strategies and evaluate business outcomes;
- The ability to respond flexibly to changing situations, including using sound judgement under pressure, to ensure the success of key deliverables;
- The ability to understand the 'big picture' to identify any emerging opportunities or threats in relation to your program of work;

- The ability to be responsible for the management of schedule, risk, budget, resources and the preparation of briefings, submissions, reports and returns relating to project or product progress and issues that arise in accordance with organisational requirements;
- Risks and opportunities – ability to identify and take account of these in planning, decision-making and priority setting;
- The ability to read and apply policy in a general sense; and
- Project management experience and/or the ability to develop and interpret project documentation under limited direction.

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

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 1'.

Notes

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To Apply

Position Contact	Nicholas Mason, 02 4077 8203
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0DE72A86-552C-61A7-A833-DB36B91D0644

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Capability Acquisition and Sustainment Group
Aerospace Systems

Job Title	Product Manager
Job Type	Full-Time, Ongoing
Location	Williamtown NSW
Salary	\$115,899 - \$130,733
Future Merit Locations	Williamtown
Office Arrangement	Flexible
Office Arrangement Details	Office Arrangement is flexible
Classification	Executive Level 1
Position Number	CASG/09404/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=66A7E712-83B4-1181-FCAC-DB36B93F6EC4>

Duties

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

Key attributes and experience we are looking for:

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

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

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 1'.

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To Apply

Position Contact	Nicholas Mason, 02 4077 8203
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=66A7E712-83B4-1181-FCAC-DB36B93F6EC4

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Defence

Vacancy VN-0750325

Department of Defence

Closing Date:Sunday 17 November 2024

Air Force
Air Force Headquarters

Job Title	Budget and Procurement Officer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	\$83,706 - \$89,659
Future Merit Locations	Melbourne
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	AF/09121/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=C5693160-6082-7B75-D19E-DB36BA5DE2FD>

Duties

The Role
We have an employment opportunity for Budget and Procurement Officer to work within the Defence Aviation Safety Authority (DASA) Headquarters. This position sits within a team responsible to provide business and administration support to Defence Aviation Safety Authority elements. The team consists of an APS 6 Business and Administration Team Leader and the APS 5 Budget and Procurement Officer.

Successful candidates will have experience providing business and administration services across a number of areas of expertise, including supporting:

- Unit budgeting and financial reporting.
- Develop and maintain financial worksheets.
- Procurement of services and supplies.
- Contracting activities in line with applicable legislation, policies, processes.
- Develop business instructions or procedures.

About our Team

The Defence Aviation Safety Authority (DASA) is responsible to enhance and promote the safety of military aviation through the implementation of a Defence Aviation Safety Program that promotes a generative safety culture and independently assures the effective management of Defence aviation safety risks.

DASA is a complex organisation consisting of Headquarters elements and five Directorates providing aviation safety assurance and specialist engineering services to the Defence aviation community.

The organisation has a strength of around 300 personnel, made up of Australian Defence Force members and Australian Public Servants, and is physically located in Melbourne VIC, Canberra ACT, and Amberley QLD.

Our Ideal Candidate

Successful candidates will be experienced Administration Officers, with the interpersonal and communications skills to work in a small business support team; and a proven record of accomplishment in customer services, effectively collaborating with multidisciplinary stakeholders to anticipate and respond to their needs, and to enable governance, coordination and business support activities.

Engage with clients, stakeholders and suppliers to initiate improvements to resolve complex category management issues and interpret and comply with legislative, policy and regulatory frameworks.

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>

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To Apply

Position Contact	Mr Piotr Krupa, 03 9200 0502
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=C5693160-6082-7B75-D19E-DB36BA5DE2FD

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Defence

Vacancy VN-0750327

Department of Defence

Closing Date:Sunday 17 November 2024

ARMY
2nd Division

Job Title	Work Health and Safety Officer
Job Type	Full-Time, Ongoing
Location	Macleod VIC
Salary	\$83,706 - \$89,659
Future Merit Locations	Macleod
Office Arrangement	On Site;Flexible
Office Arrangement Details	is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	ARMY/08768/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=834EF4C1-A7AC-CA07-EC12-DB36BA702E08>

Duties

The Role

The APS 5 Work Health and Safety Officer is accountable, under limited direction, to perform and achieve complex WHS work within an integrated workforce. They are accountable to have and maintain a well-developed understanding of and compliance to relevant legislative frameworks, government decision-making and Defence's mission and policy requirements.

An APS 5 WHS Officer will be accountable for organising their workflow and making independent decisions relating to their area of responsibility. They will interpret and provide advice within the strategic welfare function area based on legislation, policy and procedures. They will undertake research and analysis, conduct reviews, assessment, investigations and perform procedural, clerical and administrative support work to achieve results.

The APS 5 WHS Officer will be required to engage and communicate with stakeholders to identify, respond and provide advice on issues to achieve work unit and Defence outcomes. They will be accountable to contribute towards ongoing self-improvement and professional development. Sentinel is Defence's Work Health and Safety Management Information System. It provides a single mechanism for reporting and managing work health and safety in Defence.

About our Team

The team consists of the Formation Headquarters and the subordinate units. The team is a mix of Defence members and APS staff who, have management portfolios of different specialties. This requires the APS 5 WHS Officer to work with, but independently of, the team within the WHS Portfolio. There is no direct report WHS staff to this position. The WHS Officer will report directly to higher

command for WHS matters and the governance manager for individual performance outcomes.

Our Ideal Candidate

Our ideal candidate will have an extensive background in Workplace Health and Safety. You will be required to draw on your expertise to provide guidance and support collaboratively with formation managers in relation to complex problems, planning and policy development.

You will have a proactive approach to risk management, manage difficult, sensitive, or complex issues including a considerable level of Defence member contact as well as being confident in representing the formation in stakeholder engagement.

Responsibilities include but not limited to:

- Providing advice to managers across the formation, including interpreting and applying legislation, policy, and procedures.
- Providing technical advice to support the functions of business units, including advising managers on technical and best practice WHS processes in a Defence context.
- Leading implementing the WHS Management System for the formation, including developing and implementing policies, procedures, and conduct formation level auditing.
- Managing and providing advice on incident responses, including coordinating investigations.

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	Deane Lankshear, 0439 486 086
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=834EF4C1-A7AC-CA07-EC12-DB36BA702E08

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Defence

Vacancy VN-0750329

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology Group
Research Technology and Operations

Job Title	Digital Science Environments Manager
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC
Salary	\$115,899 - \$130,733
Future Merit Locations	Fishermans Bend
Office Arrangement	On Site
Office Arrangement Details	Office arrangement is on Site
Classification	
Position Number	DSTG/09124/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=488E3D06-A9B2-23AA-BEE6-DB36BA4D7596>

Duties

The Role

- Responsible for overseeing the sustainment, operations, policies and lifecycles of a broad range of highly complex, novel, and distributed laboratory and experimental Digital Science Environments, which have been highly specialised for research purposes.
- Responsible for the day-to-day management of 3rd level support specialists (both direct and indirect).
- Ensure that operational problems are identified, recorded, monitored and resolved, and new computational environment knowledge is documented and published.
- Liaise with other Scientific Computing directorates to ensure high volume, high speed capacity and performance of dependent services for laboratory systems.
- Ensure that Digital Science Environments sustainment plans are up to date and that current support arrangements are aligned with the OPEX allocation.
- Manage the closure and decommissioning of laboratory and experimental Digital Science Environments which are no longer viable.

- Assist the Laboratory and Experimental Systems (LES) Management Team where required in the areas of: Data Movement, Connection of Scientific Instruments, Trails and Exercise support and all network matters related to Digital Science Environments under a sustainment agreement.

About our Team

Digital Science and Scientific Computing (DSSC) enables and accelerates Defence and National Security Science & Technology through leadership, facilitated access to digital research capabilities, eResearch techniques, and by provisioning secure Digital Science capabilities supported by digital research infrastructure.

Within DSSC, the Laboratory & Experimental Systems (LES) Directorate enables and accelerates Defence S&T by: facilitating the secure, effective and efficient management of laboratory, synthetic, permanent-remote and segregated Digital Science environments; and by facilitating access to secure temporary-remote Digital Science environments.

Our Ideal Candidate

Our ideal candidate will be an excellent communicator who is capable of conversing with people from a wide variety of backgrounds and would do well to have a broad understanding of or a keen interest in developing, maintaining and/or applying, the following:

- Maintain up to date knowledge of digital research infrastructure and apply expertise of applicable scientific and research methods, including digital instruments, hardware and software; to plan digital science environments that optimise research outcomes.
- Apply understanding of S&T principles and best practice relevant broadly to DSTG to inform decisions relating to the connection of Scientific Instruments.
- The Digital Science Environments Manager will manage the operations and through life cycle support of a range of cutting-edge, sustainable and secure laboratory and experimental Digital Science Environments.
- Partnering with DST researchers, you will help develop the concepts and realise the secure and sustainable cutting edge and field Digital Science Environments.
- You will also manage the resources and fleet that support Divisional Research Systems, Networks, Laboratories and Trials and Exercises.
- Working closely with the LES Management Team, this role will also assist with planning and transition of Digital Science Environments into sustainment to ensure through life support capability.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 2'.

Mandatory Qualifications

The S&T5/EL1 Senior Technologist/Technician - Computational Science, Data Science & Autonomy position requires:

- academic qualifications in one or more of the following related fields of research; or
- relevant vocational qualifications; or
- relevant skills and work experience.

Ref 1297.0 ANZSRC Fields of Research 2020

Division 40 – Engineering

- 4007 Control Engineering, Mechatronics & Robotics.

Division 46 – Information & Computing Sciences

- 4601 Applied Computing
- 4602 Artificial Intelligence
- 4605 Data Management & Data Science
- 4606 Distributed Computing & Systems Software
- 4609 Information Systems
- 4612 Software Engineering
- 4699 Other Information & Computing Sciences

Division 49 – Mathematical Sciences

- 4903 Numerical & Computational Mathematics

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>

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To Apply

Position Contact	Michael Kein, 0424 145 174
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=488E3D06-A9B2-23AA-BEE6-DB36BA4D7596

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Defence Science and Technology Group
Sensors and Effectors

Job Title	Chemical Specialist - CBRN Hazard Management
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC
Salary	\$76,277 - \$104,753
Future Merit Locations	Fishermans Bend
Office Arrangement	On Site
Office Arrangement Details	Working Arrangement is On Site
Classification	
Position Number	DSTG/09310/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=962AFD39-653F-CCCC-EA20-DB36BB1983CC>

Duties

The Role

As a Chemical Specialist, you will contribute under general direction within a team to execute a range of research and technical programs. You will work within a framework of legislation, work practices and procedures in accordance with Defence's mission and business objectives. You will contribute to Australia's efforts to mitigate the threats posed by Chemical Biological, Radiological and Nuclear (CBRN) materials by applying science and technology to improve Defence's hazard management capabilities.

This will be achieved by conducting test and evaluation on current decontamination systems, through collaborating with industry/academia and international partners to improve on existing or develop novel decontamination solutions, and by directly contributing to training and operational activities.

About our Team

The CBRN Defence Major Science and Technology Capability (MSTC) within DSTG's Sensors and Effectors Division drives the application of science and technology to solve problems and deliver solutions for the Australian Government and the Australian Defence Force (ADF) to prevent, counter and mitigate the effects of chemical and biological agents, and radiological and nuclear materials.

The CBHM team represents the Australian Government's sovereign capability for knowledge of the function, capabilities and limitations of equipment and systems used for the decontamination of primarily chemicals from personnel, equipment and platforms.

The CBHM team leads the application of analytical, surface and physical chemistry techniques to understand decontamination of surfaces for remediation of equipment and how best to optimise this process. This includes providing advice on in-service decontamination systems and delivering clear guidance on operating in contaminated environments to user groups and procurement decision makers.

Our Ideal Candidate

- The ability to operate under general direction to develop and execute work that generates solutions to scientific problems within time and budget constraints.
- Ability to develop and utilise appropriate test and evaluation methods in order to provide an assessment of military equipment and techniques.
- Ability to develop, maintain, and use bespoke instrumentation.
- Ability to document methodology and train other users is highly desirable.
- Ability to investigate topics and develop skills outside your initial area of expertise.
- Strong skills in the communication of advice, results and conclusions from work programs to diverse audiences including colleagues and Defence clients.
- Work effectively as an individual and in a team, and working collaboratively outside your area of expertise.
- Capacity and willingness to contribute to corporate activities, including regulatory requirements and a commitment to Work Health and Safety practices in the workplace; where previous experience handling and working safely with hazardous chemicals is highly desirable.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 1'

Mandatory Qualifications

Academic Qualifications or equivalent experience in a relevant chemistry, chemical engineering, or materials science discipline.

Notes

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To Apply

Position Contact	Dr. Rebecca McCallum, 03 9344 2237
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=962AFD39-653F-CCCC-EA20-DB36BB1983CC

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Defence

Vacancy VN-0750352

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology Group
Sensors and Effectors

Job Title	Chemistry Specialist - Quality Assurance
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC
Salary	\$76,277 - \$104,753
Future Merit Locations	Fishermans Bend
Office Arrangement	On Site
Office Arrangement Details	Office Arrangement is On Site
Classification	
Position Number	DSTG/09328/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=42BC9B69-D78C-61A9-DED9-DB36BBBA2583>

Duties

The Role

We are seeking a dedicated Chemistry Specialist to contribute to, enhance and report on quality assurance processes and procedures in accordance with our laboratory’s NATA accreditation. This role involves ensuring the highest quality standards are employed for our chemical warfare agent verification activities through meticulous testing and analysis.

Responsibilities include developing and implementing quality control procedures incorporating laboratory inspections and audits, conducting quality control tests and routine laboratory analysis, and ensuring the integrity of samples and analytical data generated meet reporting requirements.

In this role, you will actively contribute to a positive quality culture within a team environment through enhancing quality assurance workflows and training team members as appropriate. Your analytical skills combined with knowledge of accreditation requirements will be critical in identifying and monitoring any quality issues and implementing effective solutions to uphold our commitment to deliver a leading chemical analysis capability for the verification of chemical warfare agents.

About our Team

The CBRN Defence Major Science and Technology Capability (MSTC) within DSTG's Sensors and Effectors Division drives the application of science and technology to solve problems and deliver solutions for the Australian Government and the Australian Defence Force (ADF) to prevent, counter and mitigate the effects of chemical and biological agents, and radiological and nuclear materials.

The Chemical Defence Science and Technology Capability (CD STC) leads the application of chemical sciences to assess, verify, attribute and counter chemical threats. A key role of the CD STC is to operate a suite of chemical laboratories for the synthesis and analysis of highly toxic chemicals, including the Chemical Agents Analysis Facility (CAAF) that is an Organisation for the Prohibition of Chemical Weapons (OPCW)-designated laboratory. Adherence to specific management systems and frameworks for the safe handling, regulatory reporting, and quality assurance is critical to the operation of these sovereign facilities.

Our Ideal Candidate

The ideal candidate possesses:

- A degree in chemistry and has extensive experience working in an analytical chemistry laboratory operating under NATA accreditation (ISO17025).
- Demonstrable ability to develop, enhance and implement practical quality assurance procedures to meet client requirements and in accordance with NATA accreditation requirements.
- Proficiency in using laboratory instruments, particularly mass spectrometers, and maintaining detailed documentation is essential.
- Attention to detail, strong problem-solving skills, and the ability to work independently and collaboratively are vital.

We value a proactive mindset and a passion for quality, ensuring every result meets our rigorous standards. **Eligibility**

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 1'

Mandatory Qualifications

Undergraduate degree in Chemistry or related discipline; practical experience in an analytical chemistry laboratory operating under NATA accreditation.

Notes

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To Apply

Position Contact	Dr. Andrew McAnoy, 03 9344 2684
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=42BC9B69-D78C-61A9-DED9-DB36BBBA2583

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Defence

Vacancy VN-0750355

Department of Defence

Closing Date:Sunday 17 November 2024

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

Job Title	Assistant IGADF - Inquiries
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$115,899 - \$130,733
Future Merit Locations	Brindabella Business Park
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	IGADF/07485/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=F77BEDAC-2564-FBCD-9300-DB36BC2F2139>

Duties

The Role

EL 1 Inquiries Officers work as part of a team on inquiries into the deaths of Australian Defence Force (ADF) members.

The role reports to the Director of the Directorate of Select Incidents and Review (DSIR).

In this role, you will:

- Lead and oversee inquiries and investigations into deaths of all Defence members in line with the Inspector General of the Australian Defence Force Regulation 2016
- Interview deceased member's next of kin, respondents and witnesses in a trauma informed manner
- Provide evidence-based report writing
- Manage sensitive and protected information gathered during death inquiries, investigations and other related activities
- Work collaboratively with team members, Defence staff and other agencies and authorities
- Build team capacity and set the standard for service and quality
- Understand and comply with the agency risk management framework and relevant legislation.

Note you must be prepared to travel as a part of this role.

About our Team

The Office supports the Inspector-General of the Australian Defence Force in their statutory functions of overseeing the effectiveness of the military justice system.

The office has 3 directorates that provide administrative, human resource and legal support and 4 directorates that work on the Inspector-General's statutory functions.

These are:

- Inquiries and Investigations - DII
- Military Justice Performance Review - DMJPR
- Military Redress and Review - DMRR
- Select Incident Review – DSIR

DSIR is an integrated workforce comprised of both APS and ADF staff. The directorate inquiries into the deaths of ADF members and communicates the findings and recommendation to Defence.

Our Ideal Candidate

You will demonstrate:

- Experience in complex investigative and/or administrative assessments and inquiries
- Experience in working with individuals who have experienced trauma

- The ability to work collaboratively with others and independently
- Highly effective written and oral communication skills
- Demonstrated skills in evidence based practices and sound-decision making
- A commitment to a high level of accountability, values and integrity
- Experience or a commitment to promoting and contributing towards building diverse teams
- An ability to adapt well to changing circumstances, accepting new ideas and initiatives.

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	Director Select Incident Review, 02 5109 5869
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=F77BEDAC-2564-FBCD-9300-DB36BC2F2139

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Naval Shipbuilding and Sustainment Group
Major Surface Combatants and Combat Systems

Job Title	Quality Assurance Manager
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$115,899 - \$130,733
Future Merit Locations	Russell
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	NSSG/09376/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=AE6E4531-52CC-BD9C-8B94-DB36F6175565>

Duties

The Role
As part of your role you will be required to:

- Accountable for leading a small team managing allocated resources, setting work area priorities, managing workflows, developing strategies and evaluating business outcomes.
- Plan, lead and manage quality assurance, governance, auditing and corporate reporting activities and identify improvements for quality assurance processes and practices.
- Implement and provide advice on efficient and effective quality assurance, governance, and business reporting functionalities.
- Engage and negotiate with internal and external stakeholders on quality assurance activities to ensure expected outcomes are achieved.
- Liaise with team members and identify, assess, priorities and coordinate quality assurance, governance and reporting activities.
- Evaluate, monitor and report on quality assurance and ensure compliance with relevant requirements.
- Design and implement strategies to enhance the effectiveness of quality assurance, governance, and risk management processes.

About our Team

The Hunter Class Frigate (HCF) will be one of the most advanced warships in the world with cutting edge technology and capabilities. As Australia's largest shipbuilding project, HCF provides the foundation for Continuous Naval Shipbuilding in Australia. We are working with experts from the UK, USA, Canada and Europe to provide six frigates optimised for anti-submarine warfare to the Royal Australian Navy. The frigates are being constructed at the Osborne Naval Shipyard, South Australia utilising the latest production technologies.

You will have access to generous working conditions as an Australian Public Servant in Defence. You will be supported in balancing work life with family and other priorities, with a variety of flexible working arrangements available. Information on Defence employees' working conditions, including an attractive remuneration package with a generous superannuation contribution (15.4%), can be sourced from the Defence Enterprise Agreement.

Our Ideal Candidate

- Good communication skills, both written and verbal. Strong leadership skills, able to influence down, across and up.
- Accountable for accurate completion of work within timeframes and quality requirements, share own expertise with others and guide and mentor less experienced employees.
- Strong judgement with the ability to anticipate issues and identify solutions.
- Demonstrated attention to detail.
- Innovative thinker.
- Seeks continuous improvement Most importantly, we are seeking team-orientated people with a positive attitude, who can navigate the high tempo stresses of this very busy and rewarding role.

Eligibility

Security Clearance

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	HCF Workforce Team, 02 6212 0624
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AE6E4531-52CC-BD9C-8B94-DB36F6175565

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Defence

Vacancy VN-0750422

Department of Defence

Closing Date:Sunday 17 November 2024

Joint Capabilities Group
Defence Space Command

Job Title	Information and Communications Manager
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT
Salary	\$91,702 - \$104,753
Future Merit Locations	Fairbairn
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/07575/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=D232FB7D-F1EA-5B30-2A45-DB36F62B065E>

Duties

The Role
Manage information and records management activities in accordance with the Archives Act 1983, relevant legislation and Defence

policies and procedures. Manage a team and allocate resources, setting work area priorities, managing workflows, developing strategies and evaluating business outcomes. Liaise with stakeholders in relation to sometimes complex or difficult issues involving a considerable level of engagement. Manage the participation of Space Command in a series of sometimes high profile, high visibility events and activities, including but not limited to Conferences, Visits and Showcases etc. Support JCG MECC team to provide specialist advice on the design, development and implementation of a range of internal and external communication and media products and activities.

About our Team

SPACECOMD is a multidisciplinary workforce across Navy, Army, Air Force, Australian Public Service, and industry.

SPACECOMD has been established to prepare space power to secure Australia's interests in competition and conflict. Its vision is to assure Australian civil and military access in space, integrated across Government, and in concert with allies, international partners and industry. The Chief of Staff Branch in SPACECOMD manages a range of Command wide business functions and is looking for a high performing APS 6 Information and Communications Manager to join our team, in this integrated and high tempo environment. On-the-job and formal training will be provided.

Our Ideal Candidate

Our ideal candidate will be able to demonstrate strong skills and experience in:

- Managing complex information and records management work within an integrated workforce.
- Managing and organising events in a range of environments and sizing.
- Have and maintain a well-developed understanding of and compliance to relevant legislative frameworks, government decision-making and Defence's mission and policy requirements.
- Managing and leading a team including organising workflow and making independent decisions relating to area of responsibility.
- Interpret and apply legislative, policy and regulatory requirements.
- Be able to undertake specialist research and analysis, conduct reviews, assessment and investigations and perform clerical and administrative support work to achieve results.
- Engaging and communicating with stakeholders to identify, respond and provide advice on issues to achieve work unit and Defence outcomes.
- Demonstrate and apply the skills, knowledge and experience necessary to provide advice and services for a range of complex to very complex activities.
- Design, develop and implement a range of internal and external communication products and activities.

The candidate will have the following demonstrated attributes:

- Building/maintaining positive stakeholder relationships.
- Strong planning/time management skills, particularly prioritisation and critical thinking.
- Judgement and a bias for action in driving outcomes, including problem solving and flexibility.
- Skilful communicator (both written and verbal).

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	Rachael Clarkson, 02 6192 7272
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D232FB7D-F1EA-5B30-2A45-DB36F62B065E

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Defence

Vacancy VN-0750427

Department of Defence

Closing Date:Sunday 17 November 2024

Joint Capabilities Group
Defence Space Command

Job Title	Information and Records Management Officer
Job Type	Full-Time, Ongoing
Location	Fairbairn ACT
Salary	-
Future Merit Locations	Fairbairn
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	JCG/07585/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D8FB2C84-DA9D-ADD2-221A-DB36F69C1F4E>

Duties

The Role

- Coordinate and perform information and records management activities in accordance with the Archives Act 1983, Relevant legislative and Defence policies and procedures.
- Assist with preparing information material in accordance with Defence requirements.
- Build and sustain effective relationships with stakeholders to deliver agreed business outcomes.
- Work collaboratively with stakeholders and subject matter experts as a team to deliver agreed business outcomes.
- Assist the participation of Space Command in a series of sometimes high profile, high visibility events and activities, including but not limited to Conferences, Visits and Showcases etc.
- Assist with the design, development and implementation of a range of internal and external communication products and activities.

About our Team

SPACECOMD is a multidisciplinary workforce across Navy, Army, Air Force, Australian Public Service, and industry.

SPACECOMD has been established to prepare space power to secure Australia's interests in competition and conflict. Its vision is to assure Australian civil and military access in space, integrated across Government, and in concert with allies, international partners and industry.

The Chief of Staff Branch in SPACECOMD manages a range of Command wide business functions and is looking for a high performing APS 5 Information and Events Coord to join our team, in this integrated and high tempo environment. On-the-job and formal training will be provided.

Our Ideal Candidate

Our ideal candidate will be able to demonstrate strong skills and experience in:

- Perform and achieve complex information and records management work within an integrated workforce.
- Have and maintain a well-developed understanding of and compliance to relevant legislative frameworks, government decision-making and Defence's mission and policy requirements.
- Be able to organise workflow and make independent decisions relating to area of responsibility.
- Interpret and provide advice within the information function based on legislation, policy and procedures.
- Be able to undertake specialist research and analysis, conduct reviews, assessment and investigations and perform clerical and administrative support work to achieve results.
- Engaging and communicating with stakeholders to identify, respond and provide advice on issues to achieve work unit and Defence outcomes.
- Assisting with events in a range of environments and sizing.
- Assist with the design, development and implementation of a range of internal and external communication products and activities.

The candidate will have the following demonstrated attributes:

- Building/maintaining positive stakeholder relationships.
- Strong planning/time management skills, particularly prioritisation and critical thinking.
- Judgement and a bias for action in driving outcomes, including problem solving and flexibility.
- Skilful communicator (both written and verbal).

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>

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To Apply

Position Contact	Rachael Clarkson, 02 6192 7272
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D8FB2C84-DA9D-ADD2-221A-DB36F69C1F4E

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Defence

Vacancy VN-0750438

Department of Defence

Closing Date:Sunday 01 December 2024

Defence People Group
Joint Health Command

Job Title	Mental Health Promotions Coordinator
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$91,702 - \$104,753
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Office Arrangement is On Site
Classification	APS Level 6
Position Number	DPG/09327/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=0FBE16E7-1AE1-CA86-3C41-DB36F72104F4>

Duties

The Role
The role of a Mental Health Promotions Coordinator within the Directorate of Military Mental Health and Psychology will allow you to be innovative, creative, flexible, and challenge you to think outside the box in the way you deliver Mental Health Promotion strategies, activities and training to an incredibly unique audience. You will get to work collaboratively with a geographically dispersed team to promote and communicate training, resources, and events to the Australian Defence Force (ADF) community using a variety of channels.

The role requires overnight travel, providing administrative support as part of training governance requirements, minor technical support to online training, occasional work on weekends and outside of core business hours (with accrual of flex time), and requires a large amounts of time away from your desk delivering training and engaging with ADF members.

About our Team
The Directorate of Military Mental Health and Psychology is involved in a range of activities supporting the mental health and psychological effectiveness of Australian Defence Force (ADF) personnel, including training and education, mental health support programs, policy and governance, organisational climate surveys, and monitoring and evaluation.

Within this Directorate, you'll be part of a small and geographically dispersed multi-disciplinary team that provides mental health promotion, prevention, and early intervention services to support ADF members.

Our Ideal Candidate
Our ideal candidate will possess or demonstrate the following:

- Ability to work closely and collaboratively with immediate manager;
- Able to work effectively as part of a small team, with capacity to work independently as required;
- Confidence to engage with broad and diverse stakeholders;

- Hold a tertiary qualification in the relevant discipline, and/or have extensive experience in Mental Health Promotion/Health Promotion, Psychology, Positive Psychology, Wellbeing Science, Health Education, Community Development and Engagement;
- Ability to engage and tailor communication styles, to a wide range of audiences either face-to-face or online;
- Able to deliver a number of workshops across different topics including; suicide prevention, mental health & wellbeing and alcohol, tobacco and other drugs;
- Have experience in planning, development, implementation and evaluation of health promotion initiatives;
- Hold CBT qualifications and/or experience;
- Hold current drivers licence and have the ability to travel when required.

Eligibility

Security Clearance
Applicants must be able to obtain and maintain a security clearance of 'Baseline'.

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>

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To Apply

Position Contact	Thomas Heaney, 08 7971 3349
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=0FBE16E7-1AE1-CA86-3C41-DB36F72104F4

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Defence Science and Technology Group
Sensors and Effectors

Job Title	Integrated Sensing Specialist
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$115,899 - \$130,733
Future Merit Locations	Edinburgh
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DSTG/09403/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=2964B1C3-95B1-31C0-5540-DB36F7EE6E0C>

Duties

The Role

The RF Sensing and EW Branch in Edinburgh is looking for an enthusiastic person to undertake analysis, develop algorithms and conduct research in support of integrated sensing and surveillance for the Australian Defence Force.

Using the strengths from your background, you will develop and assess novel processing techniques for automatic tracking, fusion and sensor tasking algorithms that can deliver improved exploitation of multi-sensor data.

As the ideal candidate, your passion to improve how integrated sensor systems operate today and your desire to innovate will contribute directly to programs within the ADF to improve their sensor surveillance capabilities.

You will have the opportunity to think critically and work in collaboration with ADF personnel, academia and industry. You will have access to world class radar research facilities onsite in Edinburgh to assist you in your research and development.

Under limited guidance, duties of the Integrated Sensing Specialist will include:

- Undertake original research in multi-sensor tracking, fusion and sensor tasking algorithms to enable future integrated ISR capabilities for the ADF.
- Transition innovative algorithms from offline research software to real-time operational demonstrations in our online development environment.
- Work closely with industry members to ensure research is relevant, and to assist in the transition of organic R&D into the warfighter.

- Engage and coordinate with our ADF clients to ensure work outcomes are aligned with Defence needs.
- Work with others towards shared goals in a team environment.

Infrequent interstate travel will be required. Overseas travel may be required.

About our Team

Sensors and Effectors leads the impetus for innovation within Australian force operations by providing science and technology advice about equipment, personnel and processes. The RF Sensing and EW (RFSEW) Major Science and Technology Capability (MSTC) within DST Group's Sensors and Effectors Division (SED) drives the application of science and technology to solve problems and deliver solutions for the Australian Government and the Australian Defence Force (ADF) and improve their capabilities in radar surveillance.

One of the key roles the Integrated Sensing team conduct is to develop and demonstrate multi-sensor tracking, sensor fusion and sensor tasking algorithms for integrated sensing capabilities.

Our Ideal Candidate

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

- Considerable science research, engineering or technical knowledge and experience relevant to the role.
- A strong interest in working on automatic target tracking, fusion and sensor tasking problems and a willingness to expand your knowledge in the area.
- Demonstrated ability and experience to apply scientific or technical and engineering techniques to solve problems.
- Ability to work independently and as an inclusive team member, valuing diversity of ideas.
- Sound communication skills with ability to adapt communication style to meet the needs of different stakeholders.
- Ability to build good stakeholder relationships.
- A commitment to ongoing self-improvement and professional development.

Eligibility

Security Clearance

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

Mandatory Qualifications

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

- Academic qualifications in one or more of the following related fields of research; or
- Relevant vocational qualifications; or
- Relevant skills and work experience.

Ref 1297.0 ANZSRC Fields of Research 2020

Division 40 – Engineering

- 4008 Electrical Engineering
- 4009 Electronics, Sensors & Digital Hardware
- 4013 Geomatic Engineering
- 4099 Other Engineering

Division 46 – Information & Computing Sciences

- 4602 Artificial Intelligence
- 4605 Data Management & Data Science
- 4606 Distributed Computing & Systems Software
- 4609 Information Systems

Division 51 – Physical Sciences

- 5108 Quantum Physics

Notes

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

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To Apply

Position Contact	Damiaan Letsch, 08 8393 3569
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2964B1C3-95B1-31C0-5540-DB36F7EE6E0C

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Defence

Vacancy VN-0750452

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology Group
Sensors and Effectors

Job Title	Materials Scientist - Rocket Propellant
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$115,899 - \$130,733
Future Merit Locations	Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/09324/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=1FDA97CB-7339-3A51-0AC5-DB36F7659B0A>

Duties

The Role

The role is centred on leading the design, development, manufacture and characterisation of mission-specific, military-relevant cast composite solid rocket propellant and solid fuels, and conducting innovation S&T to improve propellants, pre-cursor materials and industrialisable manufacturing methods to deliver system level performance advantage.

Given the tightly coupled nature of rocket motor and propulsion system design and development, the candidate will be required to identify and lead the development of propulsion material technology strategies to ensure the viability of integrated rocket motor and broader propulsion system designs. Central to this will be the ability of the successful candidate to be able to work closely with a broad multi-disciplinary team.

The ability to satisfy the above tasks will require the ability to:

- Propose innovative solutions to emerging challenges, including new ingredients, processing conditions or processes.
- Lead work packages and/or small teams of multi-disciplinary professionals to solve technical and scientific challenges as they emerge.
- Operate laboratory and pilot-scale equipment for the manufacture of cast propellant formulations.
- Conduct and oversee the characterisation testing of: a range of propellant formulations and rocket motor material interfaces to characterise chemical, mechanical, rheological and ballistic properties; analysis of raw ingredients, both energetic and inert, including techniques such as particle size, purity, reactivity and thermo-mechanical properties.

About our Team

Missile and Space Propulsion STC has an end-to-end capability encapsulating: propulsion system utility assessments; theoretical design and optimisation; materials development & characterisation (both inert and energetic); through to sub-system and integrated rocket motor development, integration and testing.

We apply this end-to-end capability in support of broader Defence in the context of ensuring the ongoing safe and reliable deployment of the ADF's guided weapon inventory, and also to develop novel propulsion systems to deliver step changes in performance for future systems, including as part of co-development

Our Ideal Candidate

In addition to the requirements articulated in the role statement, the successful candidate will:

- Have extensive knowledge of, and demonstrated hands-on experience with, cast composite rocket propellants and associated pre-cursor materials, and rocket propellant manufacturing and characterisation methods.
- Be a self-starter with high levels of initiative and attention to detail.
- They must be able to operate in, and where required, lead multi-disciplinary and diverse teams of professionals with minimal direction.
- An ability to engage effectively with broader Defence, Industry and academia and communicate via clear and effective oral and written means with the same.
- Have a willingness to work with energetic materials that are inherently hazardous, and have a demonstrated commitment to the need for adherence to associated safety procedures.
- Willingness to participate in laboratory and field trials and experiments, in some cases involving remote locations.
- Be comfortable working in a high-tempo, results-driven environment.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Bachelor or higher university qualification in relevant field of science/engineering (eg. Chemistry, chemical engineering or materials science), or relevant demonstrated experience in the field.

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>

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work-life balance, recognition, a flexible and supportive work environment and a diverse workforce. To find out more about a career with Defence please visit <https://www.defence.gov.au/jobs-careers>

To Apply

Position Contact	Andrew Hart, 0437 297 595
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=1FDA97CB-7339-3A51-0AC5-DB36F7659B0A

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Defence

Vacancy VN-0750454

Department of Defence

Closing Date:Sunday 17 November 2024

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Security Policy Officer
Job Type	Full-Time, Ongoing
Location	Russell ACT
Salary	\$83,706 - \$89,659
Future Merit Locations	Canberra, Russell
Office Arrangement	On Site
Office Arrangement Details	Office Arrangement is On Site
Classification	APS Level 5
Position Number	CASG/09429/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=87BCA08A-DBFC-C98D-57B2-DB36F7CA4BFA>

Duties

The Role

The Electromagnetic Warfare Intelligence Systems Branch Security is seeking a professional, motivated APS 5 Security Officer to join the team in Russell, ACT. As the APS 5 Security Officer, operating in a secure environment you will be a part of the business unit which provides effective security support to all of the EWIS Special Program Offices.

Under limited direction you will engage with stakeholders, investigate, report, develop, evaluate, support policies, processes, procedures, practice and manage resources specific to assurance and data specifications supporting Defence capability.

As the Branch Security Officer you will be relied upon to provide security assistance and advice to all members of the EWIS Branch. You will have good stakeholder engagement skills, collaborating with the team to ensure complex projects and security requirements within the EWIS Branch are completed.

About our Team

The Electromagnetic Warfare and Intelligence Systems branch under Joint Systems Division is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within CASG.

We deliver joint capability and work primarily on three areas: electronic protection, electronic support and electronic attack and seeks to be recognised and respected as a centre of expertise and global leader delivering and supporting capability solutions in the EWIS and Active Electronically Scanned Array radar domains.

Branch Security unit supports the Assistant Secretary Electromagnetic Warfare and Intelligence Systems, senior Managers and Systems Program Offices to meet their corporate and governance security obligations. Within this team, you will be provided with a supportive team environment and significant professional development opportunities to help progress in your career.

The successful candidate can expect to be challenged in their role and supported by an inclusive and considerate team and leadership group.

Our Ideal Candidate

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

- Knowledge of and ability to provide security incident management responses that is in accordance with the Defence Security Policy Framework (DSPF);
- Experience in the security environment, with the ability to development plans and processes to enhance the achievement of business outcomes;
- Strong organisational skills, self-drive and initiative with excellent interpersonal skills;
- Excellent verbal and written communication skills, with the ability influence and negotiate with stakeholders at variant levels;
- The ability to set work priorities, manage workflows, build and sustain productive and collaborative relationships, ensuring your team remains informed;
- The ability to respond flexibly to changing situations, including using sound judgement under pressure with the ability to prioritise work to ensure the success of key deliverables.

Eligibility

Security Clearance

Applicants must be able to obtain and maintain a security clearance of 'Negative Vetting 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>

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To Apply

Position Contact	Craig Separovic, 02 5108 2744
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=87BCA08A-DBFC-C98D-57B2-DB36F7CA4BFA

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Naval Shipbuilding and Sustainment Group
Maritime Sustainment

Job Title	Logistics Assurance Officer
Job Type	Full-Time, Ongoing
Location	Garden Island NSW
Salary	\$91,702 - \$104,753
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	NSSG/08926/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=84F5F621-31B4-8167-21ED-DB36F8024CC6>

Duties

The Role

The role of an APS 6 Logistics Assurance Officer in Logistics Management involves performing and achieving complex to very complex logistics compliance and assurance work, ensuring compliance with legislative frameworks and Defence's mission and policy requirements. They have considerable autonomy and accountability, exercising initiative and judgement in interpreting policy and applying practices and procedures.

They provide detailed logistics compliance and assurance, technical and professional advice, contributing to strategic planning and policy development. The APS 6 may lead a team, setting work priorities and managing workflows, and must engage with stakeholders on complex issues, anticipating and responding to their needs.

The Logistics Assurance officer is expected to build team capability through coaching, feedback, and developing the quality of work undertaken by others. This role is accountable for achieving the outcomes of their work, contributing to Defence's mission and policy requirements, and managing people and financial responsibilities.

About our Team

The Destroyer System Program Office (DDGSPO) has been established to sustain the Air Warfare Destroyers (AWD). The DDGSPO is an integrated workforce consisting of ADF, APS and industry personnel based at Garden Island in Sydney.

Given the integrated nature of the workforce, positive relationships, collaborative behaviours, and an agile and flexible approach will be fundamental to the success of the DDGSPO. The DDGSPO is a dynamic and challenging work environment supporting the Royal Australian Navy's newest and most capable Hobart Class warships

Our Ideal Candidate

We are looking for enthusiastic, motivated candidate who will be a team player with highly developed communication and

stakeholder management skills. They will genuinely foster a curiosity for innovative possibilities and an enthusiasm to learn and drive change in order to gain efficiencies.

They need to display an ability to learn rapidly and adapt quickly to changing complex situations and uncertainty. They need to take ownership of outcomes and lead tasks to success. They will be required to learn working knowledge of the Naval Logistic Information Systems, centred on the Configuration Management Tool, the Asset Management Planning System, and the Military Integrated Logistic Information System.

To succeed in this role, they must have in-depth knowledge of logistics compliance and assurance and stakeholder engagement skills. They must be able to interpret policy, provide detailed advice, and contribute towards ongoing self-improvement and professional development.

Eligibility

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

Notes

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

About the Department of Defence

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To Apply

Position Contact	Errika Meades, 02 9537 5962
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=84F5F621-31B4-8167-21ED-DB36F8024CC6

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Job Title	ICT Security Specialist
Job Type	Full-Time, Ongoing
Location	Cabarlah QLD, Russell ACT
Salary	\$91,702 - \$104,753
Future Merit Locations	Cabarlah, Russell
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/09087/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=72BD3458-2C1A-6767-E11B-DB36F8F8997B>

Duties

The Role

Are you interested in joining a project that will revolutionise the electronic warfare environment?

Do you want to work in a dynamic team and with the opportunity to shape and influence the outcomes of an Electromagnetic Warfare program?

The Electromagnetic Warfare and Intelligence Systems Joint and Air Systems Program Office (EWIS J&A SPO), within the EWIS Branch of the Joint Systems Division (JSD), under the Capability Acquisition and Sustainment Group (CASG), is seeking applications from talented and experienced ICT Security Specialists to work on the and Intelligence and Air program.

The duties of an APS6 ICT Security Specialist occupation in Defence include the following:

- Accountable to conduct security risk assessment and provide advice and guidance on the application and operation of procedural security controls.
- Responsible for ensuring that all identified breaches in information security are promptly managed according to Defence policies and procedures.
- Understand the security features and capabilities of current Defence and industry accepted hardware and software products and provide advice to stakeholders.
- Use experience to explain systems security and the strengths and weaknesses that are relevant across Defence.
- Tailor communication style and language to provide guidance on security strategies to manage identified risks.
- Facilitate appropriate direction for the team by clearly communicating goals and objectives.

- Interpret security policy and contribute to the development of standards and guidelines that comply with Defence policy and procedures.
- Analyse, resolve identified security incidents in accordance with established procedures, and recommend any required actions.
- Lead the application and compliance of security operations procedures and review information systems for actual or potential breaches in security.
- Build and sustain effective working relationships with team members and actively participate in team work and group 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 Agreement (DEA), for positions in occupational disciplines/classifications that are critical to Defence capability. For further information, please contact the contact officer.

About our Team

The EWIS J&A SPO undertakes the acquisition and through-life-support of assigned Joint and Air Electronic Warfare (EW) Capabilities used by the Australian Defence Force. It delivers countermeasures development and validation services and supports a number of projects being delivered to the Intelligence and Security Group.

The EWIS J&A SPO are comprised of members of diverse skills and disciplines who work together to provide a wide variety of activities undertaken by EWIS. It has a high performing culture and the successful candidates can expect to be challenged in their role and supported by an inclusive and considerate team and leadership group.

You will be part of the CA36 Sustainment team and the ICT Security Specialist will support technical and sustainment activities to ensure quality, and compliance with appropriate technical delegations commensurate with relevant legislative, policy and regulatory frameworks. You will engage with stakeholders, investigate, report, develop, evaluate, advise and implement policies, processes, procedures, practice and manage resources specific to assurance and data specifications to support Defence capability.

Our people are capable, innovative, committed and diverse. We support an inclusive culture that emphasises respect and collaboration. Within EWIS J&A SPO, you will enjoy experiences and opportunities that, as an APS employee, you simply would not get with any other organization.

Our Ideal Candidate

Our ideal candidate will have:

- Experience working in ICT Security or similar roles.
- Tertiary training applicable to ICT Security (inclusive of Certificates/Diplomas etc)
- Strong critical thinking skills to thrive in a fast-paced environment and meet deadlines.
- Good understanding of various security frameworks and standards (ISM, PSPF, DSPF etc.).
- Understand a broad range of technologies to be able to provide guidance, advice and implementations.
- Excellent problem-solving skills and the ability to work effectively under pressure.
- Strong communication and interpersonal skills, with the ability to collaborate with both technical and non-technical stakeholders.
- Proactive nature and ability to anticipate issues in the capability or with stakeholders.
- Ability to work in a small team unsupervised and to drive own goals.
- Ability to travel to attend courses to gain a greater understanding of equipment sets.

Eligibility

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

Notes

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

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To Apply

Position Contact	Kathie Gault, 02 5108 9921
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=72BD3458-2C1A-6767-E11B-DB36F8F8997B

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Defence

Vacancy VN-0750488

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology
Sensors and Effectors

Job Title	Warhead Prototyping Officer
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$76,277 - \$104,753
Future Merit Locations	Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/09375/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=198C6616-1D94-D4C7-BEE7-DB36F88D448F>

Duties

The Role
Advanced Warhead Technologies (AWT) group, Sensor and Effectors Division requires the services of a mechanical tradesperson that is able to perform precision machining, CNC operations, welding, resin casting and 3-D prototyping. This role provides immediate support to the needs of experimental and trials work programs run by the Advanced Warheads Technologies (AWT) group.

The technician will provide precision machinist support to the experimental programs and field trials that are run within the AWT group and other groups situated in the Explosives Ordnance Precinct (EOP).

Typically, the technician is required to make last minute changes or modifications to components or manufacture necessary hardware during the actual conduct of the above experimental programs and a large portion of the required work will need to be delivered within very short timelines.

The successful candidate will also be required to routinely attend and support remote field trials at locations such as Proof and Experimental Establishment Port Wakefield and Woomera Test Range.

About our Team
Advanced Warhead Technologies (AWT), is a group within Sensor and Effectors Division based at Defence Science and Technology (DST) Group - Edinburgh, South Australia. The AWT group

provides a sovereign R&D capability to design, prototype and characterise advanced warheads and energetic materials to transform future ADF warfighting capabilities.

The AWT group is comprised of chemists, engineers, physicists and various technical specialists who conduct R&D focused on novel warhead concepts for advanced weapon systems and emerging and disruptive energetic materials technologies. It conducts the majority of the work in a variety of on-site laboratories and facilities but also conducts testing at various ADF test ranges throughout the country.

Our Ideal Candidate

The mechanical tradesperson/precision machinist will have the following skills;

- Ability to act under limited direction and determine the best manufacturing processes
- Experience with high precision machining e.g. warhead, fuze and vacuum components;
- Experience with NC machine tools with and without Conversational Controllers, e.g. lathes, mills and wire cutters;
- Understanding of, and experience with machine cutting tools;
- Use of casting moulds and associated vacuum systems;
- Ability to understand and produce detailed engineering drawings;

Examples of typical components that they may be required to manufacture/modify/assemble include:

- Transducer and gauge mounts
- Specialised test stands
- Casting molds and pressing dies
- Warhead casings and other associated hardware
- Bespoke tooling used in the assembly/disassembly of munitions
- Experience in independently managing and maintaining mechanical fabrication workshops
- WHS awareness and ability to train others on processes/equipment in accordance with WHS requirements

Eligibility

Security Clearance:

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

Mandatory Qualifications

Certificate III Engineering (Mechanical Trade - Machinist) or equivalent qualification.

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>

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To Apply

Position Contact	Kris Allpress, 0408 172 252
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=198C6616-1D94-D4C7-BEE7-DB36F88D448F

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Defence

Vacancy VN-0750489

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology Group
Sensors and Effectors

Job Title	Warhead Modeller and Materials Researcher
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$76,277 - \$104,753
Future Merit Locations	Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/09378/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=A28E67F6-726E-0479-E3BB-DB36F9B08B89>

Duties

The Role

The positions primary role is to undertake the following activities:

- High fidelity physics based hydrocode modelling of warheads effects and target interaction
- Development and application of advanced instrumentation techniques for warhead testing
- Materials research including material characterisation and application of novel manufacturing techniques for warhead applications

The successful applicant will work in an integrated team environment to meet both research and operational outcomes, in support of defence client priorities.

The successful candidate will be required to work predominately in an office environment but may be required to attend field trials.

Applicants are expected to be able to demonstrate good communication skills and be willing to work as part of a team to achieve the required defence outcomes in the weapons and effectors domain.

About our Team

Your role will be an integral part of Advanced Warhead Technology (AWT) Group that is part of Sensors and Effectors Division in DSTG. AWT conducts research of explosives to enhance

defence capability and is responsible for the development, testing and evaluation of existing and novel weapons concepts to support the Australian Defence Force (ADF). The group maintains expertise in explosive formulation and manufacturing techniques, warhead modelling and design, prototyping and testing.

The successful applicant will reside in the Novel Warheads Experimentation and Modelling (NWEM) discipline within the group. They will conduct physics based modelling of warheads and their interaction with a target, as well providing materials characterisation and advanced instrumentation capabilities.

Our Ideal Candidate

- The ideal candidate will have a degree in Engineering, Physics or related fields (or equivalent experience).
- They will have an interest and passion to study complex systems and an inquisitive mind suitable for a research environment.
- They will be creative, work well in a small team and have the ability to both show initiative as well follow direction.
- They will complete work to a high standard and in a timely manner, and be able to communicate and report results through written and oral communication.

The successful applicant(s) will be expected to work within established work practices and safe operating procedures, and will take responsibility to see tasks through to completion.

The successful applicant will be expected to undergo both on-the-job training and participate in mandatory and formalised learning activities as part of ongoing self-improvement and professional development. **Eligibility**

Security Clearance:

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

Mandatory Qualifications:

Degree in Engineering or Physics from an Australian Institution or demonstrated equivalent experience.

Notes

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

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To Apply

Position Contact	Samuel Weckert, 0411 294 916
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A28E67F6-726E-0479-E3BB-DB36F9B08B89

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Defence

Vacancy VN-0750490

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology Group
Sensors and Effectors

Job Title	Energetic Materials Systems Researcher
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$76,277 - \$104,753
Future Merit Locations	Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/09381/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/cp/?audiencetypecode=defenceext>

Duties

The Role

Within the Weapons Systems function, the Energetic Materials Systems Researcher is accountable, under limited direction, to undertake research on the application of energetic materials in support of Australian Defence Force (ADF) missions.

As part of a small team, the successful applicant will focus on the development of additive manufacturing techniques to generate systems containing energetic materials. The work involves the use of additive manufacturing methods to safely produce energetic and non-energetic components, assist in the characterisation of generated effects, and transfer of the knowledge gained to key ADF stakeholders. The applicant will also be expected to conduct routine maintenance on the Asymmetric Weapons & Effects (AWE) fleet of 3D printers, contribute to other Group and Branch energetic materials-related tasks, perform routine laboratory duties and conduct basic upkeep of facilities as part of the AWE Group.

About our Team

AWE undertakes fundamental and applied research into homemade explosives (HME), pyrotechnics and aspects of Explosive Ordnance (EO) and devices containing these energetic materials. The Group's primary specialisations of chemistry, physics and engineering (experimental and computational) are utilised to develop and characterise ingredients and formulations, investigate initiation and detonation phenomena, optimise performance, understand safety, ageing, exploitation and environmental issues, and to manufacture and test research and prototype EO and devices in support of key ADF priorities.

Our Ideal Candidate

The successful applicant will work in an integrated, small team environment to meet both research and operational outcomes, in support of Defence client priorities. They will be required to work in a laboratory environment and undertake routine handling of energetic materials under an established safe system of work.

The ideal candidate would

- Be responsible for application of professional, scientific and engineering standards in the planning and execution of experimentation activities;
- Be accountable for the maintenance and management of records associated with experimentation and technical activities;
- Communicate experimentation results effectively to meet the needs of different audiences;
- Work collaboratively and operate as an effective team member in a multidisciplinary environment to achieve Defence objectives;
- Take the initiative to identify competing priorities and progress work to meet task deadlines; and
- Recommend solutions to issues impacting on the achievement of desired outcomes.

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Advanced Diploma or Degree in the fields of Mechanical Engineering, Chemistry or Chemical Engineering from an Australian Institution or demonstrated equivalent experience.

Notes

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

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To Apply

Position Contact	David Armitt, 08 8393 2730
Agency Recruitment Site	https://defencecareers.nga.net.au/cp/?audiencecode=defenceext

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Defence

Vacancy VN-0750493

Department of Defence

Closing Date:Sunday 10 November 2024

Defence Science and Technology Group
Sensors and Effectors

Job Title	Materials Scientist - Rocket Propellant
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$76,277 - \$104,753
Future Merit Locations	Edinburgh
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	
Position Number	DSTG/09371/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=AAE557A9-79A2-AA4D-D6D7-DB36FA5D920B>

Duties

The Role
Under limited direction, the role is centred on conducting design, development, manufacture and characterisation of mission-specific, military-relevant cast composite solid rocket propellant and solid fuels, and conducting innovation S&T to improve propellants, pre-cursor materials and industrialisable manufacturing methods to deliver system level performance advantage.

Given the tightly coupled nature of rocket motor and propulsion system design and development, the candidate will be required to identify and lead the development of propulsion material technology strategies to ensure the viability of integrated rocket motor and broader propulsion system designs. Central to this will be the ability of the successful candidate to be able to work closely with a broad multi-disciplinary team.

The ability to satisfy the above tasks will require the ability to:

- Collaboratively identify innovative solutions to emerging challenges, including new ingredients, processing conditions or processes.
- Under limited direction prosecute work packages as part of multi-disciplinary teams to solve technical and scientific challenges as they emerge.
- Operate laboratory and pilot-scale equipment for the manufacture of cast propellant formulations.

- Conduct the characterisation testing of: a range of propellant formulations and rocket motor material interfaces to characterise chemical, mechanical, rheological and ballistic properties; analysis of raw ingredients, both energetic and inert, including techniques such as particle size, purity, reactivity and thermo-mechanical properties.

About our Team

Missile and Space Propulsion STC has an end-to-end capability encapsulating: propulsion system utility assessments; theoretical design and optimisation; materials development & characterisation (both inert and energetic); through to sub-system and integrated rocket motor development, integration and testing. We apply this end-to-end capability in support of broader Defence in the context of ensuring the ongoing safe and reliable deployment of the ADF's guided weapon inventory, and also to develop novel propulsion systems to deliver step changes in performance for future systems, including as part of co-development programs with allied partners, and in conjunction with an extensive network of AUS Industry and academic partners. The STC's work programs are centred in the high priority Defence areas of Guided Weapons and Explosive Ordnance, High Speed Weapons and Long Range Fires.

Our Ideal Candidate

In addition to the requirements articulated in the role statement, the successful candidate will:

- Have knowledge of, and demonstrated hands-on experience with, cast composite rocket propellants and associated pre-cursor materials, and rocket propellant manufacturing and characterisation methods.
- Be a self-starter with high levels of initiative and attention to detail.
- They must be able to operate effectively as a part of multi-disciplinary and diverse teams of professionals with minimal direction.
- An ability to engage effectively with broader Defence, Industry and academia and communicate via clear and effective oral and written means with the same.
- Have a willingness to work with energetic materials that are inherently hazardous, and have a demonstrated commitment to the need for adherence to associated safety procedures.
- Willingness to participate in laboratory and field trials and experiments, in some cases involving remote locations.
- Be comfortable working in a high-tempo, results-driven environment

Eligibility

Security Clearance:

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

Mandatory Qualifications:

Bachelor or higher university qualification in relevant field of science/engineering (eg. Chemistry, chemical engineering or materials science), or relevant demonstrated experience in the field.

Notes

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To Apply

Position Contact	Andrew Hart, 0437 297 595
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=AAE557A9-79A2-AA4D-D6D7-DB36FA5D920B

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Defence

Vacancy VN-0750503

Department of Defence

Closing Date:Sunday 17 November 2024

Joint Capabilities Group
Defence Space Command

Job Title	Security Advisor
Job Type	Full-Time, Ongoing
Location	Edinburgh SA
Salary	\$76,277 - \$83,274
Future Merit Locations	Edinburgh
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	JCG/08623/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=62BB2B42-64D6-561F-CA36-DB373184047E>

Duties

The Role

Space Command (SPACECMD) is looking for a Security Advisor to work within No. 1 Space Surveillance Unit (1SSU), who will provide support and manage the Units security requirements. Key duties of this role include:

- Answer moderately complex protective security inquiries to assist stakeholders
- Monitor and report on protective security tasks to ensure accurate and timely advice in accordance with whole-of-Government policies
- Research and collect data and information to draft routine reports, publications, papers and submissions
- Acquire and apply knowledge of protective security policy and procedures
- Liaise with internal and external stakeholders to understand their needs and share information
- Work collaboratively and operate as an effective team member to meet work area objectives
- Collect, interpret, evaluate and process protective security requests in accordance with Agency policy and guidelines
- Take the initiative to identify opportunities for continuous improvement and provide recommendations
- Monitor individual task progression against agreed performance expectations and deadlines to achieve quality outcomes
- Co-ordinate security and logistical aspects for all 1SSU visits, including facilities booking, communication and liaison with relevant stakeholders

About our Team

SPACECOMD is a multidisciplinary workforce across Navy, Army, Air Force Australian Public Service, and industry. SPACECOMD has been established to prepare space power to secure Australia's interests in peace and war. Its vision is to assure Australian civil and military access in space, integrated across Government, and in concert with allies, international partners and industry. 1SSU conducts Space Domain Awareness and Missile Warning functions in support of integrated and coalition forces. The capabilities employed are unique, highly specialised and attract a diverse range of security requirements and interest from domestic and allied partners. 1SSU is seeking an APS4 Security Advisor who can provide security advice and assist with visitor engagement further enhancing the unit's reputation and operational effectiveness.

Our Ideal Candidate

Our ideal candidate will be able to demonstrate strong skills and experience in:

- General administrative duties
- The willingness to undertake training, in Defence Security requirements
- Writing and reviewing plans and processes
- Understanding of the need to know principle and dealing with sensitive information
- Stakeholder engagement

The candidate will have the following demonstrated attributes:

- Building/maintaining positive stakeholder relationships.
- Strong planning/time management skills, particularly prioritisation and critical thinking.
- Judgement and a bias for action in driving outcomes, including problem solving and flexibility.
- Skilful communicator (both written and verbal).
- Knowledge of Space is highly desirable but not mandatory. Some domestic travel may be required.

The successful candidate will be required to have or will be required to obtain a Negative Vetting level 1 security clearance before commencing in the role.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Rayan Gharazeddine, 02 5130 6904
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=62BB2B42-64D6-561F-CA36-DB373184047E

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Defence

Vacancy VN-0750517

Department of Defence

Closing Date:Sunday 17 November 2024

Joint Capabilities Group
ICT Operations Division

Job Title	Web Administrator
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Enoggera QLD
Salary	\$83,706 - \$89,659
Future Merit Locations	Enoggera, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 5
Position Number	JCG/09169/24
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=BC70CF76-75C2-ED5A-B1BA-DB373217CDD3>

Duties

The Role

Are you looking for a challenge with a web content management focus? Yes, then look no further!

We are seeking a self-starter to join Defence's ICT Service Centre (ICTSC) team. This position, within the Service Management Branch (SMB) in Cyber Operations Division (COD), provides web administrator services for Defence's ICT Services Portal.

The APS 5 Web Administrator will assist with:

- Web administration tasks for existing sites.
- Transforming web content to align with the Intranet Renewal Project (IRP) deliverables, modernising Defence web delivery.
- Troubleshooting and user support.
- Building, editing and maintaining web pages including changes required for accessibility.
- Assessing supplied content for compliance with the content governance framework and publishing endorsed content.
- Rationalising and recommending changes and improvements for existing web pages.
- Maintaining a high level of stakeholder engagement and liaising with stakeholders in relation to complex issues.

Don't miss out on this exciting opportunity, **APPLY NOW!**

About our Team

Service Management Branch (SMB) promotes and manages the integration of ICT services for the Defence community.

Working closely with our service providers globally to deliver ICT services to Defence, we provide support for end-to-end ICT service planning, delivery and support across Australia and around the world, including the coordination and delivery of new or changed ICT services and the, management of ICT assets as a service.

We understand the need to provide high service expectations and performance from a customer perspective with clear visibility of the performance of the operational environment and awareness of its capacity.

Our Ideal Candidate

This role requires attention to detail, an open and collaborative mindset and a willingness to learn. The Web Administrator will have some experience with routine web updates and web development activities.

You will be encouraged to be curious, exercise good judgement, think critically, demonstrate initiative and have a focus on continuous improvement. Also, actively seek out collaboration opportunities with others and value diversity.

Ideally, you will have the following skills and experience:

- Good communication skills and experience developing content for digital channels, using knowledge of best-practice principles.
- Work independently with the opportunity for reasonable autonomy and accountability for achieving outcomes of own work.
- Have the capacity to use your initiative and solve.
- Have an eagerness to get tasks done, coordinate and workflow business.

- Desired experience or willingness to learn content management systems. Particularly GovCMS/ Drupal and SharePoint 2010+.
- Ability to collaborate and thrive within a small team.

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>

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To Apply

Position Contact	Emily Green, 0400 054 338
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=BC70CF76-75C2-ED5A-B1BA-DB373217CDD3

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Defence

Vacancy VN-0750567

Job Title	Data Analyst
Job Type	Full-Time, Ongoing
Location	Paddington NSW
Salary	\$115,899 - \$130,753
Future Merit Locations	Paddington
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	ARMY/09452/24
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=A8EB6E76-D3CF-AE14-C8D4-DB3733E0C6BF>

Duties

The Role
Data is a strategic asset in all aspects of Government and Defence. When presented clearly and visually, data has enormous potential for increased transparency, improving mission critical outcomes and delivery of performance outcomes in a more operationally effective and efficient manner. Headquarters Forces Command is an organisation of approximately 9,000 people, responsible for training of Army's people and teams.

In the EL 1 Data Analyst position, we are seeking a skilled and detail-oriented Data Analyst to join our team. The successful candidate will be responsible for gathering, analysing, and interpreting large datasets to provide actionable insights and support strategic command decisions. This role requires strong analytical skills, a keen eye for detail, and proficiency in various data analysis tools and methodologies.

The EL 1 Data Analyst is accountable under broad direction to perform and achieve complex data analysis work within an integrated workforce. They will be required to work within compliance and legislative frameworks, the government decision-making process and Defence's mission and policy requirements. The EL 1 Data Analyst will lead a small team and will be accountable for the outcomes of the team's work and the appropriate use of resources to produce and achieve outcomes.

The EL 1 Data Analyst will be responsible for actively managing key stakeholder relationships and will be required to identify relevant stakeholders' expectations and concerns to develop and communicate methodologies and practices to achieve outcomes. They will be accountable to contribute towards ongoing self-improvement and professional development of their work area. This position will have people management responsibility and as such will be required to exercise people management skills to lead a high performing, and cohesive team.

About our Team
Data & analytics is a strategic asset for Forces Command, enabling performance and risk to be measured in line with informed and data-driven decision-making. It is a focus area for Army and Defence, aligned with new and emerging IT systems and data analysis tools being deployed across the workforce. The Data Analytics Team reports to the Director Workforce Management, who is a principal adviser to the General Officer responsible for Forces Command and Army's training system. The Data Analytics team is a small group of full time and part time members providing strategic advice to senior leadership across a range of operation and strategic issues.

Located at historic Victoria Barracks Sydney in the heart of Paddington, HQ FORCOMD provides a location and environment that is

unique in Sydney with free on-site parking available and excellent access to public transport.

Our Ideal Candidate

Our ideal candidate is someone who is highly motivated, self-starting and has a demonstrated professional ability and interest in Data Analytics, supported by professional qualifications and proficiency in data analysis tools and methodologies. The successful candidate will be responsible for gathering, analysing, and interpreting large datasets to provide actionable insights and support strategic command decisions.

Key attributes of the successful candidate are:

- Bachelor's degree in Data Science, Statistics, Computer Science, Economics, Mathematics, or a related field.
- Proven experience (2+ years) as a Data Analyst or in a related role.
- Strong proficiency with data analysis tools and languages, such as SQL, Python, or R.
- Experience with data visualisation tools like Power BI, Tableau, or similar.
- Excellent analytical skills with the ability to collect, organise, analyse, and interpret large datasets with attention to detail and accuracy.
- Familiarity with statistical analysis and modeling techniques.
- A strong ability to communicate effectively, in particular the ability to explain complex data insights to non-technical stakeholders.
- A willingness to undertake further development and skills acquisition in emerging data analytics and reporting tools and methodologies.
- The ability to grow in the job to learn new systems and tools within Defence.
- The ability to operate within a legislative and compliance framework.
- Be able to lead a team and with the ability to work collaboratively with wider stakeholder groups.

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>

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To Apply

Position Contact	COL Eric Modderman, 03 8567 4617
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=A8EB6E76-D3CF-AE14-C8D4-DB3733E0C6BF

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Education

Vacancy VN-0750634

National Gallery of Australia

Closing Date:Thursday 14 November 2024

Artistic Program
Australian Art

Job Title	Curatorial Assistant Australian Art
Job Type	Full-Time, Ongoing
Location	Parkes ACT
Salary	\$72,803 - \$79,139
Future Merit Locations	Parkes
Office Arrangement	On Site
Office Arrangement Details	Working out of the Gallery's offices in Parkes
Classification	APS Level 4
Position Number	4105
Agency Website	https://nga.gov.au

Job Description

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

The Australian Art Department is responsible for researching and delivering loan exhibitions, commissioning projects for the program, as well as researching, building, interpreting, and publishing on the National Gallery's collection and preparing collection presentations.

Our collection is among the most extensive and significant collections of Australian Art in the country. The collection comprises some 85,000 works and encompasses rich holdings of work across nineteenth century, modern and contemporary painting, sculpture and installation.

The National Gallery is seeking a Curatorial Assistant with experience and a keen interest in curatorial practices to join an enthusiastic team which works in a vibrant, rewarding environment. Reporting to the Senior Curator, Australian Art and Head Curator, Australian Art, this role is responsible for assisting with the co-ordination of the Australian Art department.

In addition to managing departmental administration relating to acquisition and deaccession activities, the role also involves contributing to curatorial collection display and exhibition projects. This includes assisting Australian Art curators with the research, management and administration of the Department's extensive collection presentations, exhibitions and publications.

Duties

In accordance with the APS 4 work level standards, you will

- Undertake activities relating to digitisation and documentation of the collection
- Perform collection management activities including cataloguing to a high standard and maintaining information across various databases
- Help manage workflows related to the department's busy schedule of programs
- Organise and workflow enquiries from external parties about the collection
- Assist with the development of collection displays and exhibitions, including preparation of interpretive material
- Assist with the management of administrative activities including but not limited to preparation of Cultural Gifts paperwork and related correspondence.

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.

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	Elspeth Pitt, +61 2 6240 6677
Agency Recruitment Site	https://candidate.aurion.cloud/natgal/production/

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Finance

Vacancy VN-0750559

Digital Transformation Agency (DTA)

Closing Date:Thursday 14 November 2024

NA
Office of the CEO Strategic Communications

Job Title	Strategic Communication and Media Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$75,078 - \$81,140
Future Merit Locations	Various locations - ACT, Various locations - NSW
Office Arrangement	Flexible
Office Arrangement Details	Position may be flexible
Classification	APS Level 4
Position Number	206_10/24
Agency Website	https://www.dta.gov.au/

Job Description

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

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

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

Why work with us

- Purpose and meaning** - We're big enough to have a whole-of-government impact, but small enough to bring our staff together regularly to collaborate and grow.
- Balance and flexibility** - Access flexible working arrangements to balance how, when and where you work, including remote.
- Inclusion and belonging** - Join a team that values all experiences, skills and perspectives. Our biggest strength is our people. We don't just celebrate diversity, it is essential to our success.
- Growth and opportunity** - Take advantage of professional opportunities and training. Learn new skills and meet your career goals with a wide range of programs, courses and resources.

Duties

This position sits within the Office of the CEO. The Strategic Communication and Media Officer works closely across all business areas, and in particular the Office of the CEO. This position requires a self-starter, team player, and someone with an eye for detail, who has the drive to make

things happen to ensure tasks are delivered to a high-quality standard. The role requires someone who is an excellent communicator, able to easily build rapport with a wide variety of people (both internally and externally) and can work independently to get things done to a high standard.

This role may require interstate travel from time to time.

The key duties of the position are:

- Within the Strategic Communication and Media team, assist in the provision of accurate and timely advice, preparation and implementation of internal and external communication strategies that support the DTA's work.
- Develop and edit content to proactively promote the DTA, including media releases, blogs, media briefings, speeches, web content, publications, submissions, and other communication material.
- Respond to the competing priorities of a dynamic digital environment and media landscape by providing strategic advice on communications issues, including identifying opportunities and emerging risks.
- Contribute to the management of logistics for engagement, including event management, media pitches, production schedules, film crew assistance, and other tasks as required.
- Contribute to the continuous improvement of the Strategic Communication and Media team by actively innovating and improving strategies, processes, and systems to produce appropriate outcomes from communications activities.
- Track, measure and evaluate the effectiveness of the DTA's strategic communication landscapes and relationships.
- Develop and maintain effective relationships and networks within the DTA, the Minister's office, as well as key external stakeholders and other government agencies to ensure all stakeholders are effectively engaged.

Eligibility

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

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

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

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

Notes

The DTA may leverage a mix of assessment methods for this position, which may or may not involve an interview. A merit pool may be established and used to fill future ongoing and

non-ongoing vacancies within the next 18 months consistent with Section 25 of the Australian Public Service Commissioner’s Directions 2022.

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

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

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

About the Digital Transformation Agency (DTA)

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

To Apply

Position Contact	Slavomir Kucharski, 0455 491 839
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

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Foreign Affairs and Trade

Vacancy VN-0749001

Job Title	Executive Level 1 - Enabling Services (Multiple Vacancies)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$118,654 - \$132,724
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	
Classification	Executive Level 1
Position Number	1127/2024
Agency Website	

Job Description

<https://dfat.gov.au/careers/Pages/careers.aspx>

Applications close at 11:59pm ADST on Monday, 18 November 2024

The department is seeking talented and driven people to support the delivery of enabling services for the department.

Multiple roles are available with a range of focus areas including:

- Security (physical, personal, operational, information security and assurance)
- Procurement and contract management
- Finance, accounting, and budget management
- Human resources (operational and strategic)
- Property and facilities management
- Information Communications and Technology (ICT)
- System administration and data analysis
- Governance and enterprise risk
- Auditing, compliance, and work health and safety
- Cabinet, ministerial, and parliamentary support services
- Crisis management and contingency planning
- Client services, including consular and passport operations
- Media and communications
- Digital publishing and multimedia

We strongly encourage candidates who can demonstrate their knowledge and skills in the above areas to apply. As there are a range of vacancies across the department, your application should highlight your specific capability and experience in one or more of the above areas.

The initial vacancies to be filled from this process are based in Canberra. This process may be used to fill roles in other locations in Australia and overseas.

Please note the position requires regular handling of highly classified information. These information requirements need to be accommodated in any flexible working arrangement.

Duties

We're looking for high-performing people with skills and experience relevant to the department's enabling services operations. You will be highly organised and able to work with limited direction.

Our ideal candidates will:

- demonstrate an ability to manage relationships with stakeholders to achieve goals and anticipate and respond to stakeholder needs and expectations.
- have an in-depth understanding of applicable legislation and policy frameworks relevant to the role, and an ability to provide advice and make decisions based on sound subject matter knowledge.
- be willing and able to guide and support less experienced staff and build team capacity through coaching, providing performance feedback and encouraging career development.
- have a demonstrated ability to work under limited guidance, identify problems or issues and resolve them.
- demonstrate the ability to make decisions that involve complex operational, policy or project issues using good judgement and expertise.
- be a confident communicator with well-developed written and verbal communication skills, and the ability to target communications to diverse audiences.
- ability to quickly familiarise and become adept at using business applications, tools and new technology.

All employees of the department are expected to abide by the APS Values and Code of Conduct and the DFAT Values Statement.

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.

Depending on the role into which you are placed, you may also be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

The department requires the successful candidate to obtain and maintain a Negative Vetting 2 level security clearance unless the position to be filled has been designated as a higher classification. Loss of a security clearance at any time may lead to termination of employment.

In some instances, employees may be able to commence in the department on a Temporary Access arrangement prior to their security clearance being finalised.

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>

About the Department of Foreign Affairs and Trade

To Apply

Position Contact	DFAT Careers, N/A
Agency Recruitment Site	https://dfat.gov.au/careers/Pages/careers.aspx

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Job Title	Executive Level 1 - Enabling Services (Affirmative Measures Indigenous) (Multiple Vacancies)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$118,654 - \$132,724
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	
Classification	Executive Level 1
Position Number	1128/2024
Agency Website	

Job Description

<https://dfat.gov.au/careers/Pages/careers.aspx>

Applications close at 11:59pm ADST on Monday, 18 November 2024

The department is seeking talented and driven people to support the delivery of enabling services for the department.

- Multiple roles are available with a range of focus areas including:
- Security (physical, personal, operational, information security and assurance)
 - Procurement and contract management
 - Finance, accounting, and budget management
 - Human resources (operational and strategic)
 - Property and facilities management
 - Information Communications and Technology (ICT)
 - System administration and data analysis
 - Governance and enterprise risk
 - Auditing, compliance, and work health and safety
 - Cabinet, ministerial, and parliamentary support services
 - Crisis management and contingency planning
 - Client services, including consular and passport operations
 - Media and communications
 - Digital publishing and multimedia

We strongly encourage candidates who can demonstrate their knowledge and skills in the above areas to apply. As there are a range of vacancies across the department, your application should highlight your specific capability and experience in one or more of the above areas.

The initial vacancies to be filled from this process are based in Canberra. This process may be used to fill roles in other locations in Australia and overseas.

Please note the position requires regular handling of highly classified information. These information requirements need to be accommodated in any flexible working arrangement.

Diversity at DFAT

The department recognises the importance of valuing diversity and is committed to improving and sustaining employment outcomes for Aboriginal and/or Torres Strait Islander peoples. As a department that represents Australia to the world, we strive to have a workforce reflective of the diversity of the Australian population.

We value the talents and skills of people of diverse cultural backgrounds and support culturally inclusive recruitment practices. We encourage all Aboriginal and/or Torres Strait Islander peoples to apply for vacancies with the department.

For more information on the department's diversity and inclusion program, strategies and plans, our Indigenous Employees Network and Inclusion Champions, please visit the DFAT Careers page.

Please let us know if you require adjustments to ensure you can fully participate in this recruitment process by emailing the Recruitment Section listed above. All requests for reasonable adjustments will be considered and managed in consultation with you.

Confirmation of Aboriginal and/or Torres Strait Islander heritage

In applying under this affirmative measure, you will be required to provide evidence to confirm you are an Aboriginal and/or Torres Strait Islander Australian. This evidence may be provided as part of your application or at a later stage of the recruitment process. Acceptable evidence includes:

- a letter signed and executed by the Chairperson of an incorporated Aboriginal or Torres Strait Islander organisation confirming you are recognised as an Aboriginal and/or Torres Strait Islander person; or
- a confirmation of Aboriginal and/or Torres Strait Islander descent form executed by an Aboriginal or Torres Strait Islander organisation; or
- two statutory declarations confirming you are an Aboriginal and/or Torres Strait Islander Australian. The first declaration must be completed by you and the second declaration can be completed by an Indigenous Service Provider (e.g. a University Support Unit or an Indigenous Medical Service) or an APS employee, who is also Aboriginal and/or Torres Strait Islander.

Duties

We're looking for high-performing people with skills and experience relevant to the department's enabling services operations. You will be highly organised and able to work with limited direction.

Our ideal candidates will:

- demonstrate an ability to manage relationships with stakeholders to achieve goals and anticipate and respond to stakeholder needs and expectations.
- have an in-depth understanding of applicable legislation and policy frameworks relevant to the role, and an ability to provide advice and make decisions based on sound subject matter knowledge.
- be willing and able to guide and support less experienced staff and build team capacity through coaching, providing performance feedback and encouraging career development.
- have a demonstrated ability to work under limited guidance, identify problems or issues and resolve them.
- demonstrate the ability to make decisions that involve complex operational, policy or project issues using good judgement and expertise.
- be a confident communicator with well-developed written and verbal communication skills, and the ability to target communications to diverse audiences.
- ability to quickly familiarise and become adept at using business applications, tools and new technology.

All employees of the department are expected to abide by the APS Values and Code of Conduct and the DFAT Values Statement.

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.

Depending on the role into which you are placed, you may also be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

The department requires the successful candidate to obtain and maintain a Negative Vetting 2 level security clearance unless the position to be filled has been designated as a higher classification. Loss of a security clearance at any time may lead to termination of employment.

In some instances, employees may be able to commence in the department on a Temporary Access arrangement prior to their security clearance being finalised.

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>

About the Department of Foreign Affairs and Trade

To Apply

Position Contact	DFAT Careers, N/A
Agency Recruitment Site	https://dfat.gov.au/careers/Pages/careers.aspx

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Foreign Affairs and Trade

Vacancy VN-0749005

Job Title	Executive Level 1 - Enabling Services (Multiple Vacancies) (Affirmative Measures Disability)
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$118,654 - \$132,724
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	
Classification	Executive Level 1
Position Number	1129/2024
Agency Website	

Job Description

<https://dfat.gov.au/careers/Pages/careers.aspx>

Applications close at 11:59pm ADST on Monday, 18 November 2024

The department is seeking talented and driven people to support the delivery of enabling services for the department.

- Multiple roles are available with a range of focus areas including:
- Security (physical, personal, operational, information security and assurance)
 - Procurement and contract management
 - Finance, accounting, and budget management
 - Human resources (operational and strategic)
 - Property and facilities management
 - Information Communications and Technology (ICT)
 - System administration and data analysis
 - Governance and enterprise risk
 - Auditing, compliance, and work health and safety
 - Cabinet, ministerial, and parliamentary support services
 - Crisis management and contingency planning
 - Client services, including consular and passport operations
 - Media and communications
 - Digital publishing and multimedia

We strongly encourage candidates who can demonstrate their knowledge and skills in the above areas to apply. As there are a range of vacancies across the department, your application should highlight your specific capability and experience in one or more of the above areas.

The initial vacancies to be filled from this process are based in Canberra. This process may be used to fill roles in other locations in Australia and overseas.

Please note the position requires regular handling of highly classified information. These information requirements need to be accommodated in any flexible working arrangement.

Diversity at DFAT
The department recognises the importance of valuing diversity and is committed to improving and sustaining employment

outcomes for Aboriginal and/or Torres Strait Islander peoples. As a department that represents Australia to the world, we strive to have a workforce reflective of the diversity of the Australian population.

We value the talents and skills of people of diverse cultural backgrounds and support culturally inclusive recruitment practices. We encourage all Aboriginal and/or Torres Strait Islander peoples to apply for vacancies with the department.

For more information on the department's diversity and inclusion program, strategies and plans, our Indigenous Employees Network and Inclusion Champions, please visit the DFAT Careers page.

Reasonable adjustments

Please let us know if you require adjustments to ensure you can fully participate in this recruitment process by emailing the Recruitment Section listed above. All requests for reasonable adjustments will be considered and managed in consultation with you.

Confirmation of disability

In applying under this affirmative measure, you will be required to provide evidence to confirm you live with a disability. This evidence will be requested by DFAT's external recruitment provider if you progress to the interview stage of this recruitment process. Acceptable evidence includes:

- certificate or letter signed and executed by a registered medical practitioner
- letter from a Disability Employment Service
- a statutory declaration confirming you live with a disability

Duties

We're looking for high-performing people with skills and experience relevant to the department's enabling services operations. You will be highly organised and able to work with limited direction.

Our ideal candidates will:

- demonstrate an ability to manage relationships with stakeholders to achieve goals and anticipate and respond to stakeholder needs and expectations.
- have an in-depth understanding of applicable legislation and policy frameworks relevant to the role, and an ability to provide advice and make decisions based on sound subject matter knowledge.
- be willing and able to guide and support less experienced staff and build team capacity through coaching, providing performance feedback and encouraging career development.
- have a demonstrated ability to work under limited guidance, identify problems or issues and resolve them.
- demonstrate the ability to make decisions that involve complex operational, policy or project issues using good judgement and expertise.
- be a confident communicator with well-developed written and verbal communication skills, and the ability to target communications to diverse audiences.
- ability to quickly familiarise and become adept at using business applications, tools and new technology.

All employees of the department are expected to abide by the APS Values and Code of Conduct and the DFAT Values Statement.

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.

Depending on the role into which you are placed, you may also be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

The department requires the successful candidate to obtain and maintain a Negative Vetting 2 level security clearance unless the position to be filled has been designated as a higher classification. Loss of a security clearance at any time may lead to termination of employment.

In some instances, employees may be able to commence in the department on a Temporary Access arrangement prior to their security clearance being finalised.

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.

About the Department of Foreign Affairs and Trade

To Apply

Position Contact	DFAT Careers, N/A
Agency Recruitment Site	https://dfat.gov.au/careers/Pages/careers.aspx

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Health

Vacancy VN-0750577

Aged Care Quality and Safety Commission

Closing Date:Sunday 17 November 2024

Enterprise Governance and Strategy Group Governance and Risk

Job Title	Freedom of Information Officers
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Brisbane QLD, Hobart TAS, Adelaide SA, Melbourne VIC
Salary	\$92,970 - \$104,883
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	TBA
Agency Website	

Job Description

<https://agedcarequalitycareers.nga.net.au/?jati=55901328-9EA8-853F-C197-DB376C310DA1>

The Governance and Risk Section is responsible for leading and co-ordinating the Commission's approach to corporate governance, risk, audit and performance activities.

The Freedom of Information (FOI) officer communicates with FOI applicants, internal and external stakeholders including decision makers to assist the Commission in preparing timely, accurate decisions and provide comprehensive FOI advice. The FOI officer prepares draft FOI decisions including schedules of documents and correctly applies relevant legislation in draft decisions for review by the authorised delegate of the Commissioner

About the Role

The purpose of this position is to handle requests for documents under the Freedom of Information Act 1982.

Duties

- Processing FOI requests and administrative release requests in a manner that complies with legal obligations, including the application of relevant timeframes.
- Liaising with FOI and administrative applicants to assist them to seek documents under FOI and relevant legislation, to clearly identify the requested documents
- Conducting reasonable searches for requested documents
- Accurately identifying exempt material within requested documents
- Clearly explaining the reasons for a decision under the FOI Act
- Accurately maintaining FOI data and preparing reports for Senior executives and the Information Commissioner
- Preparing submissions in response to Information Commissioner review requests where required
- Keeping accurate records
- Developing positive and collaborative working relationships with team members and internal and external stakeholders.

Eligibility

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

- Demonstrated analytical skills, including the ability to assess documents and identify exempt material.
- Experience in the administration and application of the Freedom of Information laws, administrative information release regulations and guidelines.
- Excellent written and verbal communication skills including the ability to write comprehensive reasons for decisions and communicate with influence with a range of internal and external stakeholders.
- Strong oral and written communication skills, including the ability to liaise with external parties and negotiate outcomes.
- Excellent coordination and organisational skills, including time management skills with the ability to meet deadlines, manage data reporting requirements.
- Experience working in agile environment, with digital project management tools and documentation.
- Demonstrated ability to work independently with minimal supervision and collaboratively as part of a high performing team to achieve positive outcomes and a positive workplace culture.
- A high standard of attention to detail.
- Sound judgement and critical thinking with an ability to identify and explain risk.

****These 2 positions will be initially filled as a 12 month non ongoing opportunity** Notes**

- Salary offered will be between \$92,970 - \$104,883 per annum depending on skills and experience. In addition, 15.4% superannuation will be paid.
- Only candidates who hold Australian citizenship can apply. Appointment is conditional on successfully completing a national police check. For more information, please visit www.apsc.gov.au/citizenship-aps

- Non-ongoing opportunity will be offered for an irregular/intermittent term. Opportunities will be offered for varying periods up to 12 months with the option to extend to a total of 24 months.
- Merit Pool established through this selection process may be used to fill this or future ongoing or non-ongoing vacancies.

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

Please complete the application and submit by 11.30pm (AEDT) Sunday 17 November 2024. .

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 Seyi Akosile by emailing seyi.akosile@agedcarequality.gov.au with Position title in the subject line.

About the Aged Care Quality and Safety Commission

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

To Apply

Position Contact	Seyi Akosile, 07 3740 5172
Agency Recruitment Site	https://agedcarequalitycareers.nga.net.au/?jati=55901328-9EA8-853F-C197-DB376C310DA1

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Technology Services Division
Information Technology Services IT Engineering Systems and Operations

Job Title	Operational Support Analyst - Information Technology Services
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Sydney NSW, Brisbane QLD, Canberra ACT
Salary	\$94,456 - \$106,563
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible
Classification	APS Level 6
Position Number	TBC
Agency Website	https://www.digitalhealth.gov.au/

Job Description

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

About the Agency

As the steward for digitally enabling Australia’s health system, the Agency plays a key role in coordinating national engagement, delivery, and adoption of digital health to facilitate person-centred, connected healthcare. Our responsibilities span national digital health services and systems, including My Health Record, Electronic Prescriptions, and the MyHealth App.

At the Australian Digital Health Agency, we celebrate the agility of remote work while fostering collaboration with your colleagues. Join us to grow, develop, and advance your career without the need to relocate or compromise your current lifestyle. We promote an inclusive workplace culture where everyone at the Agency lives our values in pursuit of a healthier future for all Australians. Our passion and commitment to reconciliation demonstrates our dedication to create inclusive environments, and social responsibility, all to support you in seamlessly balancing life and career.

About the Role

The Operational Support Analyst is a pivotal role that intricately combines administrative finesse with operational support. Serving as a key element in ensuring the Information Technology Services branch's seamless functioning, this multifaceted position encompasses resource allocation, project support, budget management, effective communication, contract management support, stakeholder collaboration, and governance adherence.

Duties

What You’ll Bring

- 1.Demonstrated Experience in Administrative and Operational Support in a technology function:

Proven ability to manage General and complex IT administrative tasks and provide operational support, including resource allocation, budget management, and project coordination, to ensure the efficient functioning of IT services.

2. Strong Communication and Stakeholder Management Skills:

Excellent written and verbal communication skills with a track record of collaborating effectively with internal and external stakeholders, ensuring smooth coordination and information flow, and experience managing IT incident communication channels.

3. Experience in Contract Management and Governance Compliance:

Knowledge of IT licence and contract management processes, with the ability to support contract execution, monitoring, and compliance, while adhering to organisational governance and regulatory requirements.

4. Analytical and Problem-Solving Abilities:

Ability to analyse operational challenges, propose solutions, and assist in the implementation of process improvements in a complex technology function to enhance operational efficiency and support strategic goals.

Eligibility

Eligibility

Ability to obtain and maintain national police check.

Australian Citizenship is a condition of eligibility.

Ability to obtain and maintain a baseline security clearance with the ability to obtain and maintain a higher clearance if required by the Agency.

Notes

Our Benefits

Ask us about our 2025-26 salary increases, annual performance reviews and superannuation employer contribution of 15.4%.

Salary packaging (also known as salary sacrifice) is available.

Generous leave opportunities including Parental (primary & secondary), compassionate, Aboriginal & Torres Strait Islander Leave, Cultural, Emergency Response, Defence, Half Pay option, and Portability of leave across most State and Federal government agencies.

Accumulate flextime for hours performed in addition to ordinary hours of work. This can go towards leave.

Additional Information

The position may be filled in Brisbane, Sydney or Canberra. To apply, submit your resume and a cover letter.

Please contact the recruitment team at careers@digitalhealth.gov.au with queries relating to the application process. For all queries relating to the responsibilities of the position, please contact Dennis Drummond at dennis.drummond@digitalhealth.gov.au.

Order of Merit: Applicants rated as suitable will be placed in a merit pool that may be used to fill similar ongoing or non-ongoing positions throughout the Agency for up to 18 months.

Closing Date: 17 November 2024, 11:00pm

Salary: This role offers between \$94,456 - \$106,563 plus 15.4% superannuation depending on skills and experience. For APS applicants, please refer to APS Jobs for details of salary ranges.

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

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	Dennis Drummond, dennis.drummond@digitalhealth.gov.au
Agency Recruitment Site	https://www.digitalhealth.gov.au/about-us/careers

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Industry, Science, Energy and
Resources

Vacancy VN-0750551

Department of Industry, Science and Resources
(DISR)

Closing Date:Thursday 14 November 2024

Chief Financial Officer
Financial Management Financial Reporting

Job Title	Manager – Financial Reporting, Taxation and Treasury
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$142,012 - \$152,900
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Office arrangements will be negotiated with the successful candidate.
Classification	Executive Level 2
Position Number	2351_10/24
Agency Website	https://www.industry.gov.au/

Job Description

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

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 Finance Officer Division is made up of four branches. They are:

- Financial Management
- External Budgets and Costings
- Strategy, Performance, Program Delivery and Procurement
- Financial and Shared Services.

The Financial Management Branch provides a range of financial and operational services which enable the department to deliver its strategic objectives. As a branch, we're driving the implementation of the department's Financial Management Strategy.

The Financial Reporting, Taxation and Treasury team sits within the Financial Management Branch.

Our ideal candidate

To be successful in the position, the ideal candidate will be:

- Appropriately skilled with technical financial accounting experience, including having an excellent understanding of Commonwealth government financial reporting functions.
- A leader who collaborates with others to achieve outcomes.
- A person who builds and maintains relationships at all levels, both internally and externally and who can represent the department in their area of speciality.
- A strong communicator who can explain complex information to business users, including analysing business requirements and translating these to achieve outcomes.
- An experienced manager who works with their team to identify and manage priorities and inspire the delivery of outcomes to meet the objectives of the department and its clients.

Duties

Responsibilities of the role is to perform a range of functions that can be broadly described as follows:

- Lead and manage a team of financial reporting, taxation and treasury professionals to deliver the department's:
 - financial reporting outputs, including the financial statements and monthly external reporting;
 - taxation compliance activities, including GST and FBT; and
 - cash management outcomes, including banking management, appropriation drawdowns and Grants Hub.
- Prioritise the achievement of the department's financial reporting, taxation and treasury key deliverables and milestones.
- Drive strategic process improvements.
- Perform a range of communication and representation functions, internally and externally.
- Provide technical accounting advice on complex matters and recommendations to stakeholders within the department.
- Work collaboratively with key stakeholders within the department and externally, including the ANAO.
- Mentor, support and offer development opportunities to team members, and create a thriving positive team environment.

Eligibility

Tertiary qualification in Commerce/Economics/Accounting or similar.

CFA, CA, CPA or equivalent qualification.

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

in the Gazette.

The department does currently offer flexible work opportunities for many roles. This vacancy is ACT - Industry House 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>

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

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

To Apply

Position Contact	Jane Childs, 02 61028573
Agency Recruitment Site	https://industrycareers.nga.net.au/?AudienceTypeCode=EXT

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Industry, Science, Energy and
Resources

Vacancy VN-0750572

Job Title	General Manager, Chemical & Biological Metrology (SES Band 1)
Job Type	Full-Time, Ongoing
Location	Sydney NSW
Salary	-
Future Merit Locations	Sydney
Office Arrangement	Flexible
Office Arrangement Details	Office arrangements will be negotiated with the successful candidate
Classification	Senior Executive Service Band 1
Position Number	2381_10/24
Agency Website	https://www.industry.gov.au/

Job Description

<https://www.beaumontandbeaumont.com.au/11382>

Duties

We are seeking a people leader with strong analytical and engagement skills to join the Senior Executive team at the National Measurement Institute

As the General Manager for NMI's Chemical and Biological Metrology Branch, you will:

- lead the development and delivery of Australia's sovereign capability in chemical and biological measurements
- connect these capabilities to needs across the economy, from trade and energy to health, law enforcement and the environment
- lead specialist teams in unique laboratory facilities at North Ryde and Lindfield in Sydney
- be a key member of the senior leadership team and play an integral role in delivering outcomes and priorities for NMI and the department
- represent NMI and DISR around the country and Australia internationally as require

The Branch supports trusted measurement of chemical and biological quantities with reference materials (including pure chemicals, matrix materials, gas and DNA standards) and proficiency testing programs for Australian laboratories. It incorporates specialist national laboratories for anti-doping, forensic drugs and ultra-trace analysis. It delivers services to government, industry and the community and carries out research and development to enhance its capabilities in line with national and international requirements.

Our ideal candidate will have highly developed analytical and problem-solving skills and be an excellent communicator. They will be an outstanding people leader, able to work effectively with diverse staff and a wide range of stakeholders. They will have high integrity, sound judgement, and strong organisational skills.

We are seeking a candidate with:

- a successful track record of leading teams that develop technical capabilities and deliver commercial services, working with governments, industry and the international community
- outstanding customer, stakeholder and partner engagement and collaboration skills, and a solution-oriented mindset
- experience leading, managing and mentoring staff, developing team culture and implementing positive work practices
- demonstrated experience with or ability to quickly acquire knowledge of measurement functions, supporting science infrastructure, and quality and safety management systems.

Tertiary qualifications or research experience in a relevant area are an advantage but not a requirement. The preferred work base for this role is Sydney.

Eligibility

You must be an Australian citizen and able to obtain at least a Baseline security clearance. It is recommended that you are able to obtain and maintain a negative vetting 1 security clearance.

Notes

For a confidential conversation about the role, please contact Jonathan Beaumont on 02 6126 4500, or email disr@beaumontandbeaumont.com.au. To obtain a copy of the Candidate Information Pack, or to complete the application process, please go to <https://www.beaumontandbeaumont.com.au/11382> . Applications close at 11:30 PM AEDT on 22 November 2024.

Your application must contain:

- your CV including the contact details of 2 referees, and
- a 'one page pitch' (500 word maximum) telling us how your skills, knowledge, experience and qualifications makes you the best person for the job.

Your application must not contain any classified or sensitive information. This includes in your application response and CV.

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.

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

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

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

To Apply

Position Contact	Jonathan Beaumont, 02 6126 4500
Agency Recruitment Site	https://www.beaumontandbeaumont.com.au/11382

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Industry, Science, Energy and
Resources

Vacancy VN-0750582

Department of Industry, Science and Resources
(DISR)

Closing Date:Thursday 14 November 2024

Chief Finance Officer
Financial & Shared Services Shared Services Support & Assurance

Job Title	Manager, Shared Services
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$142,019 - \$152,900
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Office arrangements will be negotiated with the successful candidate.
Classification	Executive Level 2
Position Number	2349_10/24
Agency Website	https://www.industry.gov.au/

Job Description

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

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

Established in 2017, the DISR Shared Services Hub delivers Aurion-based payroll services to 13 Australian Government agencies, and finance system administration services to 4 agencies using TechOne. The Hub's reputation for delivering high quality and value for money payroll services is driving its expansion, and it is currently onboarding a further 2 agencies to its payroll service, with further growth expected.

The opportunity

In this role, you will have the opportunity to collaborate with cross-functional teams to deliver payroll services for a wide range of government agencies. You will also be involved in whole of government initiatives related to shared services.

As the Hub expands it is reviewing its operating model to ensure that it is structured to best deliver on our service offer for our clients, efficiently transition new clients into the Hub, and build capability pathways for staff.

The vacancy may be across our assurance activities, new client agency onboarding, payroll service delivery or management of our operating and financial model. Please reach out to the contact officer if any of these areas interest you.

What's in it for you?

Our department has a commitment to inclusion and diversity, with an ambition of being the best possible place to work. This reflects the importance we place on our people and on creating a workplace culture where every one of us is valued and respected.

We value innovation and encourage creativity. We strive for continuous improvement and provide a supportive environment. Join our team and experience:

- Being part of interesting and progressive projects
- Working across a variety of government agencies
- Supportive, people-focused leadership
- Strong commitment to diversity, equity, and inclusion
- Positive and supportive organisational culture
- A collaborative and innovative work environment
- Opportunities for professional growth and development
- Competitive salary and benefits package
- Remote work options and flexible working arrangements

Our ideal candidate

We are seeking a motivated person who is passionate about payroll delivery, the implementation of workplace conditions and building staff capability in a shared service environment.

Our ideal candidate will be able to demonstrate the following:

- Experience in payroll delivery or complex payroll matters (such as Remuneration Tribunal)
- Experience in assurance activities or project management.
- Exceptional communication and interpersonal skills with a focus on collaboration and building partnerships across teams and client agencies.
- Proven leadership of high performing teams including remote and/or hybrid teams with a focus on capability uplift.
- Excellent analytical and problem-solving abilities
- Strong judgement, and the ability to understand when to escalate complex issues.
- Flexibility, with a demonstrated ability to adapt to changing circumstances and priorities.

Duties

Executive Level 2 Managers perform a range of functions. The responsibilities may include:

- Leading the strategy and execution of shared services projects, including onboarding new client agencies to the Shared Services Hub.
- Managing project timelines, budgets, and resources to ensure successful delivery.
- Managing payroll delivery across teams in a Shared Services environment
- Facilitating inter-agency collaboration.
- Collaborating with stakeholders to identify opportunities for process improvement and service delivery enhancements.
- Leading and managing the delivery of internal and external audit activities.
- Leading and managing the delivery of a robust assurance program over the services.
- Monitoring industry trends and best practices to continuously improve service offerings and outcome reporting.
- Managing shared services financial matters, including budgeting, forecasting and the ongoing improvement of the shared services costing model.
- Identifying, advising on, and managing risk.

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 ACT - Industry House 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>

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

The department's Enterprise Agreement and policies provide for a flexible working environment to assist staff balance their work and home life. Staff and managers work together to balance the operating needs of the department with the needs of the individual. Options may include full time/part time working arrangements, working from home or other arrangements. Our employees say they recommend our department as a good place to work. Our workplace is one that encourages and supports all employees to have a sense of belonging and a culture that allows them to bring their authentic selves to work every day. Our reconciliation vision

supports a workforce with opportunities and career pathways for Aboriginal and Torres Strait Islander peoples. The vision allows them to feel empowered and helps to ensure that the department and broader community can benefit from the knowledge and experience of Australia's First Peoples. We encourage applications from people of all ages, abilities, nationalities and backgrounds including Aboriginal and/or Torres Strait Islander people, mature age, culturally and linguistically diverse people, people of the LGBTIQ+ community and people with disability. The department wants to give candidates the opportunity to demonstrate their full potential during a recruitment process. We encourage candidates who require any adjustments or support as part of the recruitment process to reach out and discuss them with the job's contact officer. Candidates are also welcome to contact our Inclusion team at inclusion@industry.gov.au for a confidential discussion if you identify from any of these diverse backgrounds and would like to discuss how we can support you.

To Apply

Position Contact	Kirsty Bunfield, 02 6243 7990
Agency Recruitment Site	https://industrycareers.nga.net.au/?AudienceTypeCode=EXT

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Industry, Science, Energy and
Resources

Vacancy VN-0750606

Department of Industry, Science and Resources
(DISR)

Closing Date:Thursday 14 November 2024

Chief Counsel & Integrity
Integrity Protective Security

Job Title	Personnel Security Advisor
Job Type	Full-Time, Ongoing
Location	Various locations - ACT ACT
Salary	\$83,460 - \$88,055
Future Merit Locations	Various locations - ACT
Office Arrangement	Flexible
Office Arrangement Details	Office arrangements will be negotiated with successful candidates.
Classification	APS Level 5
Position Number	2352_10/24
Agency Website	https://www.industry.gov.au/

Job Description

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

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 Integrity Branch is an exciting, fast-paced area that is a key enabler for the Department of

Industry, Science and Resources (DISR). The Branch is responsible for the provision and development of protective security, probity, fraud and corruption and risk and integrity strategy. The Security Systems and Projects team is responsible for the maintenance of security systems and security-related projects across DISR sites Australia wide.

The opportunity

This is an excellent opportunity to contribute to enhancing the department's security posture. You will support the department deliver on its mission by engaging across the organisation to build a strong security culture and secure working environment. Working in a team of security professionals will provide opportunities to expand your existing skillset and apply your broader knowledge.

What's in it for you?

We have several APS level 5, ongoing positions within the DISR Protective Security team in Canberra. The position will primarily focus on Personnel security, but the Protective Security Section also manage physical security, information security, and security strategy and investigations functions. You will be exposed to all elements of security and the team has a depth of knowledge the candidate will be able to learn from and prosper. The role provides opportunities to develop and apply subject matter expertise in security (including working with the National Intelligence Community), security systems and project management.

Our ideal candidate

The successful candidates will have:

- Strong written, oral communication and interpersonal skills.
- Strong attention to detail, problem-solving skills, and an ability to show good judgement, think strategically and logically.
- Proven ability to plan and organise work and produce high quality results.
- Flexibility to manage a diverse workload and competing priorities, in a busy team environment, and achieve results.
- The ability to build and maintain productive working relationships, including with colleagues, customers and stakeholders at all levels.
- A professional approach and high level of confidentiality.
- Demonstrated understanding of risk management is highly desirable.

Demonstrated understanding of Personnel Security, including the Protective Security Policy Framework (PSPF) and pre-employment screening and/or security clearance vetting experience would be highly desirable.

Our department has a commitment to inclusion and diversity, with an ambition of being the best possible place to work. This reflects the importance we place on our people and on creating a workplace culture where each and every one of us is valued and respected for our contribution. Our ideal candidate adds to this culture and our workplace in their own way. **Duties**

Working within a small team, you will be involved in a variety of personnel security tasks including:

- Conduct pre-employment suitability assessments, including the preparation of complex case assessments.
- Engage with AGSVA on behalf of the department in relation to all security clearance requests.
- Prepare temporary access and eligibility suitability paperwork for delegate approval.

- Provide support and advice to a range of internal and external on personnel security matters.
- Positively influence DISR's security culture.

Eligibility

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

Positions require a Negative Vetting 1 security clearance and successful candidates will be required to obtain and maintain a clearance at this level.

Notes

The department currently offers flexible work opportunities for many roles. Although the Protective Security team is primarily located in the Canberra office, other locations will be considered including flexible or remote work arrangements. Please reach out to the contact officer to discuss this further.

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.

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

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

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

To Apply

Position Contact	Rebecca Newman, 02 6276 1546
Agency Recruitment Site	https://industrycareers.nga.net.au/?AudienceTypeCode=EXT

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Industry, Science, Energy and
Resources

Vacancy VN-0750593

Geoscience Australia

Closing Date: Sunday 17 November 2024

Minerals, Energy and Groundwater Division

Job Title	Senior Geoscientist (AI-ML)
Job Type	Full-Time, Ongoing
Location	Symonston ACT
Salary	\$134,717 - \$167,888
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 2
Position Number	14983
Agency Website	www.ga.gov.au

Job Description

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

Geoscience Australia acknowledges the Traditional Custodians of Country throughout Australia and recognises the continuing connection to lands, waters and communities. We pay our respects to Aboriginal and Torres Strait Islanders Cultures, and to elders past and present.

About us

Geoscience Australia is leading the Australian Government's 35-year, \$3.4 billion Resourcing Australia's Prosperity Initiative, mapping Australia's resources for a sustainable future. The initiative will use precompetitive data, geoscientific research and analysis to assess national potential for a broad suite of the resources critical to the net zero transition, supporting a strong resources and energy sector. It will map national groundwater systems, improve environmental management and approvals, and empower First Nations peoples and local communities.

Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of all Australians.

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.

Our workplace is committed to the health, safety and wellbeing of our employees and offers a variety of flexible working arrangements to enhance flexibility, including remote working arrangements.

What we can offer you

When you work at Geoscience Australia you will have access to a range of benefits and the opportunity to experience a workplace culture that truly values and promotes diversity, inclusion, equity and belonging. To learn more about our competitive salary, free onsite parking, generous flexible working arrangements and the role you can play in growing our culture [click here](#).

Duties

Our Team

The Integrated Geological Mapping Section is part of the Mineral Systems Branch in the Minerals, Energy and Groundwater Division. The Integrated Geological Mapping Section provides precompetitive national geological data in support of the responsible development of a diverse resources sector in Australia. Our data supports exploration for groundwater, minerals and energy and is integral to work within the Minerals, Energy and Groundwater Division such as precompetitive mineral potential assessments, critical minerals studies, and regional drilling programs.

The work of the Integrated Geological Mapping Section will be integral to the Resourcing Australia's Prospectivity initiative, a recently announced, multi-decadal investment in pre-competitive geoscience by the Commonwealth Government. Resourcing Australia's Prosperity will, over 35 years, at a national scale and through deep dives, progressively map Australia's highly prospective regions, critical minerals, groundwater and resources needed for the transition to net zero.

The role

This role is a senior science role in the Australian Public Service that will provide authoritative and technical advice from the deposit to the global scale and promote the responsible development of Australia's natural resources. A major focus of this role will be to better map and understand the systems that lead to discovery of minerals needed for clean energy to help Australia achieve net zero emissions. Your work will help secure more value from our resources and support a thriving domestic manufacturing sector. Our work supports Australian Government initiatives with the aim of stimulating mineral exploration investment, including critical minerals, to open new producing provinces with mineral endowments.

In this role you will:

- Have a scientific leadership role in securing Australia's future resource needs and the transition to net zero emissions, with a focus on Australian critical and strategic minerals and their importance to the wider community and whole of government agenda.
- Provide strategic technical leadership and drive innovation in geological mapping, geochemistry and mineral systems supporting the strategic direction of Geoscience Australia and the Australian Government's priorities.
- Build strong, strategic and collaborative relationships with stakeholders in government, industry and academia, nationally and internationally.
- Work collaboratively, leading the scientific direction of a multi-disciplinary team to integrate a range of geoscientific information to inform mineral understanding for critical minerals at regional to national scale.
- Contribute expertise to building staff capability, including promote Geoscience Australia work to increase adoption of innovation by external stakeholders.

To be successful in the role you will:

- Provide high-level scientific leadership in predictive geological mapping using specialist methodologies, including most of the following: integrated surface and subsurface modelling using machine learning, geostatistical modelling, data mining, remote sensing and integrated geomorphological, regolith and geological interpretation, in support of geological and resource potential studies and national scale mapping.
- Drive the development and deliver fit-for-purpose national-scale precompetitive data and predictive mapping products and tools to support resource potential mapping, exploration and discovery of new critical and strategic mineral resources.
- Build and sustain long-term relationships and liaise with a range of stakeholders, including across industry, Government and the science community.
- Provide a vision for the role of precompetitive geoscience in tackling societal challenges and the transition to net zero emissions and how these activities fit into the organisation, wider community, and whole of government agenda

- Mentor and provide expert scientific expertise to support building staff capability in artificial intelligence, e.g. machine learning
- Have highly developed written and oral communication skills, and ability to clearly convey key points and explain complex information to a range of technical and non-technical audiences, and experience preparing technical reports, papers and other written communication to meet peer-review standards
- Demonstrate a commitment to building a positive and inclusive culture
- 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 proven track record in computing geoscience, in the field of geochemistry and/or geological mapping applied to understanding national scale mineral systems.
- An ability to build collaborations and contribute effectively to professional and technically focussed multi-disciplinary teams.
- Demonstrated science excellence, with a history of innovation and impact.

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 the careers page of our website to submit your application via our e-Recruit system. Your application should include:

- Your resume (no more than 3 pages in addition to the three pages please include a publication record)
- A brief statement (no more than 1500 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 Marie-Aude Bonnardot on (02) 6249 9141 or email MarieAude.Bonnardot@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’](#). **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.

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 position. For more

information please visit the [Australian Public Service Commission website](#).

Hearing or speech impaired applicants are invited to use the National Relay Service by contacting 133 677, and requesting to be connected with our Recruitment team on 02 6249 9777 in order to obtain selection documentation. **Notes**

Technical Assistance

If you require technical assistance, call Human Resources on (02) 6249 9777 or email hr@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.

About the Geoscience Australia

Geoscience Australia is an Australian Government listed entity within the Industry, Innovation and Science portfolio. Geoscience Australia is Australia's pre-eminent public sector geoscience organisation. We are the nation's trusted advisor on the geology and geography of Australia. We apply science and technology to describe and understand the Earth for the benefit of Australia. We apply our diverse professional expertise, our deep and trusted knowledge, our national-scale Earth observation infrastructure and our strong partnerships, to the opportunities and challenges that face our nation. 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. We are committed to the health, safety and wellbeing of our employees and offer a flexible and diverse workplace.

To Apply

Position Contact	Marie-Aude Bonnardot, (02) 6249 9141
Agency Recruitment Site	https://www.ga.gov.au/about/careers/current-vacancies

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Industry, Science, Energy and
Resources

Vacancy VN-0750534

Job Title	Delivery Lead
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - NT NT, Various locations - TAS TAS, Various locations - QLD QLD, Various locations - WA WA, Various locations - SA SA
Salary	\$115,354 - \$129,830
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	(WFH),(Hybrid),(Flexible) - Positions may be offered for working from home, split offering under hybrid, or may be flexible.
Classification	Executive Level 1
Position Number	1062
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

<https://career10.successfactors.com/career?company=ipaustali>

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.

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.

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

Duties

- Monitor support channels including ServiceNow, Jira, inboxes, and L2/L3 Support chats for incoming work relating to Patents Systems including RIO/P, Citation Manager and PAMS.
- Triage issues and incoming requests for technical support of the RIO Patents system, creating tasks in ServiceNow/Jira, and coordinate their resolution amongst technical staff, escalating important matters to the Director, where necessary.
- Through regular communications, liaise with IP Rights Product Owners, business stakeholders and technical teams in ITG to schedule and deliver BAU and Continuous Improvement tasks and regular maintenance activities such as reference data updates, patching, platform upgrades, etc. in agreed timeframes.
- Administrative activities such as reporting, work status updates, responding to requests for information, etc.

- Management of staff (inc. contractors) including their performance, development, leave and working arrangements/patterns.
- Perform (or coordinate resources for) system validation activities where RIO/P or PAMS is an impacted system.

Eligibility

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

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

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

The successful applicant/s must be willing to share 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 LGBTIQ+ people are encouraged to apply for any advertised position, that they may be suitable for, within IP Australia.

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

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

About the IP Australia

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

To Apply

Position Contact	Paul Gregory, (02) 6283 2369
Agency Recruitment Site	https://career10.successfactors.com/career?company=ipaustali

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0750648

Civil Aviation Safety Authority Australia

Closing Date:Sunday 17 November 2024

Air Navigation, Transformation and Risk Division
Safety, Risk and Intelligence

Job Title	Safety Performance Specialist
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT
Salary	\$158,372 - \$165,572
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 environment – 50/50 office/work from home.
Classification	
Position Number	1894
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Safety Performance Specialist is responsible for providing safety system expertise, particularly in relation to CASA regulatory functions. As such the position will analyse, design, recommend, and implement management strategies for safety issues and associated projects and taskings identified by CASA. The role will also involve development of safety related documentation, mentoring and facilitation of training for system safety.

The Safety Performance Specialist works under broad guidance and utilises open and effective communication skills to provide high-quality advice to support the development of a complex safety management system (SMS) and associated material and process, including support to other CASA branches and key stakeholders.

The Safety Performance Specialist will be responsible for, the following deliverables:

- Ensuring the optimisation of system safety across CASA oversight functions both in general and more specifically with regards to safety management.
- Leading activities for the development of CASA SMS and associated regulations.
- Lead risk analysis activities and research into aviation safety systems performance, including making assessments and recommendations for CASA's response to safety risks
- Advice and support to CASA, industry, and others regarding all aspects of the development, delivery, suitability and monitoring of safety management systems
- Advice and support to CASA and others associated with the development, delivery and monitoring of Australia's safety program initiatives including the State Safety Program and related safety initiatives
- Development and delivery of workshops and other training associated with system safety
- Foster a cooperative working relationship with exchange and input of operational and design safety data with other CASA Divisions and stakeholders
- Development of CASA safety related documentation and other publications
- Ensure system safety oversight activities are conducted and continuously improved in accordance with CASA process and procedures
- Provide operations technical input to the Safety Systems Section and to the development and improvement of CASA's safety plans and associated initiatives
- Attending to general enquiries regarding safety management
- As required, undertake research activities as relevant to the role particularly across safety management related areas and more specifically with regards to International Civil Aviation Organisation (ICAO) SMS requirements
- Representational duties if required, attending domestic and international forums as an SMS expert
- Works supportively and cooperatively with Aboriginal and Torres Strait Islander peoples to achieve shared outcomes.
- Engages with Aboriginal and Torres Strait Islander employees in a sensitive, respectful and equitable manner.
- Other challenging safety management related tasks, reflected in regulatory complexity, or characteristics of the regulated entity, applying judgement and exercising capabilities in accord with the CASA Capability Framework at the Advanced/Guide level
- Promoting workplace safety, equity and diversity and participative management and environmental management practices in the workplace and act in accordance with the CASA Values and Behaviour.

Brisbane or Canberra location preferred. Other CASA office locations may be considered.

Duties

- A comprehensive aviation industry background with extensive practical experience as an expert in the design and implementation of Safety Management Systems
- Experience or working knowledge in the application of aviation Human Factors within a SMS
- Highly developed written and oral communication skills, including a demonstrated ability to present complex findings and technical recommendations in a clear and concise manner
- Strong stakeholder management skills including the ability to build and maintain relationships with key stakeholders and work collaboratively with external networks in knowledge sharing
- Demonstrable research capability in safety management related areas
- Demonstrated 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.
- Training delivery experience in the aviation technical and/or non-technical fields.

Eligibility

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

- Must be an Australia citizen
- Undergo pre-employment screening including a Police Check
- Currently holds a Commonwealth security clearance to Baseline or have the ability to obtain and hold a clearance at this level.
- Currently holds an Aviation Security Identification Card (ASIC) card or have the ability to obtain and hold one.
- Hold a Tertiary qualification from a recognised institution in a discipline relevant to safety management (having established/managed a SMS to regulatory requirements would be highly regarded) or extensive SMS experience and associated training.
- As this position is safety sensitive, you may be required to undertake pre-employment alcohol and drug tests as part of CASA's Alcohol and Other Drugs Policy.

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.

About the Civil Aviation Safety Authority Australia

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

To Apply

Position Contact	Charles Galea, +61731447487
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

This notice is part of the electronic Public Service Gazette PS44 Daily Gazette Friday - 01 November 2024.pdf Published by Australian Public Service Commission.

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Civil Aviation Safety Authority Australia

Closing Date: Sunday 17 November 2024

Air Navigation, Transformation and Risk Division
Safety, Risk and Intelligence

Job Title	Safety Performance Specialist - Affirmative Measures - Aboriginal and/or Torres Strait Islander and/or Disability
Job Type	Full-Time, Ongoing
Location	Brisbane QLD, Canberra ACT
Salary	\$158,372 - \$165,572
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 environment – 50/50 office/work from home.
Classification	
Position Number	1894
Agency Website	https://www.casa.gov.au/about-us/careers-casa

Job Description

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

The Safety Performance Specialist is responsible for providing safety system expertise, particularly in relation to CASA regulatory functions. As such the position will analyse, design, recommend, and implement management strategies for safety issues and associated projects and taskings identified by CASA. The role will also involve development of safety related documentation, mentoring and facilitation of training for system safety.

The Safety Performance Specialist works under broad guidance and utilises open and effective communication skills to provide high-quality advice to support the development of a complex safety management system (SMS) and associated material and process, including support to other CASA branches and key stakeholders.

The Safety Performance Specialist will be responsible for, the following deliverables:

- Ensuring the optimisation of system safety across CASA oversight functions both in general and more specifically with regards to safety management.
- Leading activities for the development of CASA SMS and associated regulations.
- Lead risk analysis activities and research into aviation safety systems performance, including making assessments and recommendations for CASA's response to safety risks
- Advice and support to CASA, industry, and others regarding all aspects of the development, delivery, suitability and monitoring of safety management systems
- Advice and support to CASA and others associated with the development, delivery and monitoring of Australia's safety program initiatives including the State Safety Program and related safety initiatives

- Development and delivery of workshops and other training associated with system safety
- Foster a cooperative working relationship with exchange and input of operational and design safety data with other CASA Divisions and stakeholders
- Development of CASA safety related documentation and other publications
- Ensure system safety oversight activities are conducted and continuously improved in accordance with CASA process and procedures
- Provide operations technical input to the Safety Systems Section and to the development and improvement of CASA's safety plans and associated initiatives
- Attending to general enquiries regarding safety management
- As required, undertake research activities as relevant to the role particularly across safety management related areas and more specifically with regards to International Civil Aviation Organisation (ICAO) SMS requirements
- Representational duties if required, attending domestic and international forums as an SMS expert
- Works supportively and cooperatively with Aboriginal and Torres Strait Islander peoples to achieve shared outcomes.
- Engages with Aboriginal and Torres Strait Islander employees in a sensitive, respectful and equitable manner.
- Other challenging safety management related tasks, reflected in regulatory complexity, or characteristics of the regulated entity, applying judgement and exercising capabilities in accord with the CASA Capability Framework at the Advanced/Guide level
- Promoting workplace safety, equity and diversity and participative management and environmental management practices in the workplace and act in accordance with the CASA Values and Behaviour.

Brisbane or Canberra location preferred. Other CASA office locations may be considered.

Duties

- A comprehensive aviation industry background with extensive practical experience as an expert in the design and implementation of Safety Management Systems
- Experience or working knowledge in the application of aviation Human Factors within a SMS
- Highly developed written and oral communication skills, including a demonstrated ability to present complex findings and technical recommendations in a clear and concise manner
- Strong stakeholder management skills including the ability to build and maintain relationships with key stakeholders and work collaboratively with external networks in knowledge sharing
- Demonstrable research capability in safety management related areas
- Demonstrated 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.
- Training delivery experience in the aviation technical and/or non-technical fields.

Eligibility

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

- Must be an Australia citizen
- Undergo pre-employment screening including a Police Check
- Currently holds a Commonwealth security clearance to Baseline or have the ability to obtain and hold a clearance at this level.
- Currently holds an Aviation Security Identification Card (ASIC) card or have the ability to obtain and hold one.
- Hold a Tertiary qualification from a recognised institution in a discipline relevant to safety management (having established/managed a SMS to regulatory requirements would be highly regarded) or extensive SMS experience and associated training.
- As this position is safety sensitive, you may be required to undertake pre-employment alcohol and drug tests as part of CASA's Alcohol and Other Drugs Policy.

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.

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.

About the Civil Aviation Safety Authority Australia

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

To Apply

Position Contact	Charles Galea, +61731447487
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

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Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0750613

Job Title	Archival Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA
Salary	\$74,638 - \$80,426
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	The successful candidate will be required to work from the SA office 3 days a week (Wed-Fri).
Classification	APS Level 4
Position Number	30138 / 496927
Agency Website	https://www.naa.gov.au/about-us/our-organisation

Job Description

<http://careers.naa.gov.au/cw/en/listing/>

National Archives of Australia is seeking an enthusiastic APS Level 4 Archival Officer to be part of a small team engaged in the effective and efficient delivery of Reference, Description, Access Examination and Public Programs in the South Australia office.

The South Australia office is located within the State Library of South Australia. The office consists of a small team that provides reference, access examination and digitisation services, manages collection operations and delivers a range of outreach and public program activities.

This role will be offered on a part-time basis, working three days a week (Wednesday to Friday). Applicants rated as suitable will be placed in a merit pool that may be used to fill similar ongoing or non-ongoing, full-time or part-time positions throughout the Agency for up to 18 months.

Duties

- Assist the Australian community to access the National Archives collection by responding to remote reference inquiries and assisting visitors to the South Australia research centre.
- Perform duties associated with managing and providing access to the collection including access examination, digitising and copying, records repackaging, arrangement and description, data entry, basic preservation, and physically retrieving and returning records to the repository.
- Represent National Archives and liaise with internal and external stakeholders to develop and deliver public engagement activities to promote an understanding of National Archives and the collection.
- Work collaboratively to consult and share information with colleagues actively engage in problem solving and knowledge transfer and seek input from others to achieve business outcomes.
- Supervise staff limited to on the job training, monitoring quality of work and provision of advice and guidance on procedural matters.

- Apply the principles of APS Values, Code of Conduct, workplace diversity principles, work health and safety and participative management within a work and team environment.
- Apply the National Archives' Vision, Mission and Commitments as expressed in [Strategy 2030](#) and [Our Values](#).

Relevant tertiary qualifications (or significant progress towards completion) and/or demonstrated experience working with an archival or cultural heritage collection is desirable. **Eligibility**

To be eligible for the role you must be an Australian citizen. If you are selected, you will be required to successfully undergo a pre-employment check and be able to obtain and maintain a security clearance at a Baseline clearance level.

Notes

Applications close on 17 November 2024 at 11:55PM Australian Central Standard Time.

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

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	Emily Richardson, (08) 9470 7583
Agency Recruitment Site	http://careers.naa.gov.au/cw/en/listing/

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Prime Minister and Cabinet

Vacancy VN-0750417

National Indigenous Australians Agency

Closing Date:Thursday 14 November 2024

West and South
South Australia Southern Subregion and Far West Subregion

Job Title	Assistant Director Engagement, West and South
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Ceduna SA, Port Augusta SA, Various locations - SA SA
Salary	\$121,717 - \$138,722
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 National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreeeme
Classification	Executive Level 1
Position Number	NIAA/2024/179
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=BA3B9A29-7B1B-3C96-328A-DB3731A4887F>

This position offers the unique opportunity to work in locations within the NIAA South Australia region to assist, lead and shape the relationships with key partners in Indigenous communities, the Commonwealth, State Governments and private enterprise to positively influence improved Closing the Gap outcomes.

The role works with a considerable degree of independence, under broad direction of the Director and has a key responsibility to manage, support and develop staff within their team. You will be part of a regional team and report directly to the Director providing support, leadership and advise. This regional and place-based focus is at the core of our work and this position requires a strong level of engagement. Working in place, the role is responsible for:

- furthering development and implementation of strategies and projects that will have a positive impact on Closing the Gap targets under the Commonwealth Closing the Gap Implementation Plan
- facilitating engagement, brokering collaboration and building effective partnerships with partners, communities and key internal and external stakeholders
- contribute to strategic plans and lead the development of business cases and project plans for new initiatives
- maintain an awareness of research, trends, developments and reforms, at both State and National levels, on issues affecting Indigenous people.

Duties

We are looking for an experienced, passionate and motivated leader who can deliver on the wide-ranging demands of the role with the ability to successfully manage competing and changing priorities. If you feel you demonstrate the below, we welcome the opportunity to hear from you:

- strong track record in leadership, staff management, complex problem solving and strategic partnering
- extensive knowledge and understanding of the local context, Indigenous kinship structures, culture and customs and their associated impact on the journey of Indigenous people and their communities
- demonstrate political nous, well developed critical thinking and ability to draw on evidence to drive innovation, development, implementation and evaluation of policy and programs
- exceptional communication, influencing and interpersonal skills who has demonstrated capability to effectively engage and establish partnerships across a broad range of relevant stakeholders
- motivated individual keen to make a difference and contribute to the NIAA's focus on improving outcomes for First Nations people through partnerships and shared decision making
- mentor, guide and develop team members, including identifying staff learning needs, monitoring and providing feedback on performance and building co-operation within the team to work to common goals.

Essential: Must have a current motor vehicle driver's license and be able to undertake intra and interstate travel. In our Operating Environment across NIAA, staff work closely with community members and develop intimate understandings of the regional and local needs and aspirations of Aboriginal and Torres Strait Islander Australians. **Eligibility**

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

Notes

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

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

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

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

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

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

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

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	Donna Robb, 0456 528 492
Agency Recruitment Site	https://niaa.nga.net.au/?jati=BA3B9A29-7B1B-3C96-328A-DB3731A4887F

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Prime Minister and Cabinet

Vacancy VN-0750526

National Indigenous Australians Agency

Closing Date:Thursday 14 November 2024

Integrity
Governance, Assurance and Risk Performance and Planning

Job Title	Director, Integrity Group
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Adelaide SA, Alice Springs NT, Brisbane QLD, Woden ACT, Darwin NT, Hobart TAS, Melbourne VIC, Newcastle NSW, Perth WA, Sydney NSW, Various locations - NT NT, Various locations - QLD QLD, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - WA WA, Various locations - SA SA
Salary	\$141,669 - \$168,609
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 National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreeeme
Classification	Executive Level 2
Position Number	NIAA/2024/175
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=867317BE-6128-D248-934D-DB3733E64EE7>

The NIAA Integrity Group aims to be a responsive, trusted and reliable partner that delivers valued advice and services to enable a high-performing NIAA. It works in a professional, respectful and accountable way to deliver corporate services to better support outcomes for the NIAA. The Integrity Group has at least 2 immediate and exciting EL 2 opportunities within the following branches:

Governance, Assurance and Risk Branch: Director, Planning and Performance

The Director, Planning and Performance Director role within the Governance, Assurance and Risk (GAR) Branch is a leadership position. It has people, program and stakeholder management responsibilities and responsibility for staff performance and contribution to Branch results. The role builds on, and contributes to, a range of strong internal and external stakeholder relationships and internal and external stakeholder relationships and networks. The GAR Branch has overall accountability for the delivery of NIAA's enterprise governance, assurance, audit and risk management programs. The Branch provides strategic advice and specialist expertise across a broad range of activities to ensure quality outcomes are delivered across program outputs. The successful candidate will be expected to:

- lead a small team to deliver a number of the NIAA's key accountability mechanisms, including the NIAA Corporate Plan, Annual Report and Agency Key Performance Measures and quality indicators
- ensure any risk is managed in keeping with the Public Governance and Performance Accountability (PGPA) Act
- provide a strategic level of specialist, professional and/or technical expertise and advice to the NIAA Executive. Leveraging the expert skills and knowledge of staff
- further develop and deliver compliance and integrity related training and education to all staff, relevant stakeholders and partners.

Program Compliance and Fraud Branch: Director, Program Compliance Section

The Director of the Program Compliance and Fraud Branch Compliance Section is responsible for managing matters reported to the Branch where complex or serious non-compliance by NIAA funded service providers is detected. They provide strategic direction and leverage expertise to ensure quality outcomes are delivered across the program outputs. The role fosters teamwork and encourages wider collaboration and information sharing to achieve results for the Branch and broader NIAA objectives.

The role provides strategic advice and specialist expertise across a broad range of possible activities including fraud and corruption control and compliance, community and partner engagement and associated advice to the government of the day. The successful candidate will be expected to:

- lead the coordination of all case management for grant-related contractual compliance matters reported to the Integrity Group, including where there is suspected complex or serious non-compliance
- ensure the development and delivery of Program Compliance and Fraud Branch grant-related contractual compliance training to staff
- developing and delivering robust frameworks relevant to grant-related contractual compliance to support Government and NIAA services and initiatives and adapt these frameworks as circumstances evolve
- ability to obtain and maintain a Negative Vetting 1 security clearance.

Duties

The ideal candidate should exhibit outstanding judgment and professionalism and have the capacity to work flexibly and responsively to achieve results. To succeed in these role you will have the ability to:

- build and manage strategic relationships with internal and external network, liaising with stakeholders to address their needs and present the NIAA view on highly complex and/or sensitive issues
- anticipate and establish priorities, monitor progress and work to deliver required corporate outcomes, specific NIAA functions or programs, and oversee the development of strategic business plans and strategies and deliver on aims and objectives
- ensure the development, coaching and mentoring of staff is in place. Ensure succession planning is in place and maintained by having strategies in place to identify and foster emerging talent
- monitor risk activities for area of responsibility, identifying strategic changes that may impact on risk management and mitigation activities
- research and critically analyse complex information from various sources and points of view to develop and provide high level advice, reports, recommendations and other documentation; identify and appropriately address emerging risks and opportunities
- demonstrate a high degree of cultural acumen and create a culturally safe workplace
- foster an environment where the concept of culture and how it influences the workplace and interactions, is understood. Steer the creation of culturally appropriate strategies for working with people from diverse cultural backgrounds.

Eligibility

- To be eligible for this position you must be an Australian Citizen.

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

Notes

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

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

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

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

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

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

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

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, (02) 6152 3575
Agency Recruitment Site	https://niaa.nga.net.au/?jati=867317BE-6128-D248-934D-DB3733E64EE7

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National Disability Insurance Agency

Closing Date:Monday 11 November 2024

Partners Division
Partners Contracts Branch

Job Title	APS 6 Data Analyst
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Richmond VIC, Geelong VIC
Salary	\$93,196 - \$103,035
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	Office Arrangements to be discussed with Business Area upon offer of role.
Classification	APS Level 6
Position Number	2077_10/24_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

Do you have experience in Business or Data Analytics and are looking for a new challenge?

The Contract Partner Branch is looking for an experienced Data Analyst to join their team.

The APS6 Data Analyst is required to provide detailed technical, professional, policy, operational support, and advice in relation to complex problems. This role has a reasonable level of autonomy and responsibility for exercising initiative and judgment in interpreting legislation and policy

Duties

Where you can add value

No two days are the same, and every day you will see the benefits of your work impact the agency and the participants the scheme supports. Your duties will include but not limit to:

- Undertaking real time data analytics and reporting, producing reports, interpreting data and analysing results using standard statistical techniques
- Developing and implementing data collection systems and other strategies that optimise statistical efficiency and data quality
- Coordinating branch reporting requirements to monitor and track improvement outcomes

- Implementing and managing processes and management systems to track branch and Partner performance and achieve desired results
- The development, implementation and monitoring of project plans, project risks, and enabling delivery and reporting on the requirements and expectations of the management of the business area

Eligibility

Successful candidates will be required to undergo a pre-employment National Police History check and provide evidence of Australian Citizenship. Failure to do so may jeopardise your offer of employment.

Dependent on the role the appropriate Working with Children / Working with Vulnerable People check may be required as per State/Territory legislation. In addition to these checks, a Worker Screening Check issued by the relevant State/Territory worker screening unit will also be required for any role for which the normal duties are likely to require more than incidental contact with people with disability.

Notes

This position will be offered as ongoing or non-ongoing.

If the position is offered as non-ongoing, this will be for a specified term of up to 12 months, with the possibility of extension up to two years.

Should a non-ongoing position become ongoing, then a merit list established through this selection process may be used to fill the vacancy on an ongoing basis.

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	Gurleen Kaur, 0452 585 776
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Treasury

Vacancy VN-0750617

Australian Securities and Investments Commission

Closing Date:Wednesday 20 November 2024

Legal Services Group

Job Title	General Counsel and Executive Director
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Brisbane QLD
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Senior Executive Service Band 2
Position Number	1828285
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=226101230

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians.

- Lead the Legal Services Group for Australia's corporate, markets, financial services and consumer credit regulator
- Reporting to the Chief Executive Officer
- National position - all locations considered

Duties

The purpose

As General Counsel you will work closely with ASIC's Commission, CEO and Executive Committee to provide exceptional advice and services that 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.

The team

You will lead the Legal Services Group responsible for management of ASIC's legal risk and delivery of services across ASIC that are instrumental in driving ASIC's reputation as a modern effective regulator and enforcement agency. The group comprises five teams: Regulatory, Enforcement and Corporate Legal Services, Operations and the Hearing Delegates Panel.

Eligibility

About you

To be successful in this challenging and rewarding position, you will bring an exceptional set of capabilities and experience that will benefit the organisation and the community we serve. The anticipated expertise would include leading a significant public and or private sector legal function or practice, being a highly effective communicator across all levels and having deep expertise working with or for a regulator and law enforcement agency.

Applications for this role will close at 11:59pm on 20 November 2024.

Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Mark Ridley, 0473 563 448
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_organid=16529&in_jnCounter=2

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Climate Change, Energy, the Environment and Water

Vacancy VN-0750591

Bureau of Meteorology

Closing Date: Sunday 17 November 2024

Enterprise Services
Organisational Development

Job Title	People Partner
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Canberra ACT, Sydney NSW, Hobart TAS
Salary	\$110,115 - \$120,760
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60000221
Agency Website	

Job Description

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

The Organisational Development Program has an opportunity within our People Partner and Transformation (change management) function. Successful candidates will have a track record in understanding the complexities of, and delivering high quality outcomes within, a specialist and operational environment. Strong communication and negotiation skills underpinned by a customer-centric approach are a must.

The People Partner (Partners) acts as a strategic and operational specialist by embedding Organisational Development (OD) approaches and providing guidance in the effective management of the employee life-cycle. Partners have a focus on ensuring operational excellence, endurance and compliance on a day to day basis. Partners work closely with senior leaders to build capacity and knowledge of Bureau HR policies and practice and enable the delivery of the Bureau's Strategy 2022 – 2027.

Partners work with relevant Groups and Programs under the direction of the OD Leadership Team and exercise independent judgement, influence change, makes decisions and provide expert HR advice and guidance.

Duties

1. Build and maintain effective relationships with senior leaders, ensuring a sound understanding of HR needs and issues related to their Group and Programs

2. Provide specialist, strategic and innovative HR advice and guidance to senior leaders, working closely with them to improve workplace relationships, build morale and increase capability, engagement and productivity
3. Identify and address complex people-related matters via coaching, support and advice to senior leaders and managers
4. Collaborate with transformation and workforce planning OD colleagues to design and implement workforce changes
5. Monitor and report on a variety of workforce priorities and interventions such as; workforce and succession planning, capability development, team effectiveness, culture development and workplace relations
6. Comply with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

A degree or diploma of an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR demonstrated experience appropriate to the duties is desirable

Notes

To be eligible for employment at the Bureau of Meteorology applicants must be Australian citizens.

Applicants offered employment will be required to successfully undergo a police record check. The successful applicant must be willing to disclose all relevant and required information.

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.

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

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	Simon Lynch, 0408 685 358
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Employment and Workplace Relations

Vacancy VN-0750536

Comcare

Closing Date:Sunday 10 November 2024

Claims Management
Claims Administration and Income Support Payments and Recoveries

Job Title	Claims Debt Recovery Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$76,640 - \$83,819
Future Merit Locations	Canberra
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible and Hybrid working arrangements may be negotiated with the business area
Classification	APS Level 4
Position Number	01819
Agency Website	

Job Description

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

Group and Team Overview

The Claims Management Group is a key contributor to Comcare's strategic objective and purpose of delivering an effective, fully funded and sustainable workers' compensation scheme for the Australian Public Service. The Claims Management Group works with employers and employees to identify and target strategies that facilitate early and sustainable return to work or recovery at work.

The Claims Administration and Income Support team performs financial services to support the claims business in the management of claims transactions. This includes calculation and transactional processing of accounts payable and weekly incapacity benefits.

The team performs reconciliations of financial information across a variety sources, identifies anomalies and addresses these within legislative and policy frameworks. The team develops and implements financial recovery programs where opportunities are identified including but not limited to overpayments and third-party recoveries.

Duties

The Claims Debt Recovery Officer works as part of the Payment and Recovery team, who are responsible for timely and accurate calculation and payment of incapacity benefits.

The Claims Debt Recovery Officer will deliver, monitor and contribute to a range of functions related to debt recovery for income support, including actioning requests from claimants, investigating how the overpayment occurred, preparation of waivers and write off recommendations, and working with other areas of Comcare as required.

The role supports the analyses, evaluation and integration with a variety of income support information and assesses the likelihood of impacts and outcomes.

Primary Responsibilities:

1. Contribute to Comcare's purpose, Corporate Plan and claims management strategy and operating model.
2. Perform and monitor the delivery of claims incapacity debt recovery activities within required timeframes. This includes detailed information gathering, analysis and investigation.
3. Deliver accurate and timely claims debt recovery activities payable under the Safety, Rehabilitation and Compensation Act 1988 (SRC Act) to claims management operations in line with claims management strategy including the achievement of claims management targets and contributing to successful completion of improvement projects. This includes
4. Monitoring claims management activities and compliance with Comcare's rules and objectives.
5. Apply a sound understanding of relevant statutory, regulatory and policy frameworks in order to draw conclusion to a range of moderately complex problems using judgement and initiatives. Manage risks and use judgement to inform decisions.
6. As part of a team, deliver claims incapacity debt recovery activities for compensation claimants. Assist in coaching, guiding, and developing less experienced colleagues, as required.
7. Undertake tasks of moderate complexity and suggest a possible course of action, which is taken into consideration by other decision makers. Work under general direction and escalate issues where required.
8. Work across Comcare and external stakeholders in relation to debt recovery activities. Focus on consistent claims management, positive claim outcomes, sharing information and better practice and resolving conflicts.
9. Act in accordance with Australian Public Service (APS) and Comcare requirements including human resource, financial management and procurement requirements.
- 10.

Eligibility

1. Australian citizenship.
2. Character clearance (police records check).
3. Health declaration.
4. Six months probationary period for new engagements.
5. Ability to obtain and maintain a Baseline Security Clearance.

Notes

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

About the Comcare

Comcare is the national authority for work health and safety, and workers' compensation. We are a government regulator, workers' compensation insurer, claims manager and scheme administrator. Through our role, we work with employees and other workers, employers, service providers and other organisations to: - minimise the impact of harm in the workplace - improve recovery at work

and return to work - promote the health benefits of good work. We collaborate and partner with other schemes and organisations on research and innovative projects that improve outcomes. We also provide expert advice and services to the Safety, Rehabilitation and Compensation Commission (SRCC), and Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority).

To Apply

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

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Employment and Workplace Relations

Vacancy VN-0750610

Fair Work Ombudsman

Closing Date:Sunday 17 November 2024

Legal Enforcement Branch 1

Job Title	Senior Lawyer / Principal Lawyer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC, Sydney NSW, Brisbane QLD, Adelaide SA
Salary	\$123,114 - \$165,963
Future Merit Locations	Melbourne, Sydney, Brisbane, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Flexibility requests considered on a case-by-case basis
Classification	Executive Level 1;Executive Level 2
Position Number	24/108EA
Agency Website	http://www.fairwork.gov.au

Job Description

<https://fwocareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=7A26A857%2D2489%2D43>

We are seeking highly motivated legal professionals to join the Office of Fair Work Ombudsman (**OFWO**) as a Senior Lawyer or Principal Lawyer to provide legal advice and support relating to the OFWO's criminal jurisdiction. This is a unique opportunity to support the establishment of a new investigative function for the OFWO, and to contribute to the development of the culture and work practices of the area.

Positions are available as a Senior Lawyer (Executive Level 1) and/or Principal Lawyer (Executive Level 2), based on the professional skills and experience of the successful candidate. Offers will be based on candidate performance and operational requirements.

A merit list may also be formed as a result of this exercise and may be used to fill similar vacancies in the next 18 months.

About the OFWO

The OFWO is Australia's workplace regulator and part of the Australian Public Service. The role of the OFWO is to promote harmonious, productive, cooperative, and compliant workplace relations in Australia. We provide education and assistance to over 13 million Australian workers, more than one million businesses and enforce workplace laws and investigate underpayments. In the past 3 years, the FWO recovered more than \$1.5 billion in unpaid wages for nearly 800,000 underpaid workers.

What our employees say about us

We are one of the most engaged and high performing agencies in Australia; consistently scoring above average on employee engagement and wellbeing when surveyed compared with other APS agencies.

What we offer you

We provide a diverse, inclusive and supportive work environment with access to:

- **Security:** Job security and opportunities to gain experience in areas that interest you.
- **Flexibility:** Generous leave and flexible working arrangements

- **Training:** Great training and development opportunities
- **High Superannuation:** Competitive benefits, plus 15.4% superannuation
- **Employee Assistance Program:** a free counselling service for you and your family

We Value Diversity

As part of the APS, we want to represent the community we serve. The OFWO embraces and celebrates diversity and welcomes all people to work with us. We have dedicated initiatives to encourage applications and to support people from diverse and underrepresented backgrounds working within our inclusive culture. We encourage and welcome applications from First Nations people, people with disability, LGBTQIA+ people, people from culturally and linguistically diverse backgrounds and mature age people.

About the Team

The OFWO's Legal Enforcement Branch 1 is a busy team of professionals responsible for advising on investigations and litigation relating to Commonwealth workplace relations laws. We work with internal stakeholders to identify and progress compliance and enforcement outcomes. We also contribute to a range of innovative continuous improvement projects within the Agency.

From as early as 1 January 2025, the *Fair Work Legislation Amendment (Closing Loopholes) Act 2023* will introduce a criminal offence for employers intentionally failing to pay employee entitlements. The OFWO will be responsible for investigating possible offences and referring matters to the Commonwealth Director of Public Prosecutions (**CDPP**) or the Australian Federal Police (**AFP**). The Branch will be responsible for providing legal advice on the OFWO's criminal investigations and on the intersection of OFWO's criminal and civil jurisdictions, and engaging with key stakeholders, including the CDPP and AFP. This is a high-profile area attracting interest from the Australian public and a wide range of external stakeholders. You'll need to be comfortable working in an environment with a high level of scrutiny. **Duties**

The Opportunity

Reporting to the Executive Director – Legal Enforcement Branch 1, you will have the opportunity to:

- advise on the development and implementation of a criminal investigation function for the OFWO in accordance with Commonwealth frameworks, the Australian Government Investigations Standards and applicable legislation. This includes working with stakeholders to develop guidance and educative material, investigative documents and processes to achieve quality outcomes which reflect the OFWO's dual civil and criminal jurisdictions
- provide legal advice to the Criminal Investigations Branch, including regarding the use of compulsive powers, evidence management, issues relating to admissibility of evidence and duties of disclosure
- provide legal advice related to cooperation agreements pursuant to section 717B of the *Fair Work Act 2009* (commencing in 2025)
- lead activities to build capability across the Branch and Agency in legal issues relating to criminal investigations and the intersection between OFWO's civil and criminal jurisdiction
- advise on workplace relations issues and provide practical advice on the Fair Work Ombudsman's functions and statutory tools, investigations and enforcement activities
- work with a broad range of stakeholders, including the legal profession, CDPP, AFP, Courts and the wider public sector
- contribute to the senior leadership of the Branch and the Agency
- be part of a responsive and dynamic Agency committed to innovation.

Our Ideal Candidate

We are seeking exceptional lawyers with a can-do attitude who are agile and adaptable and who are committed to achieving fairness in Australian workplaces.

You will typically have **7+ years of relevant post-admission experience as a Principal Lawyer** and **5+ years as a Senior Lawyer**. Extensive experience working in a criminal jurisdiction and in a regulatory context is essential. Candidates who also have expertise in civil litigation and/or workplace relations law will be highly regarded. Successful candidates without this expertise must have the capability to quickly acquire new subject matter expertise and a willingness to engage with all aspects of the OFWO's work to ensure successful outcomes.

You will have excellent oral and written communication skills and must prioritise the highest standards of ethical behaviour, independence and professionalism. You will have a demonstrated ability to build strong relationships and work collaboratively with stakeholders and across multi-disciplinary teams.

You must also be able to demonstrate:

- an advanced ability to identify and manage legal and evidentiary strategy and risks in the conduct of criminal investigations;
- excellent legal and strategic judgment and an ability to deploy your analytical and problem-solving skills to identify practical solutions; and
- as a Principal Lawyer, a capacity to lead and manage people in a legal environment, including in a geographically dispersed environment.

Please note: Executive Level employees will sometimes be required to work and be contactable outside of hours. Operational needs will often require you to work part of the week in your local office and some domestic travel will be required (including overnight); flexibility requests will be considered on a case-by-case basis. **Eligibility**

- To be eligible for employment with the OFWO you must be an Australian citizen.
- The successful candidate must hold a current Australian Government Security Clearance (AGSVA) or be willing to undergo and obtain a Baseline security clearance (we will support you through this process).
- For this role, you will need to hold a degree in Law from an Australian university (or overseas equivalent qualification) and be admitted, or eligible for admission, to the Supreme Court in your State and the High Court of Australia. You will need to have (or be able to obtain) a practising certificate without a supervised practising condition.

Notes

How to Apply

If you are excited about this opportunity, please tell us in no more than 800 words:

- Why you want to apply for this role?
- How your skills and experience address the requirements of this role.

All applications must be submitted via our online application system through the OFWO website.

You should also consider the Integrated Leadership System (ILS) and the capabilities required to be successful at the EL1 level and EL2 level. The OFWO has advertised these roles across classification levels in order to attract the right people for the right jobs. As part of the recruitment process, you will be assessed against the relevant classification levels using the ILS, and candidates will be appointed to levels according to their skills, knowledge and experience.

Additional information about the ILS is available on the Australian Public Service Commission website: [ILS - A guide to the ILS | Australian Public Service Commission](#).

Questions?

If you have any questions about this recruitment exercise, please email recruitment@fwo.gov.au.

Please ensure you check your junk mail throughout the recruitment process, as sometimes our emails sent from our online system end up in junk mail folders.

Applications close 11:00pm (AEDT) Sunday 17 November 2024.

More Information

- Working with us and tips on applying, visit <https://www.fairwork.gov.au/about-us/careers>
- Office of the OFWO purpose and functions, visit <https://www.fairwork.gov.au/about-us/our-role-and-purpose>
- Office locations, visit <https://www.fairwork.gov.au/about-us/contact-us/offices>

About the Fair Work Ombudsman

The Fair Work Ombudsman (FWO) is an independent government agency created by the Fair Work Act 2009. The FWO is responsible for promoting harmonious, productive, cooperative and compliant workplace relations in Australia. Please visit the FWO website for further information. For a full list of our current office locations in each state, please visit: <https://www.fairwork.gov.au/contact-us/offices> The FWO provides a challenging and supportive work environment with access to great training and development opportunities and flexible working arrangements. To be eligible for employment with the FWO, you must be an Australian citizen.

To Apply

Position Contact	Recruitment Team, 00000000
Agency Recruitment Site	https://fwocareers.nga.net.au/cp/index.cfm?event=jobs.home&CurATC=EXT&CurBID=7A26A857%2D

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