



Australian Government

**Commonwealth of Australia
APSJobs - Vacancies Daily
PS47 Daily Gazette Monday - 24 November
2025.pdf**

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APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS47 Weekly Gazette Thursday - 27 November 2025.pdf.

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

The date of publication of this Gazette is PS47 Daily Gazette Monday - 24 November 2025.pdf. The date of publication establishes the date the vacancy was notified in the Gazette for the purpose of 25(1)(b) of the Australian Public Service Commissioners Directions 2022.

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

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Public Service Gazette - Vacancy Notices

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Vacancies

Vacancy VN-0765310

Australian Children's Education and Care Quality Authority

Closing Date:Friday 05 December 2025

Leadership, Quality & Regulatory Support
Targeting Quality Program

Job Title	Quality Support Facilitator, Targeting Quality Program
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Sydney NSW, Canberra ACT, Adelaide SA, Melbourne VIC, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	\$103,179 - \$122,039
Future Merit Locations	Sydney, Canberra, Adelaide, Melbourne, Perth, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	520
Agency Website	https://www.acecqa.gov.au/work-with-us

Job Description

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

Quality Support Facilitator, Targeting Quality Program

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

About [ACECQA](#)

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

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

- implement changes that benefit children birth to 13 years-of-age and their families
- monitor and promote the consistent application of the [Education and Care Services National Law](#) across all states and territories
- support the early childhood education and care sector to improve quality outcomes for children

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

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

The Role

The Targeting Quality Program (TQP) is a partnership between ACECQA and the QLD Department of Education. The Quality Support Facilitator, Targeting Quality Program provides tailored professional learning and support to participating QLD education and care services. The program's purpose is to support sustained quality improvement in participating education and care services through, tailored support over a sustained period. Further to this, the Targeting Quality Program will also support the QLD regulatory authority with professional development in building the capability to achieve consistency in regulatory practice.

This role is full time (with consideration for part-time arrangements 3 - 4 days per week) and fixed-term (until 30 June 2026) at ACECQA Band 5 (\$103,179 - \$122,039).

Duties

Key Accountabilities

- Utilise professional learning and support approaches, including coaching techniques, to support children's education and care services to build on their capability to meet or exceed the NQS and/or the National Law and National Regulations.
- Build and maintain collaborative, effective and genuine working relationships with identified services and other stakeholders to gain commitment, achieve program outcomes, and quality improvement and/or legislative requirements under the NQF.
- Work cooperatively and collaboratively within the DPP and LQRS teams, and across ACECQA, to achieve the identified objectives and results.
- In collaboration with the Manager, Targeting Quality Program, develop interactive, engaging, and relevant professional learning materials for webinars, communities of practice, workshops, resources, meetings and other activities as needed, for participating services to support the TQP program and outcomes.
- Ensure program related documentation is developed, accurate, managed and appropriately stored to comply with all ACECQA policies and procedures and stakeholder expectations.
- Prepare briefs, reports and advice, and respond to regular and urgent requests for information and updates as required.
- Conduct, deliver and assist with organising travel, service visits, meetings, conferences, webinars and/or events located across QLD as required by the TQP project schedules.
- Adhere to the spirit and practice of ACECQA's Code of Conduct, demonstrate behaviours that support the building of an inclusive and agile performance culture and act ethically and professionally in accordance with ACECQA's values of Integrity, Commitment, Respect and Collaboration.
- Other duties as required.

Eligibility

Key Selection Criteria

Essential

- Demonstrated contemporary knowledge and experience in delivering professional learning and support through a variety of approaches within the children's education and care sector.
- Strong knowledge of and extensive experience in the delivery of children's education and care, the NQF, and the embedding of quality improvement outcomes and/or management and governance systems to ensure compliance with the National Law and National Regulations.
- Developed analytical, interpersonal and high level written and verbal communication skills, including a demonstrated ability to research, analyse and interpret information and communicate succinctly across a diverse range of audiences (including the development and delivery of presentations, resources and/or online learning).

- Proven ability to develop collaborative, positive and productive working relationships with internal and external stakeholders and negotiate with confidence to support program and organisation outcomes.
- Demonstrated ability to use a range of technology and learn new systems quickly and efficiently.
- Tertiary qualifications in children's education and care, education and/or adult learning or an equivalent level of industry experience.
- Hold a Queensland Working with Children Check (Blue Card) or able to obtain before employment.
- Ability to undertake frequent travel including regional and remote locations and hold a full driver's licence.

Desirable

- Experience working with multiple service types including, early childhood settings (long day care and preschools, family day care) and outside school hours care settings.
- Qualifications, training and/or experience in mentoring/coaching practices.

Notes

How to apply

The closing date for applications is **05 December 2025 at 11.59pm.**

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

To apply, please register with the ACECQA [Recruitment Candidate Portal](#), navigate to **Quality Support Facilitator, Targeting Quality Program** vacancy and click **Apply for Job**. The application process will require you to:

- Attach a CV of no more than 2 pages which demonstrates your ability to meet the criteria contained in the position description.
- Attach a cover letter which demonstrates your ability to meet the criteria contained in the position description.
- Provide the details of at least two referees who have directly supervised you within the last five years of employment.

- Attach a written response to the targeted question below.

Targeted Question

1. Do you have a preference for part-time or full-time working arrangements? Please provide details.

All complete applications will be acknowledged.

More information

If you have any questions about the role specifically, please contact Victoria Petriella at victoria.petriella@acecqa.gov.au.

If you have any questions about the recruitment process, please email the HR team at recruitment@acecqa.gov.au.

Notice to agencies

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

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

About the Australian Children's Education and Care Quality Authority

To Apply

Position Contact	Anna Lagana, 0282404522
Agency Recruitment Site	https://aeq.chris21.com/AEQ_eR21p/VacancyList.aspx

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Vacancy VN-0765311

Australian Children's Education and Care Quality Authority

Closing Date:Monday 08 December 2025

Policy and Regulatory Systems
Regulatory Systems

Job Title	Business Analyst
Job Type	Full-Time, Non-Ongoing
Location	Sydney NSW, Melbourne VIC, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Tasmania TAS
Salary	\$103,179 - \$140,976
Future Merit Locations	Sydney, Melbourne, Adelaide, Perth, Darwin, Brisbane, Tasmania
Office Arrangement	Hybrid
Office Arrangement Details	1-3 days in the office
Classification	
Position Number	523
Agency Website	https://www.acecqa.gov.au/work-with-us

Business Analyst

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

About [ACECQA](#)

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- implement changes that benefit children birth to 13 years-of-age and their families
- monitor and promote the consistent application of the [Education and Care Services National Law](#) across all states and territories
- support the early childhood education and care sector to improve quality outcomes for children

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

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

The Role

The Business Analyst is primarily responsible for performing National Quality Agenda IT System (NQA ITS) business analysis tasks and will need to provide solution recommendations based on a high-level understanding of existing software systems.

The Business Analyst will contribute to the ongoing development and support of the NQA ITS and other ACECQA systems throughout the entire release cycle and will be required to foster and manage mutually beneficial relationships with external and internal stakeholders in state and territory regulatory authorities and the Australian Government.

This role is full time and fixed-term (until 30 June 2026) at ACECQA Band 5/6 (\$103,179 - \$140,976).

Duties

Key Accountabilities

Identify and document requirements

- Creates specification documents that provide clear guidance for technical teams to implement in line with legislation and expectations of stakeholders including subject matter experts.
- Collaborate with stakeholders and end users to identify and build business requirements.
- Analyses operational objectives by studying business functions; gathering information; evaluating output requirements and formats.
- Provides recommendations that will improve systems and controls by analysing current practices, designing solutions and documenting modifications.
- Monitors release progress by tracking activity; resolving problems; publishing progress reports; recommending actions and escalating issues.
- Leads and drives discrete projects where required.
- Tracks and facilitates priority change requests such as action items for governance committees.

Test and document system changes

- Designs and manages test frameworks and procedures to ensure that all changes are thoroughly tested before deployment.
- Defines team roles and responsibilities, reports and monitors progress during testing phases.
- Ensures agreed changes will not compromise the data integrity, quality or functionality of the existing systems.
- Builds and designs test plans, scripts, and cases for each release cycle ensuring changes are aligned to specifications.
- Participates and conducts operational testing as part of the User Acceptance Testing window.

Communication

- Develops and maintains effective and regular communication with key stakeholders to address and clarify business requirements to ensure user confidence.
- Manage stakeholder expectations and strive for consensus to implement solutions.
- Work closely with National Steering Group (NSG) members (with representation from all state and territory regulatory authorities) to progress system changes.
- Contribute to the NSG workshops by providing expert Business Analyst advice, support and through the demonstration of new proposals.

Support and Training

- Investigate and advise on logged Service Desk issues, maintain associated documentation, and escalate issues to system developers where appropriate.
- Assists with the development and update of training material.
- Provide and deliver end-user training in a variety of formats including webinars and other documented resources
- Mentors internal team in analysis and documentation best practice.

Eligibility

Key Selection Criteria

- Proven experience in business analysis and design of large-scale applications with a complex organisational structure.
- Relevant tertiary qualifications in IT or related discipline including relevant industry certifications, with demonstrated experience in a Business Analyst or Project Management role for a medium size public or private organisation.
- Extensive experience in business process mapping, process re-engineering, and requirements gathering, using relevant business process modelling and testing techniques, including the formal representation of use cases and workflows.
- Strong analytical and logical approach to problem solving, including interpreting and analysing data to produce meaningful information and business insights, and undertaking qualitative and quantitative research to identify trends to assist with determining business priorities.
- Attention to detail and demonstrated experience in preparing high quality project documentation including business and functional requirements, performance reports, project plans, process flows, and business cases.
- Demonstrated experience in developing specification requirements for CRM systems.
- Strong interpersonal, consultation, negotiation, and presentation skills with the ability to verbally communicate clearly and effectively with business stakeholders, external vendor partners, and internal teams.
- Excellent documentation skills, including proven experience in the authoring of specifications and manuals.
- Demonstrated ability to work independently and prioritise work to meet required timelines.

Desirable:

- Experience working in, or with, a regulatory or government environment.
- A working knowledge of Microsoft CRM Dynamics 365.
 - Experience in CRM Dynamics implementation, configuration, system design and/or related business process experience.
- Experience organising user groups and in positively influencing participation and outcomes.

Notes

How to apply

The closing date for applications is **8 December 2025 at 11.59pm**.

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

To apply, please register with the ACECQA [Recruitment Candidate Portal](#), navigate to the Business Analyst vacancy and click **Apply for Job**. The application process will require you to:

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

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

All complete applications will be acknowledged.

More information

If you have any questions about the recruitment process please email the HR team at recruitment@acecqa.gov.au.

Notice to agencies

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

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

About the Australian Children's Education and Care Quality Authority

To Apply

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

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Vacancy VN-0765288

Australian Electoral Commission

Closing Date: Sunday 07 December 2025

Enterprise Transformation Group
Indigo Delivery and Data Branch Indigo Delivery

Job Title	Senior Project Coordinator, Indigo Delivery and Data Branch
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	\$94,603 - \$106,034
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The AEC supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 6
Position Number	2025-200 15938
Agency Website	https://www.aec.gov.au/

Job Description <https://candidate.aurion.cloud/aec/production/vacancies/2912483635645799~1/edit>

You will join a team of highly motivated and collaborative professionals in the Indigo Delivery and Data Branch (IDDB) who lead the build, refinement and deployment of modern, secure and agile AEC services and technologies for the Indigo Program within the Indigo Division. IDDB consists of two teams:

- **Indigo Release 2 Delivery:** Multi-disciplinary teams that build, refine and deploy solutions to reengineer business processes and replace aging electoral systems with modern, secure and agile technologies.
- **Indigo Data Platforms Delivery:** The Indigo Data Platform Team provides technical expertise to the broader Indigo Program across all data disciplines.

The IDDB is committed to establishing and maintaining a high-performing and positive workplace culture.

Duties

As a Project Coordinator within the Indigo Release 2 Delivery Section, you will play a pivotal role in supporting the strategic objectives and organisational priorities of the section/branch by providing delivery leadership, administrative support, collaborating and communicating effectively with stakeholders and, ensuring rigorous governance reporting and record keeping.

The role is responsible for undertaking work that is moderately complex to complex and/or sensitive in nature, under limited direction, utilising expertise and knowledge within the area of operational project and programme delivery.

To excel you'll have:

To excel in the roles across all sections you will have the following generalist capabilities and skills:

Mandatory

- Demonstrated work experience in a project, management or business administration role.
- Demonstrated experience managing high volumes of work and competing priorities, with the ability to deliver high-quality work to agreed standards and timeframes.
- Well-developed written and verbal communication skills, with the ability to communicate effectively with people from diverse backgrounds and levels of seniority.
- Well-developed stakeholder engagement skills, with the ability to build and maintain strategic relationships and use professional judgement to communicate decisions and manage stakeholder expectations.
- Demonstrated high integrity and discretion when dealing with confidential and sensitive matters.
- Demonstrated ability to work autonomously and a strong commitment to working harmoniously within a team to achieve positive results and support the AEC's strategic direction.
- Demonstrated proficiency in using IT tools to maintain project/program records and information (e.g. MS Suite, electronic record management system, Azure DevOps, etc.).

Desirable

- Tertiary qualifications and/or an industry recognised certification in Management, Business Administration, Project Management or a similar field.
- Demonstrated work experience providing administrative support for a program/project in the Federal government context.

- Demonstrated work experience providing administrative support to an Information Communication Technology program/project.
- Experience in Agile ways of working, such as SCRUM or the Scaled Agile Framework (SAFe).
- In addition, in the Indigo Build Delivery section the role available requires workforce management skills. Those with a keen interest, and the relevant skills and experience in this area, should include this in their statement of claims.

Eligibility Notes

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

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

About the Australian Electoral Commission

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

To Apply

Position Contact	Guriqbal Singh, Guriqbal.singh@aec.gov.au
Agency Recruitment Site	https://candidate.aurion.cloud/aec/production/vacancies/2912483635645799~1/edit

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

Vacancy VN-0765191

Department of Home Affairs

Closing Date: Tuesday 30 June 2026

Technology Divisions
N/A Various

Job Title	Non-ongoing Employment Register - Technology divisions 2025/2026
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - ACT ACT, Various locations - SA SA, Various locations - TAS TAS
Salary	\$66,839 - \$177,318
Future Merit Locations	Various locations - WA, Various locations - NT, Various locations - QLD, Various locations - NSW, Various locations - VIC, Various locations - ACT, Various locations - SA, Various locations - TAS
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	140511
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/140511/>

This process is being used to fill multiple positions as they arise within the ICT divisions.

We are seeking talented people with a broad cross-section of skills, experience, and qualifications to register for our Temporary Non ongoing Employment Register. This register assists with filling temporary positions across various a variety of job families within Department of Home Affairs.

This register will only be used to fill temporary positions within the three Technology Divisions. This register assists with filling temporary positions across various a variety of job families within Department of Home Affairs.

Candidates should be aware this is a register only and that you will only be contacted regarding your application if a vacancy arises that matches your skills, qualifications, and/or experience. All applications on this register will remain active until the register closes on 30 June 2026, or until a candidate notifies us that you are no longer actively seeking employment. Please note, ongoing engagement or promotion under the Public Service Act 1999 are not possible through this recruitment register.

About the Technology divisions

The Strategy, Digital and Data, Digital Delivery Services and the Enterprise Technology Services Divisions mission is to deliver comprehensive cyber security services; design, plan and deliver new and existing capabilities; manage advanced ICT solutions; and provide identity and biometrics services, ensuring Home Affairs remains at the forefront of technological innovation and security

Be part of Australia's digital future by joining a government team of over 1800 staff who are delivering secure, innovative IT, digital and procurement solutions at national scale. Your work will directly improve services for the Department of Home Affairs. You will get the chance to tackle complex challenges, grow your career with cutting-edge technology and be part of a great team. Our services are evolving with an exciting pipeline of transformations and change to be a part of.

We offer:

- Learn from leaders - Experience working with leaders including in AI, digital, technology and delivering in government.
- Scale and Complexity - Operate across some of the largest and most complex ICT and procurement environments in the country.
- Professional Growth - Access cutting-edge technologies, structured career pathways including for specialists, communities of practice and professional development technology and skills focused certifications.
- Collaboration and Inclusion - Work in diverse, multi-disciplinary teams that value innovation, transparency, and integrity.
- Stability with Flexibility - Enjoy the security of public service employment with flexible work arrangements.

These divisions are predominantly located in Canberra; ACT however does have a smaller footprint in other capital cities.

Please specify your preferred location as part of your application. If an opportunity arises for you to move to a role in another state, relocation costs will be at your own expense.

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

Duties

Skills and capabilities we need:

- ICT and Systems Development (including Cloud and Architecture).
- Cyber Security.
- Data and Analytics.
- Enterprise Systems and Support.
- Architecture.
- Design.
- Technology/Digital Strategy and Investment.
- Project and Program Management.
- Finance, Procurement and Contract Management.
- Business and Operational Management.
- Administrative, program and project support.

Eligibility

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

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

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

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

Notes

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

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

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

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

About the Department of Home Affairs

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

To Apply

Position Contact	ICT Recruitment, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/140511/

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Vacancy VN-0765193

Job Title	S26 Register - Technology divisions 2025/2026
Job Type	Full-Time, Ongoing
Location	Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - SA SA, Various locations - VIC VIC, Various locations - TAS TAS
Salary	\$66,839 - \$177,318
Future Merit Locations	Various locations - WA, Various locations - NT, Various locations - QLD, Various locations - NSW, Various locations - ACT, Various locations - SA, Various locations - VIC, Various locations - TAS
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with our Enterprise Agreement and the operational requirements of the role
Classification	APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	140506
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/140506/>

This process is being used to fill multiple positions as they arise within the ICT divisions.

The Technology divisions are seeking talented people with a broad cross-section of skills, experience, and qualifications to register for permanent or temporary S26 transfers to the Department of Home Affairs. All applications on this register will remain active until the register closes on 30 June 2026, or until a candidate notifies us that you are no longer actively seeking employment. Please note you must be an ongoing Australian Public Service employee at the relevant classification to be eligible for opportunities as part of this register.

Candidates should be aware this is a register only and that you will only be contacted regarding your application if a vacancy arises that matches your skills, qualifications, and/or experience. All applications on this register will remain active until the register closes on 30 June 2026, or until a candidate notifies us that you are no longer actively seeking employment. Please note, promotion under the Public Service Act 1999 is not possible through this recruitment register.

About the Technology divisions

The Strategy, Digital and Data, Digital Delivery Services and the Enterprise Technology Services Divisions mission is to deliver comprehensive cyber security services; design, plan and deliver new and existing capabilities; manage advanced ICT solutions; and provide identity and biometrics services, ensuring Home Affairs remains at the forefront of technological innovation and security

Be part of Australia's digital future by joining a government team of over 1800 staff who are delivering secure, innovative IT, digital and procurement solutions at national scale. Your work will directly improve services for the Department of Home Affairs. You will get the chance to tackle complex challenges, grow your career with cutting-edge technology and be part of a great team. Our services are evolving with an exciting pipeline of transformations and change to be a part of.

We offer:

- Learn from leaders - Experience working with leaders including in AI, digital, technology and delivering in government.
- Scale and Complexity - Operate across some of the largest and most complex ICT and procurement environments in the country.
- Professional Growth - Access cutting-edge technologies, structured career pathways including for specialists, communities of practice and professional development technology and skills focused certifications.
- Collaboration and Inclusion - Work in diverse, multi-disciplinary teams that value innovation, transparency, and integrity.
- Stability with Flexibility - Enjoy the security of public service employment with flexible work arrangements.

These divisions are predominantly located in Canberra; ACT however does have a smaller footprint in other capital cities.

Please specify your preferred location as part of your application. If an opportunity arises for you to move to a role in another state, relocation costs will be at your own expense.

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

Duties

Skills and capabilities we need:

- ICT and Systems Development (including Cloud and Architecture).
- Cyber Security.
- Data and Analytics.
- Enterprise Systems and Support.
- Architecture.
- Design.
- Technology/Digital Strategy and Investment.
- Project and Program Management.
- Finance, Procurement and Contract Management.
- Business and Operational Management.
- Administrative, program and project support.

Eligibility

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

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

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

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

Notes

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

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

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

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

About the Department of Home Affairs

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

To Apply

Position Contact	ICT, N/A
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/140506/

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Vacancy VN-0765302

Department of the Treasury

Closing Date: Sunday 07 December 2025

Corporate Division
People and Organisational Strategy Branch

Job Title	EL1 Assistant Director, Workforce Strategy and Analytics
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$132,786 - \$152,319
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with Treasury's Enterprise Agreement and the operational needs of the role.
Classification	Executive Level 1
Position Number	42-2025
Agency Website	www.treasury.gov.au

Job Description

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

This role leads a small team and play a key role in shaping how we use workforce data and insights to inform strategic decision-making. The team acts as the project management office for the APS Employee Census and Strategic Workforce Plan (SWP) delivery, provides twice-yearly updates on Treasury's Workforce Intelligence, and leads delivery of the Treasury Location Plan and other SWP initiatives.

You'll work closely with colleagues across People and Organisational Strategy Branch and the broader department to deliver high-quality workforce reporting, support strategic workforce planning, and contribute to initiatives that strengthen Treasury's workforce management.

We're after someone who is both people and data-savvy. You'll enjoy working collaboratively, mentoring others, and getting into the detail when needed. You'll be comfortable navigating ambiguity, and you'll bring a proactive, solutions-focused mindset to your work.

Duties

We're particularly interested in people who have experience:

- Leading or contributing to workforce analytics, reporting, or planning activities.
- Using data to tell compelling stories and support strategic decision-making.

- Managing and improving data quality, particularly in HR systems.
- Preparing clear, concise, and insightful briefs and communications.
- Coaching and supporting team members to grow their capability and confidence.

Experience with PowerBI, Aurion, or project management is desirable.

This is a great opportunity to help shape Treasury’s workforce strategy and contribute to meaningful, people-focused work. We’re a collaborative, curious, and values-driven team. We value transparency, inclusion, flexibility, and celebrating our wins.

Eligibility

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

Notes

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

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

About the Department of the Treasury

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

To Apply

Position Contact	Hannah Noller, 02 6263 1527
Agency Recruitment Site	https://treasury.gov.au/the-department/recruitment-and-careers

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Vacancy VN-0765304

Great Barrier Reef Marine Park Authority

Closing Date: Sunday 14 December 2025

Strategic Policy and Partnerships Strategic Policy

Job Title	Manager International
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Townsville QLD, Canberra ACT
Salary	\$94,563 - \$106,775
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and may be negotiated with the business area
Classification	APS Level 6
Position Number	407
Agency Website	

Job Description

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

The Great Barrier Reef Marine Park Authority (the Reef Authority) is a Commonwealth non-corporate entity, and a statutory agency established by the Great Barrier Reef Marine Park Act 1975 (Marine Park Act), reporting to the Minister for the Environment and Water. Our objective is the long-term protection, ecologically sustainable use, understanding and enjoyment of the Great Barrier Reef for all Australians and the international community through the care and development of the Marine Park.

Managing a reef roughly the size of Italy demands many skills and talents, so you don't have to be a marine biologist to contribute to our mission. From finance to marketing roles, we have a team almost as diverse as the ecosystem we protect. Our commitment and dedication to the Great

Barrier Reef and the Australian public have a long-lasting impact, and we are looking for individuals who can bring their unique skills, experience, and knowledge to our high-performing and inclusive organisation.

The Position

We are seeking an agile and highly skilled professional to manage the Reef Authority's International engagement and capacity building activities, and to work in partnership with key stakeholders to promote awareness of threats to coral reefs globally.

The position will also support Australia's leading role in the International Coral Reef Initiative and other forums and contribute to shaping the strategic direction of the Reef Authority.

About You

- You have exceptional written skills, an eye for detail and can work with limited direction to achieve high quality outcomes, applying judgement, logic and discretion appropriately.
- You are a strategic thinker and problem solver, and are known for seeing things through.
- You are an effective communicator who recognises the ideas and contributions of others and motivates and inspires through your actions.
- You are experienced in relationship and stakeholder management.
- You have experience working with international affairs.
- You thrive under pressure, have an eye for detail and don't get flustered when faced with competing priorities.
- You enjoy being part of a cohesive team.

Duties

- Support the delivery of Reef Authority's international activities including leading the Reef Authority's contribution to international forums particularly the International Coral Reef Initiative; providing support to shape the strategic direction of the Reef Authority through international engagement, capacity building, and establishing and maintaining effective relationships; and co-ordinating the Reef Authority's attendance at international conferences and hosting approved international delegations.
- Exercise sound professional judgement in anticipating, managing and resolving problems relevant to the Reef Authority's international business role, including monitoring budgets and progress towards key performance indicators.
- Contribute to managing the Reef Authority's responsibilities for Commonwealth, National and World Heritage matters, including liaising with other government departments.
- Coordinate and prepare high quality advice and written material that is timely, practical, transparent and risk-based. Advice will cover complex matters including international and the Reef Authority's involvement with international bodies. Material could include ministerial correspondence and cables, briefs, reports, position statements, strategic policies and plans.

Eligibility

Essential requirements

- Demonstrated experience in and/or understanding of Australia's international policy and heritage management arrangements.

Desirable qualifications or equivalent experience

- Tertiary qualifications or equivalent relevant experience in a marine or environmental field.
- Experience in public sector administration with an environmental focus or equivalent industry experience.
- Experience of the machinery of government.

Eligibility

To be eligible for employment candidates must be an Australian citizen at the time of application.

The position requires a Negative Vetting Level 1 security clearance. Successful candidates will be required to obtain and maintain a clearance at this level.

The successful candidate will be willing to provide identity documents and undergo an identity pre-employment check through a Document Verification Service.

Notes

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

About the Great Barrier Reef Marine Park Authority

To Apply

Position Contact	Justine Nordin, 0419 662 551
Agency Recruitment Site	https://www2.gbrmpa.gov.au/careers

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Agriculture, Water and the Environment

Vacancy VN-0765150

Australian Pesticides and Veterinary Medicines Authority

Closing Date:Friday 19 December 2025

Job Title	Assistant Director Environment
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Armidale NSW
Salary	\$126,984 - \$144,236
Future Merit Locations	Canberra, Armidale
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements (including working from home) are outlined under the APVMA's Enterprise Agreement 2024-27.
Classification	Executive Level 1
Position Number	11251
Agency Website	https://apvma.gov.au/node/1063

Job Description

<https://www.csexecutivegroup.com/job/enviro1125/>

This is an outstanding opportunity to join the Science and Assurance Branch as an Assistant Director – Environment (EL1). In this role, you will contribute to the APVMA's post-market regulatory functions by providing high-level scientific assessments and leadership across environmental matters.

You will commission and peer-review environmental assessments, contribute to chemical review outcomes, develop technical and maintain guidance materials, and provide specialist advice to internal teams and external stakeholders.

Duties

- Managing projects and providing technical advice on the post-market assessments of environmental matters relating to the regulation of agricultural chemicals, veterinary medicines and other chemicals to internal and external stakeholders.
- Providing input to the development and implementation of strategies, operational policies, priorities and work practices for the S&A Branch to achieve results in line with APVMA operational goals.
- Assisting in making regulatory decisions in accordance with legislation and delegations.
- Developing and maintaining guidance materials for technical assessments and methodologies.
- Managing staff in the Science Assessments - Environment section as required.
- Using project management and efficient workflow and related practices to provide timely inputs to the work of the section.
- Preparing high level written materials incorporating scientific/technical considerations to contribute to briefs to decision makers, correspondence and other corporate documents as required.
- Undertaking special projects related to environmental safety under the direction of the Director - Environment or Executive Director, S&A Branch.

Eligibility

The following criteria are essential:

1. Appropriate tertiary qualifications and/or experience relevant to environmental toxicology, environmental chemistry or related exposure assessment.
2. Demonstrated knowledge of the regulatory framework in which the APVMA operates in assessment of agricultural and veterinary (agvet) chemicals, and experience of the use of agvet chemicals in the context of Good Agricultural and Veterinary Practices.
3. Demonstrated experience in developing and maintaining guidance materials for technical assessment processes and procedures, and engaging with domestic and international stakeholders regarding their interpretation and application.
4. High level communication skills, including the ability to prepare documents and reports, ability to communicate clearly and confidently with staff, internal and external stakeholders, and to represent the APVMA in a variety of forums.
5. Well-developed analytical and problem-solving skills, with proven ability to evaluate, provide pragmatic advice and propose regulatory decisions on complex information in both data-rich and data-poor environments.
6. Demonstrated ability to work in a team environment using effective interpersonal skills, and balance workflows and prioritise workloads / tasks to deliver high quality outcomes in a timely manner.

The following criteria is desirable:

- Postgraduate qualifications in environmental toxicology, environmental chemistry or related sciences.

Notes

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

About the Australian Pesticides and Veterinary Medicines Authority

To Apply

Position Contact	Helen Patronis, 0438 620 434
Agency Recruitment Site	https://www.csexecutivegroup.com/job/enviro1125/

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Agriculture, Water and the Environment

Vacancy VN-0765283

Department of Agriculture, Fisheries and Forestry

Closing Date: Monday 08 December 2025

ICT Services
Enterprise Platforms Web and Collaboration Systems

Job Title	Web and Collaboration System Analyst
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$84,794 - \$93,020
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	subject to negotiation
Classification	APS Level 5
Position Number	2025/3796
Agency Website	https://www.agriculture.gov.au

Job Description

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

Who we are

The **ICT Services Division** delivers secure and modern technology solutions that enable the department to operate effectively around the clock. We manage ICT systems that support collaboration, innovation, and service delivery across all areas. Our goal is to provide a reliable digital environment that empowers staff to focus on outcomes, not technical barriers. By continuously improving our platforms and tools, we help the department stay agile, connected, and ready to meet future challenges.

We manage the digital platforms and systems that support the department's core operations. Our team ensures these platforms are secure, scalable, and designed for long-term sustainability. We support innovation through DevOps practices and modern testing approaches, enabling faster and more reliable delivery of digital solutions. From records management to ERP and web systems, we provide the digital foundation that helps staff work efficiently and deliver services that meet public expectations.

As a Web and Collaboration Systems Analyst, you will provide technical support and guidance across a variety of Microsoft products, including Microsoft Teams, SharePoint and Copilot. You will provide technical expertise and customer support to SharePoint based solutions such as the Intranet and the Instructional Material Library. You will monitor dashboards and task queues,

respond to service requests, and troubleshoot technical issues to ensure systems operate smoothly and in line with governance.

Duties

The Job

As the Web and Collaboration System Analyst, you will be:

- providing technical support, end user advice and training to system users across Microsoft Teams, SharePoint, Copilot, the Intranet and the Instructional Material Library
- monitoring dashboards and/or task queues for incoming work
- responding to service requests, tasks, or actioning workflows in line with procedures
- identifying, troubleshooting and resolving incidents or technical issues experienced by users.

Note: 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.

Flexible working arrangements

We are open to discussing flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application.

Eligibility

What we are looking for

Knowledge and experience

The successful applicants should be able to demonstrate the following knowledge or experience:

- experience in providing customer service and technical support to diverse user groups.
- experience following and improving standard operating procedures.
- awareness of accessibility, usability, and information management standards in a government context.
- understanding of digital collaboration platforms and content management systems, particularly Microsoft Teams, SharePoint and Copilot would be an advantage but not required.

Notes

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

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

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Cathy Wells, 0434 664 635
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Agriculture, Water and the Environment

Vacancy VN-0765314

Job Title	Assistant Director - Geospatial Technical Lead
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$124,861 - \$134,295
Future Merit Locations	Darwin, Melbourne, Perth, Sydney, Brisbane, Canberra, Adelaide
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	Executive Level 1
Position Number	2025/3825
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

The ICT Services Division delivers secure and modern technology solutions that enable the department to operate effectively around the clock. We manage ICT systems that support collaboration, innovation, and service delivery across all areas. Our goal is to provide a reliable digital environment that empowers staff to focus on outcomes, not technical barriers. By continuously improving our platforms and tools, we help the department stay agile, connected, and ready to meet future challenges.

We manage the enterprise wholesale platforms and systems that support the department's core operations. Our team ensures these platforms are secure, scalable, and designed for long-term sustainability. We support innovation through DevOps practices and modern testing approaches, enabling faster and more reliable delivery of digital solutions. From records management to ERP and web systems, we provide the digital foundation that helps staff work efficiently and deliver services that meet public expectations.

Duties

This is where you play an important role.

As the Assistant Director - Geospatial Technical Lead, you will:

- establish, mature and maintain the geospatial platform and services across DAFF
- coordinate with the section's delivery teams to prioritise and mature the existing geospatial platform and service offerings
- develop and lead the team's work plan, resourcing, administration and day-to-day activities to meet objectives
- develop and represent technical designs for the delivery of solutions, including community of practices, architectural review, cyber assurance and transition to business-as-usual (BAU)
- develop and produce regular reports on geospatial platform delivery, cyber engagement and change management functions
- assist the Director and Delivery Leads with financial/resource and administrative management as it relates to geospatial platform services
- assist in problem solving and issue resolution, consult with subject matter experts and escalate to the Director as appropriate
- review and provide quality assurance feedback on artefacts produced by the team or that are transitioning into BAU
- work collaboratively as part of a high performing team/organisation and establish and maintain effective partnerships with key internal and/or external stakeholders to deliver business outcomes
- support innovation, continuous improvement and learning and development.

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

Eligibility

Our ideal candidate will have:

- demonstrated experience in technical delivery and/or leadership in Geographic Information Systems (GIS) development, delivery and support
- demonstrated experience in GIS capability and associated software including ESRI desktop, ArcGIS Enterprise solutions and SQL databases
- experience in data management, analysis and mapping
- self-motivation, drive and the ability to deliver outcomes, both independently and in a team environment

- experience working in scaled agile delivery structures, leveraging DevOps practices/tools
- highly effective negotiation and communication skills with the proven ability to present complex information to a variety of audiences
- the ability to develop and sustain complex customer, business and stakeholder relationships
- a highly developed ability to manage multiple competing priorities to deliver quality outcomes.

Notes

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

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About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Anthony Robson, Please use e-mail in the first instance.
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

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Job Title	Deputy Director, Various Directorates - APG
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$118,673 - \$127,101
Future Merit Locations	Canberra, Sydney
Office Arrangement	On Site
Office Arrangement Details	Onsite with WFH options available
Classification	Executive Level 1
Position Number	15534
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15534/>

The Asia/Pacific Group on Money Laundering (APG)

Officially established in 1997, the Asia/Pacific Group on Money Laundering (APG) is an inter-governmental arrangement between over 40 jurisdictions, that works to ensure its members effectively implement the international standards against money laundering (AML), terrorist financing (CTF), and proliferation financing related to weapons of mass destruction.

The APG collaborates with the Financial Action Task Force (FATF), other FATF-Style Regional Bodies (FSRBs), and a range of international stakeholders to deliver a program of work that spans:

- mutual evaluations of member's implementation of standards (including training, planning, delivery, and follow-up)
- coordination and delivery of technical assistance to uplift compliance and capabilities
- research and reporting around identified and emerging risks
- engaging internationally in the policy and management of the FATF international standards

As the largest FSRB, the APG is supported by a Secretariat hosted by the AFP and reporting to AFP Deputy Commissioner Crime (as the APG Co-Chair). The Secretariat operates primarily from two AFP offices – Sydney and Canberra – with employees engaged under the [AFP employment frameworks](#) to:

- manage the delivery of the APG's program of work, particularly the delivery of mutual evaluations
- deliver additional programs of work related to specific voluntary contributions
- coordinate engagement across the APG membership and with key stakeholders
- deliver the enabling services to support service delivery and coordination with the AFP

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

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

Duties

The APG recently began a new round of member evaluations, which must be delivered at an unprecedented tempo. The Secretariat has been working to respond to the shifts in its operating environment by realigning and reforming its operating model, structure, and capabilities.

To meet these new demands, the Secretariat is establishing a talent pool to address current, anticipated, and potential vacancies in team and technical leadership roles across its Directorates (refer to the Candidate Pack for further information).

The talent and capabilities of Deputy Directors is integral to the success of the Secretariat and they work with the Secretariat's executive leadership, most particularly the heads of each of the Directorates, to deliver roles that may:

- build the capability of APG members to collaborate in mutual evaluations of members' frameworks
- collaborate with stakeholders to coordinate and deliver the mutual evaluation schedule
- monitor the outcomes against and processes following members' mutual evaluations
- identify and respond to insights in money laundering vulnerabilities and build members' capacities to respond
- design and deliver programs funded by members build specific capability or support policy objectives
- drive good governance and engagement and active management of the APG's policy environment
- actively manage the Secretariat's talent, finances, risks, and technical capabilities

What will you do?

With its broad menu of enterprise and operational deliverables, the Secretariat offers a rewarding environment for Deputy Directors that:

- are committed to improving global and regional safety and integrity
- enjoy leading diverse teams on complex and sustained tasks
- embrace diversity in thinking, approaches and policy, especially in international partners
- can use an analytical and practical mindset to drive positive change
- actively balance immediate demands with strategic opportunities
- can mentor and uplift their peers and subordinates

On a day-to-day basis, among other things, you may be involved in or lead:

- the active management of a team and its deliverables across team members
- the preparations for and the delivery of elements of mutual evaluations, including travelling internationally
- training or major engagement events and workshops
- preparing briefings for and being involved in significant international plenaries and forums
- reviews of policy and standards, and their interpretation and application
- development of analytical products and reports
- the development and management of program plans and benefits frameworks
- work on enterprise plans, HR frameworks, budgets, and capability roadmaps
- reform projects that improve the Secretariat's governance and efficiency
- contributions to the Secretariat's business intelligence capabilities

You can find more details on specific roles in the [Candidate Information Pack](#)

Eligibility

Essential Requirements

- NV1 Security Clearance (or ability to obtain one)
- High standard of written and verbal communication skills
- Advanced analytical skills and demonstrated ability to apply strategic thinking
- Demonstrated ability to lead a team and foster positive team culture (if applicable to the Directorate)

- Relevant qualifications and/or technical expertise
- Ability to undertake international travel (including the associated medical clearance)

Desirable Requirements

You will benefit from previous experience working with:

- international partners or institutions, or in the international policy environment
- FATF technical standards and mutual evaluation processes

Notes

- This role is an AFP Band 7 level
- This role is located in ACT and or NSW and applicants are expected to be based in either location for the role, or relocate at own expense.

Commitment to Diversity and Inclusion

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

About the Australian Federal Police

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

To Apply

Position Contact	Michelle Harwood, +61251266048
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15534/

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

Attorney-General's

Vacancy VN-0765294

Australian Federal Police

Closing Date: Monday 08 December 2025

Job Title	Policy Officer, Various Directorates - APG
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$99,285 - \$107,559
Future Merit Locations	Canberra, Sydney
Office Arrangement	On Site
Office Arrangement Details	Onsite with WFH options
Classification	APS Level 5
Position Number	15535
Agency Website	https://careers.afp.gov.au

Job Description

<https://careers.afp.gov.au/job-invite/15535/>

The Asia/Pacific Group on Money Laundering (APG)

Officially established in 1997, the Asia/Pacific Group on Money Laundering (APG) is an inter-governmental arrangement between over 40 jurisdictions, that works to ensure its members effectively implement the international standards against money laundering (AML), terrorist financing (CTF), and proliferation financing related to weapons of mass destruction.

The APG collaborates with the Financial Action Task Force (FATF), other FATF-Style Regional Bodies (FSRBs), and a range of international stakeholders to deliver a program of work that spans:

- mutual evaluations of member's implementation of standards (including training, planning, delivery, and follow-up)
- coordination and delivery of technical assistance to uplift compliance and capabilities
- research and reporting around identified and emerging risks
- engaging internationally in the policy and management of the FATF international standards

As the largest FSRB, the APG is supported by a Secretariat hosted by the AFP and reporting to AFP Deputy Commissioner Crime (as the APG Co-Chair). The Secretariat operates primarily from two AFP offices – Sydney and Canberra – with employees engaged under the [AFP employment frameworks](#) to:

- manage the delivery of the APG's program of work
- deliver additional programs of work related to specific voluntary contributions
- coordinate engagement across the APG membership and with key stakeholders
- deliver the enabling services to support service delivery and coordination with the AFP

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

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

Duties

The APG recently began a new round of member evaluations, which must be delivered at an unprecedented tempo. The Secretariat has been working to respond to the shifts in its operating environment by realigning and reforming its operating model, structure, and capabilities.

To meet these new demands, the Secretariat is establishing a talent pool to address current, anticipated, and potential vacancies in team and technical leadership roles across any of its Directorates.

The talent and capabilities of Team Members are integral to successfully deliver the Secretariat's work to the APG membership. Under the leadership of the Directorates, the Team Member roles:

- support the capability of APG members to collaborate in mutual evaluations of members' frameworks
- collaborate with stakeholders to coordinate and deliver the mutual evaluation schedule
- support follow up processes following members' mutual evaluations
- identify and respond to insights in money laundering vulnerabilities and build members' capacities to respond
- contribute to the design and delivery of programs funded by members to build specific capability or support policy objectives
- contribute to good governance and engagement and active management of the APG's policy environment
- contribute to the management of the Secretariat's talent, finances, risks, and technical capabilities

What will you do?

With its broad menu of enterprise and operational deliverables, the Secretariat offers a rewarding environment for Team Members that:

- are committed to improving global and regional safety and integrity
- enjoy working on complex and sustained tasks
- embrace diversity in thinking, approaches and policy, especially in international partners
- can use an analytical and practical mindset to contribute to positive change
- actively manage and communicate competing work priorities
- contribute to a positive team environment

On a day-to-day basis, among other things, you may be involved in:

- the preparations for and the delivery of elements of mutual evaluations, including travelling internationally
- training or major engagement events and workshops
- preparing briefings for and being involved in significant international plenaries and forums
- reviews of policy and standards, and their interpretation and application
- development of analytical products and reports
- the development and management of program plans and benefits frameworks
- work on enterprise plans, HR frameworks, budgets, and capability roadmaps
- reform projects that improve the Secretariat's governance and efficiency
- contributions to the Secretariat's business intelligence capabilities

You can find more details on specific roles in the [Candidate Information Pack](#)

Eligibility

Essential Requirements

- NV1 Security Clearance (or ability to obtain one)
- High standard of written and verbal communication skills
- Advanced analytical skills and demonstrated ability to apply strategic thinking
- Relevant qualifications and/or experience

It is important that applicants also note that many roles in the Secretariat will involve international travel and this will necessitate short-term or ongoing medical clearances (supported by medical processes).

This is a mandatory requirement for roles involved in the management and delivery of mutual evaluations (as identified in the Candidate Information Pack).

Desirable Requirements

You will benefit from previous experience working with:

- international partners or institutions, or in the international policy environment
- FATF technical standards and mutual evaluation processes

Notes

- This role is an AFP Band 5 level
- This role is located in ACT and NSW and applicants are expected to be based in ACT or NSW to complete the role, or relocate at own expense.

Commitment to Diversity and Inclusion

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

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To Apply

Position Contact	Chris Ely, 02 5126 6701
Agency Recruitment Site	https://careers.afp.gov.au/job-invite/15535/

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Attorney-General's

Vacancy VN-0765290

National Anti-Corruption Commission

Closing Date:Monday 08 December 2025

Enabling Services

Job Title	Assistant Director Inclusion and Capability
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$118,549 - \$144,065
Future Merit Locations	Brisbane, Melbourne, Sydney, Perth, Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	106_10/25
Agency Website	https://nacc.gov.au/

Job Description

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

Working with us

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

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

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

About the Role

The Assistant Director Inclusion and Capability will report to and work closely with the Director People Team to deliver key learning and development programs while supporting an inclusive culture to ensure the NACC delivers its goals.

Working under limited direction, the Assistant Director Inclusion and Capability will provide advice on various aspects of capability building, assist with the drafting and implementation of a new Inclusion Program and manage all aspects of procurement and contract management of learning and inclusion programs.

Duties

The successful candidate will work under the general direction of the Director People.

Key activities of this position include:

- Lead and support the development and ongoing implementation of a new NACC Inclusion program covering Australian Government strategies for First Nations Peoples, disability and gender initiatives.
- Lead and support the development and ongoing implementation of a NACC Reconciliation Action Plan.
- Support employees and managers to advise on and implement workplace adjustments as required.
- Lead the implementation of key capability policies and programs including induction, essential learning, studies assistance and the Rewards and Recognition Program.

- Provide best practice and contemporary advice and support to staff and managers on capability and career management to support organisational performance.
- Manage the procurement of inclusion and capability programs in accordance with Whole of Australian Government policies and procurement rules.
- Manage the central capability budget to produce equitable outcomes across the NACC.
- Represent the Branch and the NACC at internal and external forums.
- Demonstrate leadership in fostering an inclusive and learning workplace culture.

The NACC is a small agency. In addition to these activities, from time to time you may be asked to undertake tasks that are outside your usual span of duties but that are within the range of your capabilities. Supporting one another in this way provides opportunities for exposure across the agency and is an integral part of the NACC's positive workplace culture.

Eligibility

Employment with the National Anti-Corruption Commission (NACC) is subject to the following conditions:

- **Citizenship** – Applicants must be an Australian Citizen.
- **Security Clearance** – This is a Designated Security Assessment Position (DSAP). The occupant of this position must obtain and retain an AGSVA security clearance to Negative Vetting 1.
- **Suitability assessment** – The NACC must be satisfied that successful applicants are of suitable character. They must undergo a rigorous pre-employment suitability screening process that can be intrusive in nature including (but not limited to) detailed background, character, employment, police, and financial checks.
- **Probation** - A probation period will apply to any new ongoing engagement to the Australian Public Service.

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

Notes

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

About the National Anti-Corruption Commission

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

To Apply

Position Contact	Bronwyn, (02) 6203 8068
Agency Recruitment Site	https://nacc.nga.net.au/

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Defence

Vacancy VN-0765123

Department of Defence

Closing Date:Monday 08 December 2025

Defence Digital Group
Enterprise Systems

Job Title	ICT Project Costing Partner
Job Type	Full-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Laverton VIC, Melbourne VIC, Perth WA, Sydney NSW, Townsville QLD
Salary	\$120,303 - \$135,701
Future Merit Locations	Adelaide, Brisbane, Canberra, Darwin, Laverton, Melbourne, Perth, Sydney, Townsville
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	DDG/07200/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=D54AC3A1-F6B1-3790-DFA8-E463C257DA86>

Duties

The Role

Defence Digital Group (DDG) is seeking an experienced ICT Costing Partner to assist our project managers to ensure costings for our ICT projects underpin sound business cases, assist in strategic decision-making and value-for-money outcomes and meet the need to build Defence ICT capability. Our ICT Costing Partner will operate in a dynamic environment where strategic priorities and competing demands require you to balance accuracy, timeliness, and stakeholder expectations.

You will (with consultation with our project managers) and using your ICT project management experience:

- Draft cost models through end-to-end project cost estimates initiation phase and adjust through project life cycle.
- Prepare financial documentation and reporting for various Defence and Government processes.
- Undertake cost assurance and review activities as needed through deep dives.
- Provide financial input for contract change proposals, escalation calculations, and budget establishment.

Support the establishment and professionalisation of cost estimation practices across DDG and contribute to the development of a Cost Estimation Framework, common standards, and exemplars.

About our Team

The Defence Digital Group (DDG) operates to generate and sustain digital capabilities and effects in order to defend Australia and its national interests. Its vision is a secure, integrated and scalable information and communications environment able to fight and win in the digital age. As part of DDG, the Digital Capability Division and Military Systems and Enterprise Systems Divisions' plan, deliver and enhance ICT capabilities that meet Defence's needs and ensure Defence is ready to fight and win in the digital age. The Chapter Lead Cost will work alongside other Chapter Leads in the Program Management Office Branch to deliver capability within the Military and Enterprise Systems Divisions.

The Program Management Office increases productivity by:

- Building
- Matching our resources with the right skills to the right work at the right
- Continually improving how we work so that outcomes are consistently delivered on time, within budget and to-scope.

We commit to providing additional professionalisation for the right candidates so you can continue to grow and develop your career. We will also provide mentorship and coaching to ensure you reach your potential.

Our Ideal Candidate

To be successful in this role you will demonstrate:

- Proven track record of assisting in costing activities for business cases for ICT projects with hands-on experience in project cost estimation methodologies, tools, and models, ideally applied to ICT transformation.
- Understanding of project management methodologies such as SaFE, waterfall and PRINCE2.
- Critical and analytical skills, able to assess complex information, challenge assumptions, and develop evidence-based insights that strengthen business cases and investment decisions.
- Strong stakeholder engagement and communication skills, with the ability to influence, build trust, manage relationships with senior leaders, delivery partners, and finance specialists.
- Ability to navigate competing priorities, delivering high-quality outcomes within tight
- A collaborative mindset and willingness to contribute to building a new, high-performing professional chapter in cost estimation.

Your chapter will provide you with professional development and peer support to ensure your continual growth in the Cost Estimation career and of your general APS/ICT skills.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

The Department of Defence employs around 18,000 Australian Public Service (APS) employees. Defence APS employees work in a wide variety of critical roles, Australia wide, enabling our three services Navy, Army and Air Force, to do their job. Defence has a range of Australian Public Service (APS) career opportunities that offer interesting, challenging, and unique work. Our workforce

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

To Apply

Position Contact	DDG recruitment, ddg.recruitment@defence.gov.au
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D54AC3A1-F6B1-3790-DFA8-E463C257DA86

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Defence

Vacancy VN-0765128

Department of Defence

Closing Date: Monday 15 December 2025

Defence Finance Group
Budget & Financial Services

Job Title	Category Manager
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Sydney NSW
Salary	\$95,187 - \$108,734
Future Merit Locations	Canberra, Sydney
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	DFG/08913/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=4309947E-FDA5-E9DE-1D4C-E463C2709395>

Duties

The Role

An exciting opportunity exists for a high-performing commercially savvy individual who is passionate about achieving excellent outcomes for Defence to join the Strategic Market Management team within the External Workforce Reform (EWR) branch.

You will build understanding of the professional services category, services delivered, and the commercial issues facing users across Defence. You will make an ongoing contribution to the strategy for the category.

The Strategic Market Management team helps Defence to be an effective user of the services provided by the firms. The category management team will review and advise Defence users on their use of the market. You will be engaged to refine project scope so that well-defined needs and clear requirements are incorporated in appropriate approaches to market.

Our vision is to make Defence the best user of consulting support in Government. The market intelligence you gather on suppliers and their performance for Defence will guide approaches to

market. Contributing artefacts to the knowledge bank will ensure that colleagues have access to insights on the market and detailed examples of best practices.

You will be motivated by a passion for public outcomes and a respect for the value that external workforce provides when we partner with them well. You will record and have access to detailed information about suppliers, their services, and Defence experience using them. You will provide well researched advice to business areas when they are seeking to engage the market.

As you will be working at the junction between Defence and market you will maintain the highest standards of integrity and demonstrate the APS and Defence values in everything you do.

About our Team

The EWR branch was established to embed an enduring change to the way Defence interacts with and utilises the external workforce. The team has a broad agenda focused on building a culture that ensures contracted support is only used where it provides the best value for the Australian taxpayer.

The team will be pivotal in enabling Defence to achieve the transformational change required to deliver the agenda outlined in the National Defence Strategy.

Through the External Workforce Reform Action Plan, the team are extending the work started in March 2023 across all parts of the external workforce. Built on three pillars of effort; the External Workforce Hub, Australian Defence Consulting, and Strategic Market Management, the goal is to ensure Defence can deploy the right resources at the right time to deliver its mission sustainably and with maximum effect.

Defence is the largest user of consulting firms and consulting support in the Commonwealth. We account for around 70% of the Federal Government use of consulting firms. They are an integral part of the external workforce that supports Defence to deliver its mission.

Our Ideal Candidate

EWR Branch prides itself on a positive, collaborative, and supportive workplace culture. For us it is all about the team, and we want people who are keen to be part of the culture we have created.

You will be a member of a small team and have relationships with colleagues within the EWR branch and across Defence. Our ideal candidate will be team-orientated, with strong relationship building skills.

To be successful in the role you will:

- Have strong communication and engagement skills, and a track record as an effective team member building and sustaining relationship with colleagues and suppliers;
- Be proactive and have a 'can do' attitude when working through a range of activities in a fast paced environment with competing priorities;
- Have research, analytic, and writing skills to build and convey deep understanding of supplier approaches;
- Demonstrate empathy, maturity and discretion when dealing with complex situations; and
- Have a passion and commitment for Defence's mission and outcomes, with the integrity and professionalism to uphold APS and Defence Values and Behaviours.

Eligibility

Security Clearance

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Ian Dyson, 0408 114 870
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=4309947E-FDA5-E9DE-1D4C-E463C2709395

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Defence

Vacancy VN-0765135

Department of Defence

Closing Date:Monday 08 December 2025

Security and Estate Group
Service Delivery Division

Job Title	Base Support Officer
Job Type	Full-Time, Ongoing
Location	Fishermans Bend VIC
Salary	\$79,176 - \$86,438
Future Merit Locations	Fishermans Bend
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 4
Position Number	SEG/07811/25
Agency Website	

Job Description

<https://defencecareers.nga.net.au/?jati=2C1DDAAE-46CE-6950-C48F-E463C379C552>

Duties

The Role

As the APS Level 4 - Base Support Officer, you will work closely with both internal and external stakeholders to ensure essential services are delivered and that our Defence Bases and office environments are maintained to a high standard.

You will design and recommend solutions, recommending appropriate management strategies to whole of base operational and service delivery issues.

You will exercise both initiative and judgement in the interpretation of policy and in the application of practices and procedures.

This role will suit you if:

- You are customer focused – able to hear the voice of the customer and drive improvements in service delivery.
- You are positive, optimistic and willing to 'go that extra step'.
- You have the confidence to engage with stakeholders at various levels and in different forums.
- You are interested in self-improvement and developing your communication and interpersonal skills.
- You have demonstrated ability to 'think on your feet', consider options and initiate appropriate action.
- You are a 'team player'

About our Team

Security and Estate Group, Directorate Service Delivery, South East Zone is seeking to fill a position at the APS 4 level. The Directorate of Service Delivery in the South East Zone is responsible for the operational performance and issue management to support services delivered across Southern NSW, Victoria and Tasmania.

These services include, but are not limited to, Estate and Building Maintenance; Project Delivery Support; Land, Environment and Heritage Management; Accommodation and Housing; Transport; Waste Management; Hospitality and Catering; Cleaning; Sport and Recreation; Safety, Security and Emergency Management.

Our Ideal Candidate

The Service Delivery Division prides itself on its positive, collaborative, and supportive workplace culture. For us, it is all about the team and we want people who want to be a part of the culture we have created. Our ideal candidate will enjoy working in a dynamic workplace on a wide variety of tasks.

You will demonstrate the following characteristics:

- A customer centric approach to service delivery.
- Resilience, personal drive and a focus on enabling others in support of Defence capability.
- An ability to manage competing priorities and meet deadlines.
- A flexible approach while maintaining attention to detail within a dynamic environment.
- Outcome focused.
- Sound verbal, written and negotiation skills.

- Willingness to learn and be challenged.
- Initiative and sound judgement in the interpretation and operational application of policy.

If you are looking for a position where you will be out and about, engaging with various stakeholders and you enjoy coming to work where no two days are the same then we recommend you engage with the contact officer and discuss further.

Eligibility

Security Clearance:

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

Notes

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

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To Apply

Position Contact	Christine Cavanagh, 0418 939 343
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=2C1DDAAE-46CE-6950-C48F-E463C379C552

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Department of Defence

Closing Date: Monday 08 December 2025

Joint Capabilities Group
Cyber Operations Division

Job Title	ICT Enterprise Architect
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Laverton VIC
Salary	\$139,681 - \$167,659
Future Merit Locations	Canberra, Laverton
Office Arrangement	Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 2
Position Number	JCG/07744/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=6ADE3D33-7980-976B-CA9E-E46474FD99D5>

Duties

The Role

An EL 2 ICT Enterprise Architect operates with significant independence, leading complex enterprise architecture initiatives within Defence. They possess deep expertise in legislative frameworks, government processes, and Defence policies, using this knowledge to shape strategies, policies, and operational practices. The role involves providing strategic advice to senior stakeholders and managing work with political and operational significance. As a leader, they oversee human and physical resources, set strategic direction, and drive team performance through coaching and development. They are responsible for aligning work with Defence's strategic objectives and fostering continuous improvement. With extensive technical and professional knowledge, they translate ICT methodologies into actionable strategies and collaborate across functional areas. Strong stakeholder engagement is essential, with a focus on building relationships and achieving shared outcomes. The position includes people management responsibilities, requiring the ability to lead a high-performing, cohesive team.

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

About our Team

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

JCG is a multi-domain Group comprising of Space, Cyber and the Defence Networks, and delivering Military Strategic Effects and Logistics for the Defence Enterprise.

Cyber Operations Division (COD) is responsible for the integration, operation, management and security of Defence's global strategic communications capability that enable military operations and support Defence business. COD is also responsible at the strategic level to the Chief of Defence Force and Chief of Joint Operations for advice and technical control for the Command, Control, Communications and Cyber security in support of ADF Operations.

Our Ideal Candidate

An EL 2 ICT Enterprise Architect in Defence leads strategic enterprise architecture initiatives, ensuring integration across Defence and its partners. They manage teams by setting clear expectations, guiding development, and fostering collaboration. The role involves overseeing resources, prioritising work, and evaluating outcomes. Architects direct enterprise-wide architecture and strategy development to support Defence's strategic goals, using market insights to assess risks and benefits. They contribute to project planning and act as a key liaison between senior leadership and staff. The position requires anticipating organisational change, resolving conflicts, and promoting cooperative behaviour. They analyse complex enterprise issues, applying architectural expertise to recommend solutions and ensure alignment between business strategies, transformation activities, and technology directions. Their work has strategic significance and demands high-level judgement, leadership, and communication skills.

Eligibility

Security Clearance:

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

Notes

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

About the Department of Defence

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

To Apply

Position Contact	Christie Boyd, 03 9269 5643
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=6ADE3D33-7980-976B-CA9E-E46474FD99D5

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Defence

Vacancy VN-0765242

Department of Defence

Closing Date:Monday 08 December 2025

Defence Intelligence Group
Intelligence Capability Division

Job Title	Test and Evaluation Manager
Job Type	Full-Time, Ongoing
Location	Brindabella Business Park ACT
Salary	\$120,303 - \$135,701
Future Merit Locations	Brindabella Business Park
Office Arrangement	On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	Executive Level 1
Position Number	DIG/09147/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=97402A65-E5E0-AE50-E282-E4643846F945>

Duties

The Role

Defence Intelligence Group (DIG) and Defence's Cyber Domain are seeking experienced Test and Evaluation (T&E) practitioners and project managers with experience obtaining, analysing and presenting evidence.

Successful candidates will possess an analytical mindset, excellent communication skills and the ability to evaluate test and capability development documents to provide leadership and direction for intelligence capability and cyber domain projects.

The T&E manager will be responsible for:

- Managing the development and implementation of program and project T&E documentation.
- Leading a small team of APS, ADF and contracted personnel to develop and manage Operational T&E (OT&E) programs.
- Allocating resources to develop and execute strategies and evaluate test requirements.
- Stewardship of Standard Operating Procedures (SOPs) to ensure they remain fit for purpose for appropriate T&E management and consistent with broader Defence policies.

- The role will be required to draw on technical and managerial expertise to lead, plan and guide the work of the personnel under their remit.

Minimum Negative Vetting 1, with the expectation that a Positive Vetting security clearance is obtained after commencement is required for DIG staff. Cyber Domain staff will need a minimum of Negative Vetting 2 or Positive Vetting.

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

About our Team

Intelligence Capability Division (ICD) manage and coordinate intelligence enterprise capability and support functions on behalf of the Chief of Defence Intelligence. The mission is to deliver integrated enterprise intelligence capability, including the management and development of the intelligence workforce.

Intelligence Capability Portfolio Support (ICPS) within ICD provides centralised guidance and support across the Intelligence Capability Division projects to ensure success through alignment with Defence priorities and the One Defence Capability System.

The T&E team, within ICPS, are responsible for the development and coordination of DIG's T&E program and assure, plan, conduct and support T&E activities to provide objective quality evidence in order to support capability milestones. This position is based at Brindabella Business Park, ACT.

Our Ideal Candidate

Our ideal candidate will:

- Possess excellent communication skills and have experience writing briefs, reports, managing meetings and providing verbal updates to senior stakeholders.
- Exercise a considerable degree of independence and perform a leadership role. They will demonstrate sound decision-making and judgement to provide expert T&E advice.
- Have knowledge and experience in the planning, conduct and reporting of T&E activities (or transferable experience in obtaining, analysing and presenting evidence) in support of capability milestone declarations.
- Analyse and evaluate capability development documents, and a variety of test reports, in order to advise senior leaders on capability states and capability risks.

- Be able to provide strategic direction and clearly articulate goals to achieve program, project and product objectives in accordance with Defence policies and procedures.
- Work collaboratively to provide innovative, outcome-focused solutions and develop and implement plans and processes.
- Actively manage internal and external stakeholder relationships and collaborate closely with other T&E staff across Defence.
- Exercise good people management skills to lead a high performing and cohesive team.

Eligibility

Security Clearance:

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

Notes

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

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	Contact Name Withheld, 02 5108 8265
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=97402A65-E5E0-AE50-E282-E4643846F945

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**Australian Transaction Reports and Analysis Centre
(AUSTRAC)**

Closing Date: Sunday 07 December 2025

Data
Data Strategy and Collections

Job Title	Officer, Transaction Data
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD, Haymarket NSW, Docklands VIC
Salary	\$80,608 - \$89,323
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible; Hybrid
Office Arrangement Details	Flexible work arrangements will be discussed on commencement.
Classification	APS Level 4
Position Number	Several
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC, Australia's financial intelligence agency and anti-money laundering and terrorism financing regulator, is undergoing a significant transformation to enhance its role in combating money laundering and terrorism financing.

AUSTRAC has entered an exciting phase of growth and maturity, driven by the implementation of critical AML/CTF legislative reforms. We are driving several initiatives to support our evolving needs and to continue driving our mission of fighting financial crime.

The Transaction Data team is focused on improving the utility of transaction reports by working with reporting entities to improve the data quality of their reporting.

The Officer, Transaction Data is a key member of the Transaction Data team within the Data Strategy and Collection branch. This role will work closely with the Team Leader and Manager to provide specialised administration support to the team.

What are we looking for

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

- Understanding of relevant information - Familiarity with and understanding of, or the ability to rapidly acquire an understanding of, the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth).
- Provision of administrative assistance - Ability to assist with a wide range of administrative tasks related to meeting AUSTRAC's obligations and team priorities.
- Plan and Organise - Contributes to planning own and team work targets and deadlines, identifying more and less critical activities and operating accordingly, setting priorities and monitoring work-flow to achieve workplace goals in set timeframes.
- Communicates Effectively - Communicates clearly, concisely and unambiguously, explaining ideas thoroughly and concisely, tailoring communications to audience and circumstances and ensuring common understanding of issues while encouraging discussion and checking audience understanding.

For more information about the role and the capabilities where looking for, please refer to the Candidate Pack on the AUSTRAC Careers Page

Duties

The Officer, Transaction Data under general supervision is responsible for:

- Co-ordinating day-to-day administrative activities for the Transaction Data team, including liaising with stakeholders to support the functioning of the team to ensure priorities and objectives are met.
- Develop draft procedures and systems and identify opportunities to improve business processes to achieve best practice for the team.
- Under general direction perform research and prepare statistical reports.
- Investigate and manage routine enquiries/cases and provide assistance on moderately complex matters related to the data quality or integrity of either transaction reports or cross-border movement holdings.
- Under general direction, follow established procedures in support of the manual processing of received hardcopy transaction report or cross-border movement forms.

Eligibility

To be eligible for this role you:

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

Notes

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

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

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

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

To Apply

Position Contact	Mitchell, 07 3838 0119
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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**Australian Transaction Reports and Analysis Centre
(AUSTRAC)**

Closing Date: Sunday 07 December 2025

Data
Data Strategy and Collections

Job Title	Officer, Transaction Data - Affirmative Measures First Nations
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD, Haymarket NSW, Docklands VIC
Salary	\$80,608 - \$89,323
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible; Hybrid
Office Arrangement Details	Flexible work arrangements will be discussed on commencement.
Classification	APS Level 4
Position Number	Several
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC, Australia's financial intelligence agency and anti-money laundering and terrorism financing regulator, is undergoing a significant transformation to enhance its role in combating money laundering and terrorism financing.

AUSTRAC has entered an exciting phase of growth and maturity, driven by the implementation of critical AML/CTF legislative reforms. We are driving several initiatives to support our evolving needs and to continue driving our mission of fighting financial crime.

The Transaction Data team is focused on improving the utility of transaction reports by working with reporting entities to improve the data quality of their reporting.

The Officer, Transaction Data is a key member of the Transaction Data team within the Data Strategy and Collection branch. This role will work closely with the Team Leader and Manager to provide specialised administration support to the team.

What are we looking for

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

- Understanding of relevant information - Familiarity with and understanding of, or the ability to rapidly acquire an understanding of, the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth).
- Provision of administrative assistance - Ability to assist with a wide range of administrative tasks related to meeting AUSTRAC's obligations and team priorities.
- Plan and Organise - Contributes to planning own and team work targets and deadlines, identifying more and less critical activities and operating accordingly, setting priorities and monitoring work-flow to achieve workplace goals in set timeframes.
- Communicates Effectively - Communicates clearly, concisely and unambiguously, explaining ideas thoroughly and concisely, tailoring communications to audience and circumstances and ensuring common understanding of issues while encouraging discussion and checking audience understanding.

For more information about the role and the capabilities we're looking for, please refer to the Candidate Pack on the AUSTRAC Careers Page

Duties

The Officer, Transaction Data under general supervision is responsible for:

- Co-ordinating day-to-day administrative activities for the Transaction Data team, including liaising with stakeholders to support the functioning of the team to ensure priorities and objectives are met.
- Develop draft procedures and systems and identify opportunities to improve business processes to achieve best practice for the team.
- Under general direction perform research and prepare statistical reports.
- Investigate and manage routine enquiries/cases and provide assistance on moderately complex matters related to the data quality or integrity of either transaction reports or cross-border movement holdings.
- Under general direction, follow established procedures in support of the manual processing of received hardcopy transaction report or cross-border movement forms.

Eligibility

To be eligible for this role you:

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

Notes

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

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

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

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

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

To Apply

Position Contact	Mitchell, 07 3838 0119
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Home Affairs

Vacancy VN-0765233

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 07 December 2025

Data
Data Strategy and Collections

Job Title	Officer, Transaction Data - Affirmative Measures Disability
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Brisbane QLD, Haymarket NSW, Docklands VIC
Salary	\$80,608 - \$89,323
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible; Hybrid
Office Arrangement Details	Flexible work arrangements will be discussed on commencement.
Classification	APS Level 4
Position Number	Several
Agency Website	https://www.austrac.gov.au/

Job Description

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

About the opportunity

AUSTRAC, Australia's financial intelligence agency and anti-money laundering and terrorism financing regulator, is undergoing a significant transformation to enhance its role in combating money laundering and terrorism financing.

AUSTRAC has entered an exciting phase of growth and maturity, driven by the implementation of critical AML/CTF legislative reforms. We are driving several initiatives to support our evolving needs and to continue driving our mission of fighting financial crime.

The Transaction Data team is focused on improving the utility of transaction reports by working with reporting entities to improve the data quality of their reporting.

The Officer, Transaction Data is a key member of the Transaction Data team within the Data Strategy and Collection branch. This role will work closely with the Team Leader and Manager to provide specialised administration support to the team.

What are we looking for

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

- Understanding of relevant information - Familiarity with and understanding of, or the ability to rapidly acquire an understanding of, the Anti-Money Laundering and Counter-Terrorism Financing Act 2006 (Cth).
- Provision of administrative assistance - Ability to assist with a wide range of administrative tasks related to meeting AUSTRAC's obligations and team priorities.
- Plan and Organise - Contributes to planning own and team work targets and deadlines, identifying more and less critical activities and operating accordingly, setting priorities and monitoring work-flow to achieve workplace goals in set timeframes.
- Communicates Effectively - Communicates clearly, concisely and unambiguously, explaining ideas thoroughly and concisely, tailoring communications to audience and circumstances and ensuring common understanding of issues while encouraging discussion and checking audience understanding.

For more information about the role and the capabilities where looking for, please refer to the Candidate Pack on the AUSTRAC Careers Page

Duties

The Officer, Transaction Data under general supervision is responsible for:

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- Under general direction, follow established procedures in support of the manual processing of received hardcopy transaction report or cross-border movement forms.

Eligibility

To be eligible for this role you:

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

Notes

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

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

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

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

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To Apply

Position Contact	Mitchell, 07 3838 0119
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

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Industry, Science, Energy and
Resources

Vacancy VN-0765251

Department of Industry, Science and Resources
(DISR)

Closing Date:Monday 15 December 2025

Chief Information Officer
ICT Operations

Job Title	Team Leader, Executive Level 1, Chief Information Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT
Salary	\$122,235 - \$129,811
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 1
Position Number	2048_11/25
Agency Website	https://www.industry.gov.au/

Job Description

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

About the department

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

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

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

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

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

About the team

The Division

The Chief Information Officer (CIO) Division is an exciting, fast-paced division that drives the digital agenda for the Department of Industry, Science and Resources. Leading the delivery of the department's digital offerings, the CIO Division partners with business areas and stakeholders to:

- Realise the digital policy objectives of the Department.
- Define the Departments digital landscape.
- Drive the innovation and transformation of its IT services.

The Branch

The ICT Operations Branch is one of 4 branches within the CIO Division and is responsible for the management and deployment of all ICT services to support the running of the organisation.

The Section

Our End User Services (EUS) Level 3 team is responsible for the advanced management, support, and continuous improvement of our end-user computing environment. We don't just keep the lights on, we engineer, administer, and troubleshoot the systems and technologies that enable thousands of staff to work productively and securely, whether in the office or remotely.

Our responsibilities span a variety of areas, specialising in full lifecycle management of following core functions, and associated technologies:

- Device management and endpoint security (Intune, SCCM, Group Policy, Conditional Access, iOS/Android MDM/MAM).
- Application packaging, deployment, and lifecycle management (App-V, Patch My PC, Software Centre, Intune).
- Communication and collaboration platform administration (Exchange Online/On-Prem, Enterprise Vault, Janusseau, MPIP, Microsoft Teams, M365 Office suite, OneDrive, Evoko).
- Incident response, technical support, and troubleshooting for escalated issues.
- Remote access enablement and support (Always On VPN, Citrix NetScaler, Citrix Virtual Apps and Desktop).
- Security component management (BitLocker, Windows Hello for Business, Client support only - MS Defender, Netskope, Airlock Digital).
- Standard Operating Environment management and compliance (Windows 10/11, SOE builds).
- Vulnerability management and cyber security compliance (Essential 8, PSPF, ISM, reporting dashboards, compliance frameworks, patching).

Our team uses a matrix-style team structure with a manager, assistant manager, two team leaders, and multiple EUC Engineers, where work is owned by the entire section. The leadership cohort oversee and allocate delivery collectively, aiming to prevent siloing, allowing flexible allocation of tasks, ensuring balanced workloads, and strengthening collaboration and resilience across the team.

The opportunity

In this role, you will join a high-performing leadership team who are responsible for the section's day-to-day operations and deliverables. You'll have direct reports, but responsibilities are shared across all technologies, no silos, giving you the chance to broaden your experience and influence outcomes across the entire end user environment.

We are looking for strong leaders who want to make a difference, shape the future of workplace technology, and enhancing the department's most valuable digital assets.

If you thrive on complexity and impact, you'll find your place here.

What's in it for you?

Lead meaningful change: Guide the team through the delivery of critical digital services, supporting the department's evolving needs. You'll be at the forefront of delivery management, helping to prioritise work, support the team to solve complex problems, and ensure the team's efforts align with strategic goals.

Diverse, dynamic work: No 2 days are the same. You'll manage shifting priorities, respond to new challenges, and help your team adapt to a constantly changing digital landscape, keeping the work fresh and rewarding.

Our ideal candidate

We're looking for a capable and confident leader who brings a blend of delivery and strong stakeholder engagement. You'll be someone who thrives in a collaborative environment and is passionate about supporting others to succeed.

Our ideal candidate will bring:

- Proven experience in leading, coaching, and developing technical teams, fostering a positive, high-performing culture.
- Extensive experience in delivery management, including planning, prioritisation, resource allocation, and driving outcomes in complex environments.
- Demonstrated ability to work autonomously and a strong commitment to working harmoniously within a team to achieve high quality outcomes.
- Ability to learn or interpret new content, such as new policy or guidance released for ICT administrators.
- Excellent oral and written communication skills, with a strong attention to detail.
- Exceptional stakeholder management skills, with the ability to build positive relationships, influence decisions and exercising sound judgement.

Duties

Operating in accordance with the Australian Public Service Commission's Work Level Standards (WLS) and Integrated Leadership System (ILS), as an EL1 Team Leader, you will:

- Provide leadership and direction to a geographically dispersed team, setting expectations, assuring quality, and managing risks with a high degree of independence.
- Manage people and performance by fostering a positive, inclusive culture, supporting wellbeing, and developing capability through coaching and feedback.
- Plan and coordinate team delivery by prioritising tasks, allocating resources effectively, and ensuring timely completion of work to meet objectives.
- Drive continuous improvement by leveraging data and stakeholder feedback to enhance processes and service delivery.
- Regularly facilitate discussions, forming consensus on key decisions and approaches, whilst exercising sound judgement to make decisions on complex issues.
- Represent your team in governance forums, including Architectural Review Board, Change Advisory Board, Problem and Incident Management, ticket system review, cross divisional boards for ICT and more.
- Communicate with clarity and impact, tailoring advice and reporting to diverse audiences (technical, non-technical and Executive) to support comprehension and delivery objectives.

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

Desirable:

Experience in a similar role within a technical team, or technical knowledge in 1 or more of the core functions of the team.

Additional notes:

This vacancy is ACT - Canberra Industry House based, although flexible working is available, and remote arrangements may be considered.

You may be required for on-call work or assistance in management of priority incidents from systems or applications we own.

We encourage you to apply even if you do not meet every requirement listed. We value diverse experiences and perspectives, and the best candidate may come from a less traditional background. If you are interested in the role, please consider applying.

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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

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

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

To Apply

Position Contact	Lauren O'Meley, 0475171477
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

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Industry, Science, Energy and
Resources

Vacancy VN-0765254

Job Title	Physical Security Advisor
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$86,631 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 5
Position Number	1985_10/25
Agency Website	https://www.industry.gov.au/

Job Description

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

About the department

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

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

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

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

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

About the team

The Protective Security section is part of the Integrity Branch within the Chief Counsel & Integrity Division. Our goal is to enable the Department to achieve its objectives lawfully and with integrity. The Integrity Branch plays a critical role in building and maintaining the department's pro-integrity culture. The Branch is responsible for the development and delivery of strategies for Protective Security, Probity, Fraud and Corruption, and Risk and Integrity Strategy. The Physical Security Team ensures the effective day-to-day management of security across all DISR properties.

The opportunity

This role is an excellent opportunity to contribute to enhancing the department's security posture. You will support the department to 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?

The position of Physical Security Advisor will primarily focus on Physical Security, but the Protective Security Section also manage Personnel Security, Information Security, Security Strategy and Response functions. You will be exposed to all elements of Security with the ongoing support from the broader Security Team. This role will provide opportunities to develop and apply subject matter expertise in Security (including working with the National Intelligence Community).

Our ideal candidate

We are seeking a talented professional to perform the role of APS5 Physical Security Advisor, within DISR's head office located in Industry House in Canberra.

Our ideal candidate will have:

- A strong sense of ethics and responsibility to protect the Departments People, Information and Assets.
- Strong written and verbal communication skills, with the ability to effectively communicate with team members and stakeholders.
- Demonstrated sound judgement in an environment of complex and competing priorities with a strong work ethic; flexible can-do attitude; outcome-focused; and a strong team player.
- An understanding of, or relevant experience in applying, Commonwealth Government security requirements, including the Protective Security Policy Framework (PSPF).

As an Integrity Branch APS5, and in accordance with the APS work level standards and integrated leadership standards you will:

- Undertake moderately complex to complex work under limited direction.
- Be accountable for organising and prioritising workflow and making independent decisions within your area of responsibility.
- Provide policy advice based on relevant policies and legislation.
- Conduct research and analysis, investigations, and procedural or operational tasks.
- Perform clerical, administrative support, or operational duties.
- Engage in public contact, providing advice to a wide range of customers and external stakeholders.
- May supervise lower-level employees, manage staff performance, allocate work, and identify on-the-job training opportunities.

Duties

The APS5 Physical Security Advisor will assist in the management of physical security operations across all DISR sites nationwide.

The successful candidate's principal responsibilities include:

- Administering the use of physical security systems and resources across all DISR facilities. This includes, but is not limited to, electronic access control systems, keys and key cabinets, security containers, security alarms, intruder detection systems, national guarding services and CCTV surveillance.
- Undertake routine physical security inspections of DISR sites across Australia, including the preparation of site inspection reports and briefing papers.
- Monitor, document, and issue security breaches resulting from non-compliance with the Protective Security Policy Framework (PSPF) and departmental security and breach management policies.
- Ensure accurate recording of incidents, support investigations, and contribute to continuous improvement of security practices through analysis and escalation of non-compliance trends.

- Administratively support the zone accreditation process in accordance with the Protective Security Policy Framework (PSPF) and relevant Australian Government security guidelines. Administratively support accreditation requirements through assessment, documentation, and liaison with stakeholders to maintain appropriate physical and procedural controls.
- Provide security compliance advice to the department in line with the PSPF.
- Assist in the preparation and management of security governance, including physical security policies and standard operating procedures.

Eligibility

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

The position requires a Negative Vetting 2 (NV2) 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. Due to the nature of this role, the successful applicant will be required to primarily work from DISR's Canberra office, although flexible or remote work arrangements will be considered. 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>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the agency.

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

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To Apply

Position Contact	Esty Malmierca, 02 6213 6809
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

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Industry, Science, Energy and
Resources

Vacancy VN-0765263

Department of Industry, Science and Resources
(DISR)

Closing Date:Monday 08 December 2025

Chief Finance Officer
External Budgets & Costings Protective Security

Job Title	External Budget Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Darwin NT, Canberra ACT, Melbourne VIC, Brisbane QLD, Adelaide SA, Perth WA, Hobart TAS
Salary	\$122,235 - \$129,811
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Executive Level 1
Position Number	2115_11/25
Agency Website	https://www.industry.gov.au/

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
- Supporting a strong 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 External Budgets Team leads the department's financial management and budget coordination, partnering with internal and external stakeholders—including the Department of Finance and portfolio agencies. The team is responsible for preparing key budget documents, maintaining financial systems, and supporting policy teams. Collaboration, innovation, and continuous improvement are central to the team's approach, ensuring financial advice is both strategic and accessible to all areas of the department.

Our ideal candidate

We are seeking a proactive leader who excels at interpreting financial data and providing actionable insights. You communicate complex budget implications clearly to both financial and non-financial audiences, enabling informed decision-making across the department. You demonstrate strategic thinking, strong stakeholder engagement, and a commitment to continuous improvement. Experience in mentoring staff, fostering collaboration, and driving process

enhancements is essential. Relevant qualifications in accounting, finance, or a related field are highly regarded.

Duties

- Lead the external budget process, focusing on interpreting and communicating the impacts of budget decisions to financial and non-financial staff.
- Foster productive relationships with the Department of Finance, portfolio agencies, policy teams, Chief Finance Officer Division colleagues and other stakeholders to ensure delivery of shared goals, effective budget liaison and compliance.
- Coordinate and manage external budget estimates for departmental and administered programs, ensuring stakeholders understand the implications.
- Provide expert advice and insights on budget movements, costings, and financial implications, translating technical details into clear messages for non-financial audiences.
- Prepare and assure the quality of financial tables and commentary for Portfolio Budget Statements (PBS), Portfolio Additional Estimates Statements (PAES), and related publications.
- Oversee the accuracy of financial data in the Central Budget Management System (CBMS) and other systems
- Manage commitments reporting, savings, offsets, and audit requirements, delivering analysis and insights tailored for non-financial stakeholders.
- Manage workflow, deliverables, quality and insights through development of trackers and briefings for cash management, contingency reserves, statement of risks, questions on notice, and Senate Estimates.
- Lead and mentor team members, promoting integrity, collaboration, professional development, and a culture of continuous improvement.
- Champion process improvements and best practice financial management across the branch.
- Other duties as directed.

Eligibility

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

Relevant qualifications in accounting, finance, or a related field are highly regarded

This position requires a Baseline security clearance. The successful applicant will be required to obtain and maintain a clearance at this level.

Notes

A Diploma or Bachelor Degree in commerce, accounting, finance, business or a related field will be highly regarded.

This recruitment process is being used to fill an immediate vacancy within the External Budgets Team. A merit pool may be established to fill future Executive Level 1 vacancies should they become available within 12 months from the date advertised.

How to apply

Your application must not contain any classified or sensitive information. This includes in your application responses, resume and any other documents. Applications containing classified information may not be considered by the selection panel.

You are required to complete your application online. Aligning your responses with the above job description, provide:

- An explanation of how your skills, knowledge and experience will be relevant to the role (maximum 750 words or 5,000 characters)
- Tell us about three (3) achievements within the last 5 years in a work environment that you are proud of (maximum 500 words or 3,500 characters)
- Your current CV with your application. (CVs must be in .doc, .docx, or .pdf format)

The department does currently offer flexible work opportunities for many roles. This vacancy is based in multiple locations although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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

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To Apply

Position Contact	Melissa Tang, 02 6102 8347
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

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Industry, Science, Energy and
Resources

Vacancy VN-0765272

Department of Industry, Science and Resources
(DISR)

Closing Date:Sunday 07 December 2025

Anti-Dumping Commission
Legal

Job Title	Paralegal
Job Type	Part-Time, Non-Ongoing
Location	Melbourne VIC
Salary	\$70,180 - \$76,095
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	APS Level 3
Position Number	2054_11/25
Agency Website	https://www.industry.gov.au/

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

Paralegals are part of the Legal team, a small group of lawyers with legal expertise in statutory interpretation, administrative and trade remedies law.

The team provides high quality, client focussed legal services to investigations teams and the policy team. We prioritise workflows to meet legislative deadlines and collaborate across the Commission. We work closely with the Department of Industry, Science and Resources, external legal providers, and the Department of Foreign Affairs and Trade. We manage the Commission's role in merits review proceedings by the Anti-Dumping Review Panel and are involved in judicial review proceedings.

The Commission is committed to delivering a positive, flexible and inclusive workplace. Our goal is for staff to reach their full potential through engaging work and career growth opportunities, within a diverse, inclusive and connected team of peers and leaders.

The opportunity

As a paralegal in the commission, you will provide legal research and administrative support to lawyers in the Legal team. You will take the initiative to identify practice-related improvements within the Legal team to enhance the commission's outcomes. Paralegals work under the direction/supervision of a Senior Legal Counsel and a Principal Legal Counsel in performing their role.

We are interested in candidates currently studying a law degree with an interest in international trade and/or administrative law. This is an opportunity to work part-time while completing your degree and gain invaluable exposure to domestic and international legal matters/issues in a supportive and professional environment.

What's in it for you?

Skills and experience you will gain:

- Exposure to international and domestic legal matters/issues in the field of trade remedies and administrative law.
- Develop your legal research and analysis skills with the support of experienced lawyers.
- Enhance your ability to communicate and collaborate with a range of stakeholders in a professional environment.
- Develop understanding of governmental decision-making processes.
- Be part of a welcoming team that values belonging, high performance and efficiency.

Our ideal candidate

As a highly motivated individual, you will demonstrate:

- Excellent attention to detail and the ability to manage and prioritise work to meet deadlines.
- Well-developed verbal and written communication skills.
- Well-developed planning and organisational skills.
- Proficiency in utilising legal research databases (such as LexisNexis and/or Westlaw) and Microsoft Office software (Word, Excel, Powerpoint)
- Ability to work in an evolving regulatory environment, and in the context of a complex statutory scheme, including problem-solving skills and an inquiring mind.
- Excellent interpersonal skills and the ability to build constructive working relationships with colleagues.

- High standards of professional and personal integrity.

Duties

- Undertaking legal research and analysis in areas such as statutory interpretation, administrative law, evidentiary matters, investigations practice/procedure, World Trade Organization case law in relation to trade remedies, and comparison with foreign trade remedies laws.
- Supporting legislative reform process by occasionally assisting the commission's legislative reform team with research and internal liaison
- Maintaining team databases, including the legal advice register and merits review database.
- Supporting team management by assisting with document management, onboarding of new team members and monitoring the team shared mailbox.
- Assisting with team and branch reporting and data compliance.
- Identifying opportunities for continuous practice and operational improvement, aligned to the commission's strategic direction.
- Providing support on submissions to merits and judicial review.
- Actively contributing to a positive, productive, and collaborative team environment across the commission.
- Other duties as required from time to time to support the work and priorities of the Legal team and the commission.

Eligibility

Tertiary study in the field of law is required for this role.

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

Our ideal candidate will have completed at least two years of your law degree, or one year if you are studying a juris doctor. We are looking for candidates who can work part-time (2 days per week) while completing your degree.

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 VIC - Melbourne - Spring St based, although flexible or remote work arrangements may be considered. Please reach out to the contact officer to discuss this further.

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

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

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To Apply

Position Contact	Allison Quek, 03 8539 2777
Agency Recruitment Site	https://careers.industry.gov.au/en/job/

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Social Services

Vacancy VN-0765286

National Disability Insurance Agency

Closing Date:Friday 20 November 2026

Job Title	Section 26 Transfer Register
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - WA WA, Various locations - NT NT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - SA SA
Salary	-
Future Merit Locations	Various locations - WA, Various locations - NT, Various locations - QLD, Various locations - NSW, Various locations - ACT, Various locations - VIC, Various locations - SA
Office Arrangement	Work From Home;On Site;Flexible;Hybrid
Office Arrangement Details	Office arrangement to be negotiated with hiring manager
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	2185_10/24_S26
Agency Website	https://www.ndis.gov.au

Job Description

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

The National Disability Insurance Agency (the Agency) is seeking registrations from eligible ongoing APS employees external to the Agency, for ongoing (permanent) and non-ongoing (temporary) transfer at-level opportunities that may arise, across a broad range of classifications and divisions.

Section 26 Register

The NDIA is looking for people to register their interest for upcoming or future ongoing and non-ongoing vacancies. This register may be used to source candidates for the following business areas:

- Accounting & Finance
- Administration
- Executive Assistants
- Call or Contact Centre Workers
- Children's Taskforce
- People, Culture & Wellbeing
- ICT Services
- Cybersecurity
- Legal Services & Chief Counsel
- Media & Communications
- Parliamentary & Government Relations

- Partners, Providers, Pricing, Home & Living
- Policy, Research & Strategy
- Project Staff
- Risk, Compliance & Audit
- Scheme Actuary & Data Analytics
- Security
- Service Delivery & Operations
- Procurement and Property Services
- First Nations
- Intelligence, Fraud & Investigations
- Accessibility and Inclusion
- Service Design & Improvement
- Workforce Planning

Duties

Our participants, Our people, Our purpose

The National Disability Insurance Scheme (NDIS) provides funding to eligible Australians to build greater independence and pursue their individual goals. The NDIS also connects anyone with disability to services in their community including support offered by each state and territory government.

The NDIS now supports over 717,000 Australians with disability to access the services and supports they need. This includes supporting approximately 100,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

Working for the NDIA

The NDIA has a strong culture, driven by passion for the work we do and commitment to supporting people with disability to achieve greater independence. Our people are pioneering the management and delivery of the NDIS. We also aim to be world leaders in accessibility and inclusion, the employment of people with disability and people with culturally and linguistically diverse backgrounds.

The idea of people with disability being supported to live an ordinary life is central to the work of the NDIS. Through reasonable and necessary supports, the NDIS is helping people live a life with the basic opportunities many Australians take for granted.

This might mean getting involved in the community, enrolling in education programs, spending more time with family, entering the workforce for the first time or returning to work, receiving the right equipment or choosing the providers that best meet their needs.

Our values guide our day-to-day actions, behaviours, decisions, communications, performance conversations and the capabilities we are developing to successfully deliver the NDIS. They were developed for us, by us and are unique to our work. You can find more about the [NDIA Values](#) on our website.

Eligibility

You must be an ongoing APS employee to apply. If you are offered a temporary section 26 transfer, your home agency is required to agree to your release. All new employees to the Agency must undergo pre-employment checks, including a police record check.

Your application will remain active with the Agency for 12 months. At this time, all applicants will be invited to renew their interest in section 26 opportunities at the Agency.

Notes

Your NDIA Experience

- NDIA is committed to becoming a model employer for people with disability who are specifically encouraged to apply.
- RecruitAbility applies to this position: The RecruitAbility scheme supports people with disability applying for jobs in the Australian Public Service (APS) by giving you a better opportunity to put forward your skills and experience during the selection process.
- 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.

If you have any queries, please contact our Recruitment Team.

Email: recruitment@ndis.gov.au

NDIA welcomes and encourages applications from Aboriginal and Torres Strait Islander people, people with diverse culture and linguistic backgrounds and people with disability. Except where otherwise provided by law, it is the policy of NDIA to provide equal employment opportunity (EEO) to all persons regardless of age, colour, national origin, physical or mental disability, race, ethnicity, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by applicable federal, state or local law. In addition, NDIA will provide reasonable adjustments for qualified individuals with disabilities.

****Please note that this opportunity is only available to Australian Public Service employees****

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

About the National Disability Insurance Agency

The NDIS provides funding to eligible people with disability to gain more time with family and friends, greater independence, access to new skills, jobs, or volunteering in their community, and an improved quality of life. The NDIS also connects anyone with disability to services in their community. This includes connections to doctors, community groups, sporting clubs, support groups, libraries and schools, as well as providing information about what support is provided by each state and territory government. The NDIS now supports over 500,000 Australians with disability to access the services and supports they need. This includes supporting approximately 80,000 children with developmental delay, ensuring they receive supports early so that they achieve the best outcomes throughout their lives.

To Apply

Position Contact	NDIA Recruitment Team, recruitment@ndis.gov.au
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

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Job Title	Lawyer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD, Adelaide SA
Salary	-
Future Merit Locations	Melbourne, Sydney, Canberra, Brisbane, Adelaide
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid work arrangement
Classification	Executive Level 1
Position Number	1893845
Agency Website	https://asic.gov.au/about-asic/what-we-do/

Job Description

https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226414291&in_organid=16529&

At ASIC, you can be the change that ensures a fair, strong and efficient financial system for the benefit of all Australians. Contribute to delivering on ASIC's purpose, vision, and strategic priorities to help maintain the integrity of the financial system and protect consumers from harm.

Step into a high-impact legal career at ASIC – join our Legal Services Group to shape information & data law and drive meaningful change across Australia's financial system.

- **Location – Sydney or Melbourne (other locations considered)**
- **Salary starting from \$127,641 (depending on experience) plus 15.4% superannuation**
- **Permanent role**
- **Applications close at 11:59pm AEDT, Friday 28 November 2025**

The team

The Information & Data Law team sits within the Corporate Legal Services business unit in the Legal Services Group. The team manages ASIC's obligations under the Freedom of Information Act 1982 (FOI Act) and Privacy Act 1988, and provides advice on corporate, commercial legal, and governance matters relevant to ASIC's functions and operations.

The role

As a Lawyer, you will provide legal advice on a range of information and data law issues, manage FOI requests, and ensure ASIC's compliance with privacy obligations.

You will also:

- Act as FOI decision maker for access requests, internal reviews, and OAIC reviews under the FOI Act.
- Provide practical, timely legal advice on privacy matters in regulatory and operational contexts.
- Design and embed privacy-by-design solutions in projects, including those involving emerging technology and data analytics.
- Guide internal teams on Privacy Impact Assessments and develop regulatory and procedural guides.
- Assess and help manage privacy breaches, including notifiable data breaches and regulatory investigations.

Duties

About you

We are seeking a qualified lawyer eligible to hold an Unrestricted Legal Practising Certificate in a State or Territory of Australia, with approximately 5-7 years' post-admission experience relevant to information and data law.

You will also demonstrate:

- Strong legal advice writing and verbal communication skills, with the ability to present complex information clearly.
- Experience managing FOI and privacy matters, ideally in a government, in-house, or law firm environment.
- Ability to work independently and manage competing priorities in a fast-paced setting.
- Strong stakeholder engagement and relationship management skills.
- Knowledge of the Corporations Act, ASIC Act, FOI Act, Privacy Act, and related legislation is desirable.

- High-level analytical, organisational, and project management skills.

View the position description for more information or click 'apply' to start your application. Applications close at 11:59pm AEDT, Friday 28 November 2025.

About ASIC

ASIC's remit is one of the broadest of regulators across the world. ASIC regulates corporations, markets, financial services and consumer credit and monitors and promotes market integrity and consumer protection in the Australian financial system. Through our enforcement work, we hold to account those who contravene the law, working to achieve strong outcomes that address the greatest consumer and investor harms.

ASIC is an equal opportunity employer seeking people who want to make a difference. ASIC is committed to a diverse and inclusive workplace where the very best talent in Australia chooses to work. Applications from people of all ages, cultural backgrounds, abilities, LGBTIQ+ identity, and people of Aboriginal and Torres Strait Islander descent are encouraged to apply.

We offer a range of **employee benefits** including:

- Attractive superannuation
- Additional leave entitlements
- 50/50 hybrid work-from home model
- Flexible work arrangements
- Assistance for study and professional development

To work with us, you need to be an Australian citizen and be prepared to complete an ASIC Suitability and Baseline Assessment.

Eligibility Notes

About the Australian Securities and Investments Commission

To Apply

Position Contact	Jennifer Pai, 0478967627
Agency Recruitment Site	https://careers.asic.gov.au/jobtools/jncustomsearch.viewFullSingle?in_jnCounter=226414291&in_orga

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Treasury

Vacancy VN-0765066

Australian Taxation Office

Closing Date:Monday 08 December 2025

ATO Finance
ATO Portfolio and Value Management

Job Title	Assistant Commissioner, ATO Portfolio and Value Management
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	-
Future Merit Locations	Box Hill, Brisbane, Canberra, Melbourne, Moonee Ponds, Upper Mount Gravatt, Dandenong
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 1
Position Number	EXT_SES_824_2025
Agency Website	http://www.ato.gov.au/careers

Job Description

<https://ato.nga.net.au/?jati=7956B99B-8DDB-513B-EA2F-E46474A799B4>

Duties

We are seeking an experienced senior finance professional with a proven record of achievement in finance, program and portfolio management to join our ATO Finance Executive team.

As Assistant Commissioner, ATO Portfolio and Value Management, you will lead a team that enables the ATO to prioritise and assure the delivery of the ATO's Investment Portfolio, ensuring value is realised and outcomes align with the organisation's strategic objectives.

You will bring deep expertise in Commonwealth financial management, including budgeting and governance, and have demonstrated success in navigating complex environments to uphold financial integrity and drive resource optimisation.

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

All our senior leaders are expected to:

- develop a clear vision of the future that links with the big picture of the organisation
- be accountable and deliver outcomes that align with the long-term perspective
- find innovative and practical solutions, be open to ideas and engage with risk
- have an outward focus and work collaboratively across boundaries to influence better outcomes for the system and the community, and make progress on issues that cut across agencies, sectors and communities
- have the capacity to persuade others towards an outcome, winning and maintaining the confidence of government and key stakeholders
- be self-aware and courageous, creating an environment that empowers, mentors and coaches individuals and teams to deliver their best
- be passionate about building trust and confidence in the ATO and the tax and superannuation systems.

To be considered you must also have:

- demonstrated ability to provide enterprise-wide leadership in project, program and portfolio management, aligning investment decision and delivery outcomes to ATO and government priorities
- proven ability to build and maintain strong relationships with clients and stakeholders, providing strategic and operational advice on project and portfolio management that supports informed decision-making and resolves complex challenges across large organisations
- extensive experience in leading enterprise portfolio management, providing transparent oversight financial performance, risk, and benefits realisation across large scale initiatives
- skilled in leading and developing high performing diverse and geographically dispersed teams embedding culture of accountability, collaboration, and continuous improvement in delivery practices

- strong strategic, financial, and political acumen, effectively navigating complex and competing priorities and anticipate risks in dynamic environments
- track record of leading people and enhancing organisational capability, particularly in portfolio, program, and project management within the ATO.

Accounting, Project Management and/or Finance qualifications are highly desirable.

Eligibility
Notes

People with disability and Aboriginal and Torres Strait Islander peoples are encouraged to apply.

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

About the Australian Taxation Office

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

To Apply

Position Contact	Jonathan Beaumont, (02) 6126 4500
Agency Recruitment Site	https://ato.nga.net.au/?jati=7956B99B-8DDB-513B-EA2F-E46474A799B4

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Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0765300

Australian War Memorial

Closing Date:Monday 01 December 2025

Job Title	HR Reporting and Payroll Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Campbell ACT
Salary	\$84,228 - \$91,809
Future Merit Locations	Campbell
Office Arrangement	Flexible
Office Arrangement Details	We support a range of flexible work arrangements in accordance with our Teamwork Agreement
Classification	APS Level 5
Position Number	25-146
Agency Website	https://www.awm.gov.au/get-involved/employment

Job Description

<https://www.awm.gov.au/get-involved/employment>

As a member of the Human Resources Section the HR Reporting and Payroll Officer is responsible for managing accurate payroll processing, maintaining employee data, and delivering HR reports that support strategic decision-making. This role ensures compliance with relevant legislation, company policies, and internal controls while providing timely and reliable HR analytics.

Duties

Payroll Processing

Under general direction perform a range of activities related to the pay team's work including:

- Calculate and process payroll transactions including commencements, cessations, leave and superannuation for Memorial staff and ensure that HR personnel and payroll records are accurately maintained.
- Analyse information and data, investigate anomalies between payroll activities and apply corrective action and escalate more complex issues.
- Complete procedural and administrative payroll tasks and activities against established checklists and processes, with a high degree of accuracy.
- Assist with internal and external audits related to payroll and HR data

- Prepare correspondence and payroll reports as required.
- Undertake assigned payroll projects.
- Foster and maintain effective working relationships with a range of internal and external clients.

HR Reporting and Analytics

Under general direction perform a range of HR reporting and analytics activities including:

- Develop and maintain HR dashboards and reports (such as but not limited to headcount, turnover, workforce demographics).
- Develop and interpret ad hoc and regular reports which clearly and concisely show status and trends in HR Metrics.
- Provide data insights to support workforce planning and HR initiatives.
- Develop processes to ensure the accuracy and validity of data gathered
- Support HR projects requiring data analysis and reporting
- Train HR staff on reporting tools and processes as required

Eligibility

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS).
- All applicants external to AWM that are offered employment will be required to successfully undergo a National Police Check, even if they currently hold a security clearance. The check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

Mandatory Requirement

- Training or Qualifications in HR, Accounting, Business, or related field

Notes

Highly Desirable

- Payroll processing and HR reporting experience
- Experience with Aurion (payroll system) highly desirable
- Experience with PowerBI (dashboarding reporting) highly desirable
- Strong attention to detail and accuracy

- Excellent communication and problem-solving skills

This recruitment process is being used to fill ongoing and/or non-ongoing position/s.

A merit pool of suitable applicants may be created which may be used to fill future ongoing and non-ongoing vacancies should they become available over the next 18 months.

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

The Memorial is committed to workplace diversity and maintains an environment that values the contribution of people from different backgrounds and experiences. The Memorial welcomes applications from Aboriginal and Torres Strait Islander people, veterans, mature age people, people from diverse backgrounds, and people with a disability.

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

About the Australian War Memorial

The Australian War Memorial combines a shrine, a world-class museum, and an extensive archive. The Memorial's purpose is to commemorate the sacrifice of those Australians who have died in war or on operational service and those who have served our nation in times of conflict. Its mission is leading remembrance and understanding of Australia's wartime experience.

To Apply

Position Contact	Thanuja Samaranayake, (02) 6263 6670
Agency Recruitment Site	https://www.awm.gov.au/get-involved/employment

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Parliamentary Department

Vacancy VN-0765281

Department of Parliamentary Services

Closing Date: Sunday 07 December 2025

Security
Security operations

Job Title	Parliamentary Security Operations Room (PSOR) Operator
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$75,685 - \$79,091
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	This position requires onsite work at one of the DPS office locations in Canberra.
Classification	APS Level 3
Position Number	JR33193
Agency Website	https://www.aph.gov.au/About_Parliament/Parliamentary_Departments/Department_of_Parliamentar

Job Description

<https://jobs.dps.gov.au/>

The Department of Parliamentary Services (DPS) is recruiting for a Parliamentary Service Level 3 Parliamentary Security Operations Room (PSOR) Operator within Security Operations. Reporting to the Parliamentary Security Operations Room (PSOR) Manager, the control room operator is responsible for access control, operating security and emergency management systems, responding to potential incidents and assisting with the coordination of resources for the provision of a safer and secure physical environment at the Australian Parliament House (APH).

Security Division is responsible for the provision of security services, including daily operational security, policy management, building security, parking services, visitor access, security risk management, resilience planning and emergency management. Security Division works in partnership with the Australian Federal Police (AFP) to ensure the safety and security of Australian Parliament House (APH) occupants and visitors.

We are seeking highly motivated and organised Operators to join our dynamic team. The ideal candidate should be proactive, detail-oriented, and able to handle multiple tasks efficiently. As a PSOR Operator, you will play a vital role in ensuring the smooth functioning of the PSOR daily operations.

our ideal candidate will have the ability, the ability to demonstrate sound judgement and strong environmental awareness is integral for this role

Duties

Please click the "apply now" button to go to the DPS Careers Webpage where you can find more information about the position and relevant duty statement.

Eligibility

Job specific requirement:

- Previous experience working in a control room environment, including monitoring CCTV and managing electronic access control arrangements is desirable.
- Must be able to work a 12 hour rotating roster.
- The successful applicant will be required to obtain and maintain a Negative Vetting 1 (Confidential/Highly Protected/Secret) security clearance.

If you are a successful candidate, you will be required to:

- Complete an intensive training program, including Operational Safety Training, to a satisfactory standard.
- Obtain and maintain a First Aid Certificate.
- Complete annual refresher training on operational safety and first response emergency procedures.

You may also be required to complete a fitness test. To pass the fitness test, you must be able to:

If you are selected through the Assessment Centre, you will be required to complete a fitness test at Parliament House. To pass the fitness test, you must be able to:

- Complete a cardio test
- Do 10 pushups
- Do 20 sit ups
- Drag a 50kg dummy for 20m
- Hand grip test.

Notes

At DPS, we are committed to building a diverse and inclusive workplace that ensures all our people can contribute to our shared purpose. We encourage applications from Aboriginal and Torres Strait Islander people, people with disability, people with caring responsibilities, people who identify as LGBTQIA+, people from cultural and linguistically diverse backgrounds, people who identify as neurodivergent, and mature aged people.

About the Department of Parliamentary Services

The Department of Parliamentary Services (DPS) supports Australia’s Parliament and parliamentarians through innovative, unified and client focused services. DPS is proud to be the custodian for Australian Parliament House (APH) as the working symbol of Australian democracy and as a significant destination for our citizens and international visitors alike. It is a place where more than 3,500 people work on sitting days and which nearly one million people visit each year.

To Apply

Position Contact	Neil Kane, 0262775899
Agency Recruitment Site	https://jobs.dps.gov.au/

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Bureau of Meteorology

Closing Date: Monday 08 December 2025

Data and Digital
Data

Job Title	Senior Hydrogeology Specialist
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Melbourne VIC, Canberra ACT, Brisbane QLD, Sydney NSW, Hobart TAS, Adelaide SA, Perth WA, Darwin NT
Salary	\$115,443 - \$125,832
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Hybrid
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	Executive Level 1
Position Number	60017194
Agency Website	

Job Description

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

About the Bureau

We are Australia's weather, climate, water, oceans and space weather agency. Our work touches the lives of all Australians every day.

Our products and services include observations, forecasts, warnings, analysis and advice. They cover Australia's atmosphere, water, oceans and space environments.

The Bureau operates under the authority of the *Meteorology Act 1955* and the *Water Act 2007*. We also fulfill Australia's international obligations under the Convention of the World Meteorological Organization and related international meteorological treaties and agreements.

Read the [Bureau of Meteorology Strategy 2022–27](#) to find out more about our organisation and the work we do for all Australians.

Working at the Bureau

The Bureau represents a dynamic and exciting opportunity. At the Bureau you will:

- do meaningful work that brings real benefits to the Australian community, businesses and government.
- work with dedicated experts and professionals who constantly seek to improve the services we provide to our customers.
- work in excellent workplaces in a variety of great locations. You'll have access to the latest technology in a diverse, safe and inclusive environment for everyone.
- experience our commitment to learning, growth, training and clear career pathways. You'll receive competitive salary and benefits.

Position overview

The Data and Digital Group provides the data, technology and digital services to enable the delivery of outstanding customer experiences. The Water Data Services Team provides data services, guidance and support to uplift the Bureau's data maturity as part the Data Program in the Data and Digital Group. The team specifically fulfils the Bureau's responsibility to ingest and manage water data under the *Water Act 2007* and the *Water Regulations 2008*. The Senior Hydrogeology Specialist will report to Manager Water Data Services (EL2L).

The Senior Hydrogeology Specialist must have sound technical groundwater data management knowledge and an excellent working knowledge of groundwater data flows and operational groundwater data management systems, including data transfer formats, databases, and data integration. Knowledge and experience of hydrogeological concepts and experience with groundwater time series and spatial data and metadata are essential.

In addition to technical expertise, the Senior Hydrogeology Specialist must have strong management, leadership and stakeholder management skills. The position is a leader within a small team of hydrogeology data specialists who work collaboratively to ensure groundwater data is received, ingested, processed and supplied to meet groundwater customer requirements, including maintaining and updating the datasets that underpin the Bureau's groundwater products.

The position will require well developed communications skills, systems, data, problem solving and quality management skills. Effective communication and stakeholder liaison skills are essential in maintaining good relationships with internal and external stakeholders, including customers, partners and data providers. The Senior Hydrogeology Specialist will work closely with internal stakeholders from Community Services Group (CSG) and Business Solutions Group (BSG), in particular, to ensure groundwater data is suitable for use in products and services.

Duties

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

1. Leading the ingestion, standardisation, processing, management, and delivery of groundwater data to meet the Bureau's obligations under the *Water Act 2007* and *Water Regulations 2008*, support Bureau products and satisfy customer needs.
2. Overseeing groundwater data systems including databases and workflows for managing time series data, metadata and spatial data.
3. Leading the development and improving groundwater data processes to enhance data quality, timeliness, resilience, and operational effectiveness.
4. Leading the preparation and review of processes and documentation including delivery of training on these processes to ensure operational resilience.
5. Building strong and productive relationships with internal and external groundwater data stakeholders, including data providers, to ensure requirements are understood and data is fit for purpose. Communicating (both oral and written) complex technical groundwater information to diverse audiences.
6. Providing leadership within a small team of hydrogeology data specialists to deliver groundwater data services on time to a high standard. Monitoring program and team level key performance indicators and manage any risks to delivery.
7. Demonstrating commitment to APS Values, Code of Conduct, including Diversity and Inclusion initiatives.
8. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Australian Citizenship

Notes

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

About the Bureau of Meteorology

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific. We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the Meteorology Act 1955 and the Water Act 2007. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunami and tropical cyclones. Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focused scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services. We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

To Apply

Position Contact	Hester Viola, 0407 509 441
Agency Recruitment Site	https://bomcareers.nga.net.au/cp/

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0765301

Bureau of Meteorology

Closing Date:Sunday 07 December 2025

Business Solutions Group
National Security & Space Program & Flood Warning Infrastructure Network
Program

Job Title	Executive Assistant
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$75,022 - \$81,775
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements, including work from home, are available subject to operational requirements
Classification	APS Level 4
Position Number	60015498
Agency Website	

We are seeking a high-performing self-starter to fill the role of Executive Assistant to provide administrative support to the General Manager of National Security and Space (Senior Executive Service Band 1) and the General Manager of the Flood Warning Infrastructure Network Program (Senior Executive Service Band 1).

The National Security and Space Program sits within the Bureau's Business Solutions Group and is the primary provider of environmental and space weather intelligence to sectors integral to Australia's national security, ensuring our partners have the right information at the right time to deliver their outcomes.

The Flood Warning Infrastructure Network Program is responsible for the delivery of 3 high profile Bureau projects, relating to the uplift and improvement of Australia's flood warning network and the Bureau's flood warning service, to help communities be better prepared during flood events.

The successful candidate will have strong interpersonal skills, a positive disposition and established service mentality. The candidate will have experience in handling sensitive and confidential information, including documents, briefs, submissions, and presentations.

High level organisation and time management skills are essential to the role, including diary management, correspondence management, organising travel and meetings and the provision of external services.

Duties

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

1. Complying with all Bureau work, health and safety policies and procedures, and taking reasonable care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.
2. Provide administrative support to each General Manager.
3. Coordinate the tracking and reporting of Program objectives and key performance indicators using SharePoint, Microsoft Office, Microsoft Planner or similar.
4. Arrange and coordinate meetings with internal and external stakeholders. Coordinate room bookings, audio visual equipment and other resources as required.
5. Prepare agendas and meeting material, correspondence, presentations, and minutes, including the administration of critical, confidential, and sensitive information.
6. Inbox and diary management including prioritising and scheduling meetings, domestic/ international travel, itinerary and accommodation as well as telephone contact and email management.
7. Manage correspondence and preparation of replies.

8. Undertake minor open-source research on issues related to each Program.
9. Engage and collaborate with the EA Cohort.

Eligibility
Notes

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

About the Bureau of Meteorology

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To Apply

Position Contact	Kristen Reeson, 0451 140 419
Agency Recruitment Site	https://bomcareers.nga.net.au/

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Climate Change, Energy, the
Environment and Water

Vacancy VN-0765303

Job Title	Senior Defence Meteorologist – Military Aviation
Job Type	Full-Time, Ongoing
Location	Amberley QLD
Salary	\$115,443 - \$125,832
Future Merit Locations	Amberley
Office Arrangement	On Site
Office Arrangement Details	This is an embedded customer-facing role and as such remote working options cannot be considered.
Classification	Executive Level 1
Position Number	60009227
Agency Website	

Job Description

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

Defence Weather Services (DWS) is the primary provider of environmental intelligence to national security agencies, specifically the Department of Defence and the Australian Defence Force (ADF). Services provided by DWS enhance Australia's national security agenda through the provision of weather, climate and oceanographic forecasts/data, real-time observations, meteorological training and professional advice to assist decision-making and planning for ADF operations and activities.

Defence Meteorologists – Military Aviation provide timely and valuable meteorological information to ADF aviation units, contributing to safe operations and operational advantage for ADF aviators. Defence Meteorologists work in a dynamic and customer focused environment and as such, building and maintaining close working relationships with colleagues and ADF personnel is essential. Working under forecast policy, the Defence Meteorologist will prepare and issue aviation forecasts and warnings specific to ADF requirements, maintain a meteorological watch and amendment service, provide professional advice and weather briefings, and take meteorological observations. Confidence in making independent meteorological decisions will be required, together with the ability to know when and how to reach out for support.

The successful applicant will be required to work from the Amberley Defence Weather Services Office (DWSO) at RAAF Base Amberley, which is located near Ipswich, QLD. RAAF Base Amberley is home to a range of Air Combat Group (ACG) and Air Mobility Group (AMG)

squadrons and their engineering and logistical support units. Supported squadrons operate a range of aircraft including F/A-18 Super Hornet, EA-18G Growler, C-27J Spartan, Airbus KC-30A and the C-17 Globemaster.

As the senior officer on-site, the successful applicant will be required to lead and coordinate the operations of the DWSO to facilitate effective decision support services to the ADF. The successful applicant will be responsible for building capability in a small team environment and for developing and managing a range of customer relationships within the Bureau and the ADF. Excellent communication, problem solving and time management skills will be required, as will a high level of resilience. Management of staff and administrative functions is also an important part of the role.

Working at a defence base has its advantages. For starters the successful applicant will be afforded all standard 'Defence APS' privileges while on base, such as the use of base facilities (mess hall, gym etc) and free parking near the office. Relocation will be supported as will a reasonable amount of temporary accommodation, prior to you finding something more permanent. You will get to know the Defence personnel you support and within our team there are many examples of friendships and support networks formed this way.

DWSO Defence Meteorologist roles are shift based and generally contained to weekdays during military flying hours. Occasional weekend and/or public holiday work will be required and travel to other DWSO sites for leave relief or to support military exercises may be required.

The successful applicant will need to attain and maintain at least a Negative Vetting 1 (NV1) Security Clearance, an Aeronautical Meteorological Forecaster (AMF) competency and the Aerodrome Meteorological Observer (AMO) certification. These can be obtained once successful.

Duties

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

1. Under the supervision and guidance of the Manager Defence Operations - Military Aviation, (MDO-MA) manage the ongoing operation of the Amberley DWSO, ensuring the quality and effectiveness of products, services and procedures.
2. Analyse meteorological information and prepare forecasts and warnings for local and other areas, whilst being consistent with forecast policy, and according to the specific requirements of the Australian Defence Force (ADF). Maintain a meteorological watch and ensure a timely amendment service.
3. Provide meteorological information and operational briefing services to ADF personnel and other agencies as required.
4. Proactively engage with local ADF personnel on all weather-related matters, including for military exercise support and for the development of new services to enhance ADF capability.

5. Assist in the provision of services to ADF units deployed on exercise, if necessary, working from other Bureau or Defence offices, or outposted to the exercise area.
6. Perform other operational duties, including taking meteorological observations, and participate in contingency arrangements with other Bureau offices as required. Perform basic maintenance and troubleshooting of meteorological, office and communications equipment, as required.
7. Contribute to Defence Weather Services national operational goals and participate in meteorological related studies and investigations, including those related to air safety incidents and military exercises. Prepare case histories of meteorological events and perform other operational duties as directed.
8. Attain and maintain all security clearance and aviation forecasting/observation training competency requirements in a timely manner.
9. Participate in ensuring the quality and effectiveness of products and services and the ongoing development, implementation and continual improvement of the quality management system to achieve and maintain the ongoing certification of compliance with the ISO 9001 quality management Standard.
10. Ensure the quality and effectiveness of products and services and continually seek ways to improve through the regular revision of products, customer feedback and engagement.
11. Have a thorough understanding of the principles and practices of the Bureau's Commitment to Diversity & Inclusion and implement these practices in the Amberley office.
12. Comply with all Bureau work, health and safety policies and procedures, identify risks and hazards, and take appropriate action to reasonably care for your own health and safety and that of employees, contractors and visitors who may be affected by your conduct.

Eligibility

Qualifications & experience

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

Proof of attainment of a Basic Instruction Package for Meteorologists (BIP-M), as defined by the World Meteorological Organisation (WMO) guidelines WMO-No. 1083, is required.

Notes

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To Apply

Position Contact	Peter Davidson, 0447 605 348
Agency Recruitment Site	https://bomcareers.nga.net.au/

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