



**Commonwealth of Australia**  
**APSJobs - Vacancies Daily**  
**PS50 Daily Gazette Friday - 19 December 2025.pdf**

**Australian Government** Published by Commonwealth of Australia

APSJobs - Vacancies Daily

This electronic document contains notifications of Vacancies now being advertised daily. These notices will also be published in the electronic Public Service Gazette PS51 Weekly Gazette Thursday - 25 December 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 PS50 Daily Gazette Friday - 19 December 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](mailto:contact@apsjobs.gov.au)

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## Vacancies

Vacancy VN-0765977

### Cancer Australia

Closing Date: Sunday 04 January 2026

Corporate Operations HR & Corporate Services

<b>Job Title</b>	Senior HR Business Partner
<b>Job Type</b>	Full-Time;Part-Time, Ongoing;Non-Ongoing
<b>Location</b>	Canberra ACT, Surry Hills NSW
<b>Salary</b>	\$96,211 - \$108,543
<b>Future Merit Locations</b>	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
<b>Office Arrangement</b>	Hybrid
<b>Office Arrangement Details</b>	Hybrid work is a flexible working arrangement where an employee may be able to work partly in the physical office and partly remotely.
<b>Classification</b>	APS Level 6
<b>Position Number</b>	CA2526-007
<b>Agency Website</b>	

### Job Description

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

The Senior HR Business Partner is responsible for many aspects of human resource management at Cancer Australia. The position will be responsible for providing HR- related advice and information to management and other employees, and effective management of a range of HR functions such as recruitment, performance development and HR case management.

### Duties

The position requires a range of HR skills, knowledge and experience, including the ability to provide advice consistent with best practice principles and standards. This position will require a solid understanding of the APS HR framework. This is a position requiring strong interpersonal

skills; the ability to work independently as well as part of a team; and the capacity to be responsive, discreet and flexible in dealing with complex and/or sensitive issues. The Senior HR Business Partner reports to the Assistant Director, HR and Corporate Services.

As part of the Senior HR Business Partner role, accountabilities may include:

- Manage and coordinate recruitment, selection and induction processes including the review of employment contracts;
- Manage outsourced payroll services with Aurion Corporate, ensuring accuracy, compliance, and timely processing of employee entitlements.
- Manage internal HR processes in accordance with Cancer Australia's Enterprise Agreement and HR policies and procedures;
- Assist in the development, implementation and review of HR strategy, policies and procedures including recruitment, performance development, change management and employee relations;
- Partner with branches and business units, including provision of complex HR advice and responses to queries regarding the application of HR policies and procedures.
- Provide advice, documentation, and support for complex or sensitive performance case management matters.
- Actively manage work health and safety.
- Providing guidance and support to team members

## Eligibility

### Eligibility Requirements:

- Must be an Australian Citizen.
- The successful candidate will be required to undergo pre-employment checks and may be required to obtain/maintain a Baseline security clearance (minimum requirement depending on role)

### Qualifications:

- Qualification in HR or relevant discipline or equivalent experience;
- Significant knowledge and experience of working with the APS's management frameworks in a HR or related capacity (previous experience, at level, is highly desirable);
- Demonstrated experience providing high-level advice on industrial relations and HR policy matters;
- Exceptional communication skills, in particular, the ability to respond sensitively to complex matters and ensure attention to detail in written communication.

## 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.

**To Apply**

<b>Position Contact</b>	Michaela Field, 0437 387 679
<b>Agency Recruitment Site</b>	<a href="https://canceraustralia.gov.au/about-us/employment-opportunities">https://canceraustralia.gov.au/about-us/employment-opportunities</a>

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**Health**

Vacancy VN-0764782

**Department of Health, Disability and Ageing**

Closing Date:Friday 30 January 2026

Medical Devices and Product Quality Division  
 Medical Devices Authorisation Branch Devices Clinical Evaluation Section

<b>Job Title</b>	Medical Officer 3 - Medical Officer - Devices Clinical Evaluation Section
<b>Job Type</b>	Full-Time;Part-Time, Ongoing;Non-Ongoing
<b>Location</b>	Perth WA, Canberra ACT, Sydney NSW, Darwin NT, Adelaide SA, Hobart TAS, Melbourne VIC, Brisbane QLD
<b>Salary</b>	\$158,234 - \$165,672
<b>Future Merit Locations</b>	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
<b>Office Arrangement</b>	Flexible
<b>Office Arrangement Details</b>	Flexible arrangements can be negotiated
<b>Classification</b>	Medical Officer Class 3
<b>Position Number</b>	25-MDPQDIV-30231
<b>Agency Website</b>	

## Job Description

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

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We are seeking a Medical Officer to join the Medical Device Product and Quality Division at the Therapeutic Goods Administration. This role responsible for the clinical evaluation of Medical Devices and contributing to regulatory decisions that ensure the safety, efficacy and quality of therapeutic goods.

### Duties

Providing leadership and strategic level expertise in the assessment of clinical evidence, clinical trial and registry data, and safety information, to provide timely and high-quality clinical advice in regard to pre-market review of medical devices.

#### Key Duties:

- Under guidance provide expert clinical advice on complex and sensitive matters associated with the regulation of medical devices
- Support more senior advisers to educate inter- and intra-departmental, community, health groups and industry stakeholders to support implementation of regulatory and/or compliance requirements
- Support the Department in engaging with key external stakeholder groups including sponsors and overseas regulators
- Under guidance contribute to the development and revision of technical and administrative procedures and documentation within the Branch and Group as a whole, including contributing to new policy and work process reforms and on the adoption of regulatory guidelines

### Eligibility

- To be eligible for employment with the Department of Health, Disability and Ageing, applicants must be an Australian citizen at the time an offer of employment is made.
- An applicant's suitability for employment with Health will also be assessed through a variety of pre-employment check processes, such as:
  - Satisfactory completion of a criminal history check, and where relevant, a Working with Children and Vulnerable People Check,
  - Completion of a medical declaration and pre-employment medical (where required),
  - Providing evidence of qualifications (where required), and
  - Obtaining and maintaining a security clearance at the required level.

### Notes

- Applications close Friday 30 January 2026 11:30pm AEDT.
- Applicants are asked to quote reference number 25-MDPQDIV-30231 to assist when making an enquiry.
- Employees perform their duties at one of the Department of Health, Disability and Ageing offices, in the locations specified in this advertisement. Remote working is possible and is negotiated with your manager on commencement. Flexibility can be negotiated with your manager to balance your personal and professional needs with the needs of your role and business area.
- This recruitment process is being used to fill both ongoing and non-ongoing positions. Non-ongoing positions will be offered on a specified term basis for an initial period of up to 12 months with the possibility of being extended (this will not exceed a total of 24 months in the same or similar role).

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

## About the Department of Health, Disability and Ageing

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

## To Apply

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<b>Position Contact</b>	Christine Gee, (02) 7232 5666
<b>Agency Recruitment Site</b>	<a href="https://www.health.gov.au/">https://www.health.gov.au/</a>

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## Industry, Science, Energy and Resources

Vacancy VN-0766035

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**Australian Institute Of Marine Science**

Closing Date: Sunday 01 February 2026

<b>Job Title</b>	National Sea Simulator Business Support Coordinator
<b>Job Type</b>	Full-Time, Non-Ongoing
<b>Location</b>	Townsville QLD
<b>Salary</b>	\$97,503 - \$110,957
<b>Future Merit Locations</b>	Townsville
<b>Office Arrangement</b>	On Site
<b>Office Arrangement Details</b>	Onsite
<b>Classification</b>	APS Level 5;APS Level 6
<b>Position Number</b>	21541
<b>Agency Website</b>	<a href="https://www.aims.gov.au/docs/about/about.html">https://www.aims.gov.au/docs/about/about.html</a>

**Job Description** <https://careers.aims.gov.au/page.php?pageID=160&windowUID=0&AdvertID=890944>

**About AIMS**

The Australian Institute of Marine Science is Australia’s tropical marine research agency.

We are a trusted advisor, a partner and employer of choice, and we value integrity, innovation, collaboration and respect. AIMS’ research of Australia’s tropical marine ecosystems guides their effective environmental management and contributes to our understanding of similar ecosystems around the world.

Our research seeks to deliver practical benefit to all Australians and supports the sustainable use of our tropical marine estate. Governments, reef managers, industry and the wider community look to our high-quality, long-term research for informed decisions about our iconic Great Barrier Reef, North-West Shelf, and Arafura and Timor Seas. AIMS expert teams at our locations in Townsville, Darwin and Perth have access to world-class infrastructure, unique datasets, cutting-edge laboratories, and a fleet of modern research vessels.

**Duties**

The National Sea Simulator (SeaSim) is a nationally and internationally recognised research aquarium facility for tropical marine organisms in which scientists conduct cutting-edge research not previously possible. We are seeking a highly talented individual to provide a high level of administrative support to both the Director and the National Facility. You will have an important role in supporting the development, administration and implementation of policies, systems, and procedures for the National Facility grant program, including coordinating the application process

for merit-based access to the facility, assisting in meeting arrangements and acting as first point of contact for applicants.

Drawing on your extensive administrative expertise, you will be responsible for providing a broad range of administrative and secretariat support to the director, governance committees and the facility to achieve the objectives of SeaSim, whilst ensuring compliance with government and regulatory requirements. You can expect to be liaising with members, preparing agendas, coordinating briefing papers, taking minutes and assisting with travel arrangements. You will be integral in ensuring information is available and up to date for the National Facility through the management of a SharePoint site, as well as ensuring comprehensive data management and accurate reporting of key performance indicators (KPIs) by compiling annual reports. This is a broad role which also leads a small team of support staff to deliver effective and efficient administrative support.

## Eligibility

An excellent opportunity for an experienced administrator/coordinator, who is resourceful and adept at managing a high volume of tasks for multiple people in busy and dynamic environment. You will have extensive office-based operational and administration experience, supported by your tertiary qualifications in a Business administrative discipline or equivalent experience. Our ideal candidate will have:

- Exceptional leadership, supervisory and organisational skills to manage competing priorities, thrive in a fast-paced environment and consistently deliver to deadlines;
- Experience providing exceptional administrative and secretariat support to senior managers or committees, including calendar, travel and meeting management;
- Well-developed written communication and interpersonal skills, able to build credibility and rapport quickly with AIMS staff and clients to enable the development and maintenance of close, sustainable client working relationships;
- Proactiveness in identifying problems and solutions to solve problems, providing expert input to guide decisions of others; and
- Experience in Microsoft suite applications, you'll be confident using these systems to support your daily coordination and administrative support.

## Notes

**Apply now** and join a world leading organisation with attractive working conditions. In line with our [Enterprise Agreement](#), the successful candidate will be rewarded with:

- AIMS AOF Level 4 salary (\$97,503 to \$110,957 per annum) plus 15.4% superannuation
- Full-time, 2 ½ year Fixed Term opportunity to 30 June 2028
- Located in Townsville (Qld)
- 9-day fortnight, enjoy a long weekend each fortnight
- Flexible Work Arrangements considered including hybrid working (where suitable)
- Generous and supportive leave entitlements
- Access to Commuter car fleet arrangements to travel to site (in Townsville only)
- Salary Sacrifice opportunities & Employee Assistance Program
- Access to Fitness Passport program, offering discounted membership to selected gyms

## Please note:

*Non-Australian Citizens must hold an appropriate Visa with working entitlements that allows paid employment with AIMS from commencement and for the full term of the appointment, depending on the relevant [Department of Home Affairs](#) current policies.*

## Next Step

Further information about this exciting and challenging opportunity is outlined in the Candidate Information Pack which is available to download from our website [www.aims.gov.au](http://www.aims.gov.au). If, after reviewing the position description and selection criteria included in the Candidate Information Pack, you believe that your qualifications, experience and professional capabilities will enable you to successfully the deliver the position responsibilities, we encourage you to make an application via our website.

**Submitting your Application:** Please ensure that you have your completed documents (selection criteria responses, resume and cover letter) ready to attach to your online application form via our e-recruitment system which can be accessed via our website [www.aims.gov.au](http://www.aims.gov.au).

Position enquiries are to be directed to Craig Humphrey, National Sea Simulator Director at [c.humphrey@aims.gov.au](mailto:c.humphrey@aims.gov.au). *Applications must be made through our website per above.*

**Closing date:** SUNDAY, 01 FEBRUARY 2026 (11.45PM, AEST).

***AIMS acknowledges Aboriginal and Torres Strait Islander peoples as Australia's first scientists. We pay our deepest respects to Elders past, present and future, and the custodians of the land and sea Country on which we work.***

## About the Australian Institute Of Marine Science

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AIMS is a world leader in tropical marine science and conducts research supporting environmental sustainability and economic growth in Australia's tropical oceans. Through our highly skilled and innovative staff, state-of-the-art infrastructure, strong national and international collaborative relationships and valued technical support, we are helping to build Australia's national marine science capability so that together we can meet the challenges facing our marine estate. The Institute operates from facilities in Townsville Queensland, Darwin Northern Territory and Perth Western Australia.

## To Apply

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<b>Position Contact</b>	Craig Humphrey, 0747534444
<b>Agency Recruitment Site</b>	<a href="https://careers.aims.gov.au/page.php?pageID=160&amp;windowUID=0&amp;AdvertID=890944">https://careers.aims.gov.au/page.php?pageID=160&amp;windowUID=0&amp;AdvertID=890944</a>

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# Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0765972

## Civil Aviation Safety Authority Australia

Closing Date: Sunday 11 January 2026

Corporate Services  
People & Capability Workforce Strategy and Analytics

<b>Job Title</b>	Team Leader Workforce Analytics - Aboriginal and/or Torres Strait Islander and/or Disability
<b>Job Type</b>	Full-Time, Ongoing
<b>Location</b>	Canberra ACT
<b>Salary</b>	-
<b>Future Merit Locations</b>	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
<b>Office Arrangement</b>	Hybrid
<b>Office Arrangement Details</b>	Candidate may work from home averaging up to 50% of their working hours
<b>Classification</b>	Executive Level 1
<b>Position Number</b>	1069
<b>Agency Website</b>	<a href="https://www.casa.gov.au/about-us/careers-casa">https://www.casa.gov.au/about-us/careers-casa</a>

## Job Description

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

### The Role

The Team Leader, Workforce Analytics reports to the Section Manager, Workforce Strategy and Analytics. You will guide and manage a small team responsible for analysing and interpreting workforce data to provide valuable insights and strategic recommendations.

The role works under broad direction, working closely with internal and external stakeholders to ensure CASA has effective workforce strategies in place to address its workforce challenges. The

position provides high-level policy advice and engages in complex problem solving and issues management as well as review, interpret, analyse and report CASA's workforce metrics and related commentary for relevant HR reporting requirements.

The Team Leader, Workforce Analytics is responsible for the following deliverables, which represent an ongoing body of work:

- Leading a small team of analysts in collecting, organising and analysing workforce data from various sources, including HR systems, surveys and performance evaluations.
- Understanding and contextualising CASA's strategic direction, broad functions, and operating environment to apply to the to development, communication and implementation of effective HR strategies and deliver initiatives under CASA's Strategic Workforce Plan and People and Culture Strategy.
- Providing relevant data and commentary for inclusion in CASA's corporate governance reports and statutory reporting obligations such as Board papers, Questions on Notice, Senate Estimates briefs and reporting to the Workplace Gender and Equality Agency.
- Maintaining and enhancing the HR analytics and visualisation function for CASA including, cultivating a productive working relationship with One Model.
- Interpreting workforce data findings to identify trends, patterns and areas for improvement, providing actionable insights to support decision-making at all levels within CASA.
- Developing and maintaining robust data models and dashboards to track key workforce metrics.
- Ensuring data accuracy, integrity and compliance with privacy regulations by implementing rigorous quality control measures and adhering to data governance standards.
- Being informed on best practices and emerging trends in workforce analytics, continuously seeking opportunities to enhance the team's capabilities and methodologies.
- Mentoring and developing team members, providing guidance on technical skills development, analytical methodologies and professional growth opportunities.
- Promoting workplace safety, equity and diversity, participative management and environmental management in the workplace in accordance with and act in accordance with the CASA Values and Behaviours.
- Working supportively and cooperatively with Aboriginal and Torres Strait Islander peoples to achieve shared outcomes.
- As a leader, support CASA to establish and maintain a positive health and safety culture, including psychosocial wellbeing, in the workplace and to consult with workers and others when making decisions that may impact upon the health, safety and wellbeing of those in the workplace.
- As an employee, contribute to maintaining a positive health and safety culture at CASA, including psychosocial wellbeing in the workplace and provide input, where appropriate, to decisions that may impact upon your health, safety and wellbeing in the workplace.

## **Duties**

## **Ideal Candidate**

Our ideal candidate must demonstrate the following:

- Proven experience (5+ years) in workforce analytics, HR analytics, or a related analytical role, with demonstrated expertise in data analysis and interpretation.

- Strong leadership and team management skills, with the ability to motivate and inspire a diverse team of analysts to achieve high performance and meet organisational goals.
- Proficiency in data manipulation and analysis using statistical software and data visualisation tools.
- Excellent communication skills, including the ability to translate complex data findings into clear actionable insights for stakeholders.
- Knowledge of HR principles, practices and regulations, with a keen interest in leveraging data driven approaches to optimise workforce strategies and improve organisational performance.
- Experience with HR information systems (e.g. Aurion) and familiarity with data querying and manipulation would be advantageous.
- Tertiary qualifications in the areas of Human Resources, Statistics, Data Science, Business Administration or a related field are desirable.

## Eligibility

### Eligibility Requirements

These are Mandatory requirements for the role:

- Must be an Australian citizen
- Undergo pre-employment screening including a Police Check
- Currently holds a Commonwealth security clearance to Baseline or have the ability to obtain and hold a clearance at this level.

## Notes

### About the Civil Aviation Safety Authority Australia

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"Safe skies for all—it begins with you." CASA is established by and operates under the Civil Aviation Act 1988 and the Airspace Act 2007. CASA's primary function is to conduct the safety regulation of civil air operations in Australia and the operation of Australian aircraft overseas. We license pilots, register aircraft, oversee aviation safety and promote safety awareness. We are also responsible for making sure that Australian airspace is administered and used safely. CASA is a Corporate Commonwealth entity and is subject to the Public Governance, Performance and Accountability Act 2013 which deals with a range of matters, including reporting and the use of and management of public resources. We employ over 800 people working across Australia. We are an engaged team and proud to work for CASA. We strongly believe in the vision, mission and goals of our agency. We are highly connected to CASA's Values and Regulatory Philosophy that underpin all we do. We understand how our roles directly contribute to aviation safety. We are a relationship-based organisation and value the unput and ideas of others.

### To Apply

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<b>Position Contact</b>	Donna Storen, +61262171094
<b>Agency Recruitment Site</b>	<a href="https://www.casa.gov.au/about-us/careers-casa">https://www.casa.gov.au/about-us/careers-casa</a>

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# Prime Minister and Cabinet

Vacancy VN-0765964

## Aboriginal Hostels Limited

Closing Date: Monday 12 January 2026

National Office  
People Services

<b>Job Title</b>	Assistant Director, People Helpdesk
<b>Job Type</b>	Full-Time, Ongoing
<b>Location</b>	Various locations - ACT ACT
<b>Salary</b>	\$115,443 - \$125,832
<b>Future Merit Locations</b>	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
<b>Office Arrangement</b>	Flexible
<b>Office Arrangement Details</b>	Hybrid Work arrangement
<b>Classification</b>	Executive Level 1
<b>Position Number</b>	9528
<b>Agency Website</b>	<a href="https://www.ahl.gov.au/work">https://www.ahl.gov.au/work</a>

### Job Description

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

### Aboriginal Hostels Limited

AHL is a not-for-profit Commonwealth company dedicated to providing culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. AHL is committed to improving the quality of life and economic opportunities for First Nations people through a national network of over 40 hostels across Australia.

We offer more than just a job; we provide an opportunity to make a meaningful impact. By joining our team, you'll contribute to AHL's vision to improve the quality of life and economic opportunity for First Nations people. You'll work alongside passionate colleagues striving for positive social change.

### About the Role

As the Executive Level 1 Assistant Director, Payroll Helpdesk, you will play a critical role in managing and optimising the use of the Aurion Human Resource Management Information System (HRMIS) to support AHL staff and the wider business. Under broad direction from the Director People Systems, Planning and Analytics, the Assistant Director Payroll Helpdesk is responsible for the end-to-end delivery of payroll services under a Managed Payroll as a Service (MPaaS) arrangement with Aurion Corporation. This role involves driving process improvement, monitoring payroll accuracy and collaborating with key stakeholders to resolve complete queries. Your leadership will ensure timely and accurate payments for a diverse workforce while fostering a culture of accountability and continuous improvement.

## **Duties**

### **Key Responsibilities**

In line with Executive Level 1 (EL1) work level standards, this role will:

- Provide leadership and guidance to Payroll Branch Helpdesk functions resulting in correct and timely submissions to Aurion Corporation under an MPaaS arrangement.
- Provide leadership and guidance to the Aurion Administrator functions ensuring processes and configurations remain in line with desired outcomes to achieve the current and future AHL Enterprise Agreement/s.
- Proactively nurture and increase capability within the Payroll Helpdesk and Aurion Administrator functions.
- Provide regular reporting outlining Payroll Helpdesk functions and tracking metrics that can be used for future process improvements.
- Review payroll processes and procedures for continuous improvement and innovation in the ways of working towards outcomes.
- Be an escalation point for all Payroll related matters both internally and with our MPaaS provider.
- Apply knowledge to plan, prioritise, and manage workflows, ensuring effective ticket management and resolution of Aurion administration related enquiries.
- Develop and refine procedures, checklists and other standard operating procedures.
- Assist with other suitable functions as required.

### **Eligibility**

- Be an Australian Citizen.
- Undergo a Satisfactory National Criminal History Check (prior to engagement).
- Meet Fitness for Duty requirements (prior to engagement).

### **Qualifications and Experience**

#### *Essential:*

- Demonstrated ability to understand complex financial data and calculations.
- Demonstrated ability to foster and build stakeholder relationships both internally and externally.

- Demonstrated ability to communicate effectively with diverse audiences to ensure correct understanding of requirements relating to various Human Resource matters.
- Demonstrated ability to create and foster a positive workplace culture and continuous improvement practices.
- Demonstrated ability to lead and develop a small team in a fast-paced environment with limited direction.

*Desirable:*

- Experience using Aurion or similar HRMIS.
- Experience calculating complex workers compensation remuneration.
- Experience working with outsourced/shared services payroll providers.
- Qualifications in Human Resources, or a related field.

## Notes

### How To Apply

Complete the Application Form available from our website [Work with us | Aboriginal Hostels Limited](#)

Email your cover letter, current Resume and completed Application Form to [jobs@ahl.gov.au](mailto:jobs@ahl.gov.au) by 11:59pm AEDT on Monday 12 January 2026 . Cover letter should be for maximum of two pages addressing the key capabilities and qualifications

Please include your name and the job reference (VN-0765964) in the subject of your email

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

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

## About the Aboriginal Hostels Limited

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

## To Apply

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<b>Position Contact</b>	Kyle Wilson, 02 6212 2045
<b>Agency Recruitment Site</b>	<a href="https://www.ahl.gov.au/work">https://www.ahl.gov.au/work</a>

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## Climate Change, Energy, the Environment and Water

Vacancy VN-0766033

### Bureau of Meteorology

Closing Date: Monday 19 January 2026

Community Services  
 Decision Support Services

<b>Job Title</b>	Senior Decision Support Hydrologist
<b>Job Type</b>	Full-Time, Ongoing; Non-Ongoing
<b>Location</b>	Sydney NSW
<b>Salary</b>	\$115,443 - \$125,832
<b>Future Merit Locations</b>	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
<b>Office Arrangement</b>	Flexible
<b>Office Arrangement Details</b>	Sydney or Wollongong
<b>Classification</b>	Executive Level 1
<b>Position Number</b>	60008027
<b>Agency Website</b>	

### Job Description

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

We are seeking a highly skilled and experienced hydrologist specialising in communication and engagement to join our organisation as a hydrologist communication specialist.

Primarily, your role will be to support state and local Emergency Management during the prevention, preparedness, response, and recovery phases of flooding and related impacts. In this role, you will be responsible for delivering tailored information to the emergency management sector, enabling them to make informed decisions and take appropriate actions. You will be part of a team of hydrologists, meteorologists, and climatologists, who are jointly responsible for enhancing emergency services decision making through accurate and timely communication, including both written and verbal briefings.

In addition to operational tasks, you will share responsibility for routine stakeholder related tasks. These may include building relationships with external customers, supporting Flood Warning Consultative Committees, advising state and local government agencies on floodplain management issues, and participating in continuous improvement activities that improve Bureau products and services, particularly those involved in delivering the Total Flood Warning Service.

You will work rosters that support the delivery of decision support to the NSW State Emergency Services' (NSW SES) operational preparedness and response work. Working from NSW SES State headquarters at Wollongong will be required. This involves a rostered rotation, Monday to Friday, to prepare and deliver flood operational briefings for the NSW SES before, during and after flood events. A minimum of 2 days per week is required at Wollongong with more dependent on severe weather outlooks and flooding.

During severe weather and flooding events extended working hours will be required and may need to be performed from sites that are remote to the Bureau's Sydney office, including but not limited to the NSW SES Head Quarters in Wollongong and the NSW State Emergency Operations Centre (SEOC) at Olympic Park. You will be required to work within Emergency Management Operational Command Centres with other emergency management agencies. This requires an ability to carry out duties remotely and with limited direct supervision.

## **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. Customer lead for emergency management agencies and first responders in your geographic area, engaging with and building strategic relationships with emergency management partners, particularly those who hold a flood focus, to understand their requirements for prevention, preparedness, response, and recovery.
3. Support the floodplain management processes of the state and local governments of the area through advice and guidance of the Total Flood Warning Service.
4. Lead and participate in consultative forums and post event reviews, providing briefings to non-technical audiences and contributing to the co-design of new products and services. You will demonstrate the ability to develop and deliver new and enhanced service offerings through the interpretation of partner focus and insight, and science and technical expertise.

5. Maintain situational awareness of the weather, with particular focus on rainfall and associated flooding that may lead to community impacts.
6. Assist emergency managers by providing clearly communicated expert advice on flood risk, including timing, impact, and uncertainty, to inform customer's decisions to help mitigate risks for emergency managers and the community.
7. Working side-by-side with our emergency management partners to deliver pre-season planning and preparedness activities, including desktop exercises and public awareness campaigns.
8. On a day-to-day basis, use your expertise and understanding of our partner agencies to influence and collaborate across Bureau operational teams to ensure local hazard and impact information is expressed in both our products and services, and within the local and national weather narrative.
9. During severe weather events, you will be required to support the Bureau and our partners outside the scope of standard working hours and at other agencies workplaces. This may include providing operational flood warning roles at our partner's Operational Command Centre, or delivering high-level briefings to partners, at media interviews and press conferences.
10. Prioritising your development opportunities and competencies, as the Bureau's Decision Support Services capability continues to grow. This includes expanding on your technical expertise, as well as deepening your understanding of the needs of our Emergency Management partners.
11. Commitment to APS Values and Code of Conduct and understanding of the Bureau's diversity and inclusion statement of commitment and the Bureau way.

## Eligibility

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

## Notes

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

## About the Bureau of Meteorology

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

**To Apply**

<b>Position Contact</b>	Steven Bernasconi, <a href="mailto:steven.bernasconi@bom.gov.au">steven.bernasconi@bom.gov.au</a>
<b>Agency Recruitment Site</b>	<a href="https://bomcareers.nga.net.au/cp/">https://bomcareers.nga.net.au/cp/</a>

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**Employment and Workplace Relations**

Vacancy VN-0765939

**Asbestos and Silica Safety and Eradication Agency**

Closing Date: Sunday 18 January 2026

<b>Job Title</b>	Director Awareness, Engagement and Specialist Advice
<b>Job Type</b>	Full-Time;Part-Time, Ongoing
<b>Location</b>	Canberra ACT, Sydney NSW
<b>Salary</b>	\$143,731 - \$172,530
<b>Future Merit Locations</b>	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
<b>Office Arrangement</b>	Work From Home;On Site;Flexible;Hybrid
<b>Office Arrangement Details</b>	Flexible working arrangements available
<b>Classification</b>	Executive Level 2
<b>Position Number</b>	24029
<b>Agency Website</b>	<a href="https://www.asbestossafety.gov.au/about-us/about-agency">https://www.asbestossafety.gov.au/about-us/about-agency</a>

**Job Description**

<https://www.asbestossafety.gov.au/about-us/about-agency/work-us>

The Director reports to the Chief Executive Officer (CEO) alongside other leaders, providing strategic oversight and leadership of ASSEA's national awareness and engagement functions, including the provision of specialist advice. Providing technical specialist advice for ASSEA's core functions of research, data, awareness and international leadership, this Director will provide advice to assist ASSEA to influence national policy and lead technical programs securing ASSEA's reputation for providing credible and evidence informed outcomes.

As part of the ASSEA Executive Leadership Team, the Director will provide strategic oversight for the design and delivery of national awareness campaigns, engagement approaches, systems and processes, and technical specialist advice aligned to the National Strategic Plans.

Leading the delivery of complex programs of work aligned to National Strategic Plans, in consultation with diverse stakeholder groups and committees, is key to the role. The Director will represent ASSEA in various senior level engagements, influencing the strategic direction of critical cross agency, stakeholder and community meetings and forums, securing ASSEA's reputation for providing transparent and quality outcomes.

Having expert knowledge of work health and safety risk management, asbestos and respirable crystalline silica risks and control measures, the Director will engage with relevant technical specialists, researchers and associations at an international, national and state level, ensuring currency of ASSEA's intelligence and transfer this knowledge internally and externally.

Relevant certification and tertiary qualifications are highly desirable in occupational hygiene, environmental sciences or aligned discipline with experience in asbestos and/or silica safety.

Experience in functions aligned to this role along with knowledge and familiarity of relevant legislation and standards, and ability to inform policy advice, prepare complex reports and briefs in support of the national strategic plans is highly desirable.

## Duties

- Secure strategic commitment to national awareness, engagement, and specialist strategies and programs ensuring high-quality outcomes aligned to ASSEA functions, plans and external commitments.
- Provide strategic oversight for ASSEA's engagement approach, proactive media strategy and public relations efforts in consultation with other leaders, seeking out contemporary approaches to build the influence and reputation of the Agency.
- Develop and manage key strategic relationships with a diverse array of government, industry, union, professional groups as well as those who have lived experience, working towards mutually shared outcomes, promoting strategic direction of the agency.
- Oversee and provide specialist advice within ASSEA and for external purposes, applying contemporary technical and scientific input to the delivery of the National Strategic Plans, business cases, Ministerial and parliamentary briefs and other corporate documents.
- Provide specialist advice for ASSEA's strategic forward agenda in consultation with other leaders, identifying emerging issues and opportunities aligned to ASSEA's mandated functions through ongoing industry, scientific and environmental analysis.
- Represent ASSEA on relevant external technical committees supporting the development of standards, associated documents and/or information enabling the currency of ASSEA's hygiene, asbestos and respirable crystalline silica knowledge and information.
- Provide oversight for the ongoing growth in ASSEA's silica knowledge, capabilities and content, by leading the upskill of staff and advancing of ASSEA's information, advice, and guidance.
- Contribute to agency wide strategies and planning, while leading the development of aligned team plans, projects and individual performance and development plans, ensuring a line of sight for all agency staff.
- Lead the design and delivery of a planned program of targeted events, conferences, forums and sponsorships, while representing ASSEA through participation in external events as required.
- Lead a diverse team of high performing professionals, promoting a healthy, safe, and inclusive environment is essential to the role, as is working alongside a small group of leaders to enable the success of the entire agency.

- Manage governance responsibilities aligned to agency delegations and public sector requirements, including the management of team budgets, procurement, resources, risks, people wellbeing and performance, and information security.
- Demonstrate organisational flexibility and cohesion by undertaking other duties as directed.

## Eligibility

- Expert knowledge of work health and safety risk management, asbestos and respirable crystalline silica risks and control measures, with the ability to interpret, prepare, present and communicate technical information in multiple formats for varied audiences.
- Demonstrated experience providing strategic level specialist, professional and/or technical expertise relevant to the role.
- Excellent engagement and interpersonal skills, with the ability to navigate complex stakeholder agendas, across multiple stakeholder groups, who at times have competing agendas.
- High level communication and decision-making capabilities that are based on professional judgement, evaluating risks and in the context of a complex and changing environment.
- Demonstrated experience in anticipating and establishing clear priorities, monitoring progress and working to deliver organisational functions and programs including at times of heightened scrutiny and competing priorities.
- Strong organisational skills and ability to manage competing deadlines whilst maintaining accuracy and attention to detail in delivery of activities.
- Demonstrated ability to operate under broad direction while exercising a significant degree of independence, working with a high level of complexity, discretion, and sensitivity requiring negotiation and influence within these contexts.
- Demonstrated ability to identify and lead innovative solutions to perceived barriers and challenges, while implementing and promoting change and continuous improvement that enhance the agency's success.
- Experience in developing, coaching and/or mentoring employees, performance management, conflict resolution, and identification of development needs.
- Understanding of government financial, legislative and administrative frameworks, and government decision making and well-developed verbal and written communication skills.

To be eligible for employment with ASSEA, you must be an Australian citizen and you will be required to successfully undergo a police record check.

The successful applicant must be able to obtain and maintain a minimum of a Baseline level security clearance or hold a current security clearance of an appropriate level. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\)](#) website.

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

## Notes

The Asbestos and Silica Safety and Eradication Agency (ASSEA) is a small agency that was established in 2013 to oversee national actions to improve asbestos awareness and the effective and safe management, removal, and disposal of asbestos. This involved coordinating the implementation of the Asbestos National Strategic Plan.

In December 2023, the agency's functions were expanded to include silica through the Amendment of the Asbestos Safety and Eradication Agency Act 2013. The agency's name changed to the Asbestos and Silica Safety and Eradication Agency.

Our role is to assist in the prevention of exposure to asbestos fibres and respirable crystalline silica, to eliminate asbestos and silica related disease in Australia and the devastating impacts they create. We do this by coordinating the implementation of the national strategic plans for asbestos and silica. In doing so we are fortunate to work alongside other government agencies, employee and employer representatives, technical experts, the research community, impacted families, and partners, all motivated by the same outcome.

We are a non-corporate entity under the Public Governance, Performance and Accountability Act 2013 (PGPA Act). Our Chief Executive Officer is appointed under the Asbestos and Silica Safety and Eradication Agency Act 2013 (the Act) and performs functions in accordance with that Act.

## About the Asbestos and Silica Safety and Eradication Agency

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The Asbestos and Silica Safety and Eradication Agency (ASSEA) oversees national efforts to prevent exposure to asbestos fibres and respirable crystalline silica in order to eliminate asbestos and silica related disease in Australia through coordinating the Asbestos National Strategic Plan and the Silica National Strategic Plan.

## To Apply

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<b>Position Contact</b>	Jodie Deakes, 0459 888 416
<b>Agency Recruitment Site</b>	<a href="https://www.asbestossafety.gov.au/about-us/about-agency/work-us">https://www.asbestossafety.gov.au/about-us/about-agency/work-us</a>

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