



Australian Government

**Commonwealth of Australia
APSJobs - Vacancies Daily
PS50 Daily Gazette Thursday - 18 December
2025.pdf**

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 PS50 Weekly Gazette Thursday - 18 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 Thursday - 18 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

Important Information:

All material produced on the APSJobs website constitutes Commonwealth copyright administered by the Australian Public Service Commission (the Commission). The Commission reserves the right to set out the terms and conditions for the use of such material. Apart from any use as permitted under the *Copyright Act 1968*, and those explicitly granted below, all other rights are reserved.

Public Service Gazette - Vacancy Notices

Apart from the names of agency contact persons, telephone numbers and email addresses contained in the Public Service Gazette Vacancy Notices (Vacancy Notices) which is personal information and must not be reproduced, all material in Vacancy Notices is licensed under a Creative Commons Attribution 4.0 licence (CC BY 4.0 - <https://creativecommons.org/licenses/by/4.0/legalcode.en>) – To access the full legal code for the CC BY 4.0 license go to <https://creativecommons.org/licenses/by/4.0/legalcode#s6a>. Requests and enquiries concerning reproduction and rights should be addressed to APSJobs, Australian Public Service Commission, GPO Box 3176 Canberra ACT 2601, or by email to contact@apsjobs.gov.au

Further copyright and attribution requirements information can be viewed at <https://apsjobs.gov.au/s/gazette-information>. For more information on the terms and conditions of use of the APSJobs website, incorporating the Gazette, see <https://apsjobs.gov.au/s/terms-and-conditions>

Vacancies

Vacancy VN-0765937

Australian Fisheries Management Authority

Closing Date: Sunday 18 January 2026

Fisheries Operations Branch Duty Officers and Coordination Section

Job Title	Manager, Duty Officers and Coordination
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Majura ACT
Salary	\$123,864 - \$137,667
Future Merit Locations	Darwin, Majura, Thursday Island, Lakes Entrance
Office Arrangement	Hybrid
Office Arrangement Details	Requests for hybrid working arrangements (WFH) are considered on a case-by-case basis, up to 2 days per week.
Classification	Executive Level 1
Position Number	10145
Agency Website	

Job Description

<https://afmacareers.nga.net.au/?jati=098BE855-ECC5-B8D9-CA84-E47ACF32A03E>

About the branch

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

About the team

The Duty Officer and Co-ordination team is responsible for:

- Supporting AFMA's compliance programs by identifying and responding to:
 - suspected breaches of Australia's fisheries laws
 - suspected breaches of international conservation and management measures on the high seas where Australia has an interest.
- Contributing to the development of strategies to detect and deter illegal, unreported, and unregulated fishing in the Australian Fishing Zone and on the high seas where Australia has an interest.
- working closely with our domestic and international counterparts in sharing - information and planning regional fisheries operations to further enhance our abilities to detect and deter illegal, unreported, and unregulated fishing (IUU).

Our ideal candidate

Our ideal candidate will have:

- extensive experience and skills in providing high-level leadership and works effectively to a small team
- excellent decision making, communications (both oral and written) and liaison skills
- experience working in an operational environment, strategically minded and co-ordinating operational planning
- experience successfully managing both internal and external relationships.
- extensive experience and skills in providing operational advice to senior management.
- the ability to demonstrate strong experience in working effectively and collaboratively within a small team and providing high-level leadership to optimise the performance of team members.
- excellent communications and liaison skills and experience in liaising and negotiating with internal and external stakeholders including international agencies.
- relevant experience in researching and analysis data and making decisions based on expertise and in accordance with relevant frameworks, legislation, and policies.

Duties

In addition to meeting the work level standards (WLS) of the position classification, the duties are:

- Advise on procedures and issues relating to the apprehension of illegal foreign fishing vessels in the AFZ, including the seizure, forfeiture, and disposal of foreign fishing vessels.
- Liaise with personnel from Maritime Border Command (MBC), Royal Australian Navy, State and Territory enforcement agencies, and various other government agencies in relation to day-to-day operations relating to fisheries.
- Engage on tactical response actions for the deployment of resources and on the apprehension of illegal operators and report on unusual and critical incidents to senior management.
- Conduct, and support overt and covert surveillance and monitoring operations.
- Analyse surveillance and monitoring data holdings to identify illegal fishing activity.
- Provide regular input into AFMA reporting on foreign compliance matters.

- Conduct operational planning to ensure AFMA’s legislative and international monitoring obligations are met.

Eligibility

To be eligible for this role applicants must:

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

Notes

About the Australian Fisheries Management Authority

To Apply

Position Contact	Brendan Rayner, (08) 8943 0347
Agency Recruitment Site	https://afmacareers.nga.net.au/?jati=098BE855-ECC5-B8D9-CA84-E47ACF32A03E

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765993

Job Title	Senior Fisheries Officers
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Darwin NT
Salary	\$100,690 - \$111,345
Future Merit Locations	Darwin, Thursday Island, Majura, Lakes Entrance
Office Arrangement	Hybrid
Office Arrangement Details	Requests for hybrid working arrangements (WFH) are considered on a case-by-case basis, up to 2 days per week.
Classification	APS Level 6
Position Number	10154
Agency Website	

Job Description <https://afmacareers.nga.net.au/?jati=E882BD34-4BEE-EBDC-B342-E47B0C9C9CEC>

About AFMA

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

About the branch

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

About the team

The International Compliance Operations Section assists in the delivery of AFMA's National Compliance and Enforcement Program and AFMA's International Compliance and Engagement Program.

Nationally, the section develops and implements measures aimed at preventing and deterring illegal foreign fishing activities within waters subject to Australian jurisdiction. The section provides comprehensive management of apprehension and prosecution processes for illegal fishing under the Fisheries Management Act 1991, Maritime Powers Act 2013, and the Torres Strait Fisheries Act 1984. This includes investigating suspected breaches of Australian fisheries laws, managing the seizure, maintenance, and disposal of foreign vessels, and travelling overseas to develop, educate and encourage improved fisheries compliance practices in countries seeking our assistance or with an identified need for outreach programs.

Internationally, the team supports the management of Commonwealth Fisheries by providing operational Monitoring Control and Surveillance (MCS) expertise on land, in the air and at sea through participation in international enforcement activity. The team is responsible for the delivery of capacity building programs to foreign states and their agencies and are involved in the delivery of fisheries management and compliance education under the AFMA International Compliance and Enforcement Program.

Our ideal candidate

Our ideal candidate will:

- be prepared and willing to travel both internationally and/or domestically as required
- be able to deploy to sea and remote marine parks predominantly upon Australian Navy and Australian Border Force patrol assets (including at short notice)
- possess excellent communication and liaison skills and has the skill set needed to liaise, educate, and negotiate with a range of stakeholders, including partner agencies and regional partners or the ability to demonstrate an excellent verbal and written skillset
- possess excellent teamwork and interpersonal skills, including active listening, demonstrating respect, and encouraging others in the work environment.
- demonstrate high level verbal and written skills to share information to a range of stakeholders and audiences of varying backgrounds.
- have the ability to interpret and apply, or willingness to learn to interpret and apply, statutory or regulatory frameworks in a range of circumstances or demonstrated similar skillset
- have the ability to collect and collate information and communicate it clearly in written format with attention to detail
- have relevant experience in investigation and inspection activities (or similar skillset or willingness to learn) and making risk-based decisions in accordance with relevant frameworks, legislation, and policies
- have relevant demonstrated experience in teaching or training others.

In addition to the capabilities & experience outlined above, it is desirable that applicants have:

- an understanding of regional fisheries management organisations and other international fisheries management bodies, or the motivation to obtain
- experience in the design and delivery of Monitoring, Control and Surveillance (MCS) and other fisheries compliance programs or demonstrated experience in producing training including the use of PowerPoint and online training platforms, or willing to learn how to design and deliver an engaging training program.
- a relevant second language, or willingness to undertake language training if required
- experience with vessels both in port and at sea, or willingness to deploy and obtain an understanding of commercial fishing vessel techniques, construction and design, or motivation to obtain.
- attention to detail and familiarity with databases, working within multiple administrative programs and proficient in the use of Microsoft Office suite (including Word, Excel, PowerPoint, Outlook, etc)

Duties

The Senior Fisheries Officer assists the Managers of International Capacity Building and Operations (ICBO) and Darwin Operations (DO) teams to deliver services to combat domestic non-compliance and IUU fishing regionally and internationally, through:

- Undertaking compliance action within the international and domestic environment, including the ability to investigate domestic and/or foreign fishers.
- Ensuring that investigations are conducted in accordance with the Commonwealth Fraud Control Guidelines and the Australian Government Investigation Standards (AGIS).
- Working with team members to design, implement and deliver capacity building programs that are designed to enhance and upskill fisheries officers across the region.
- Provide MCS advice to other nations, regional and international organisations.
- Proactively support AFMA's International and National Compliance and Enforcement Programs.

In addition to meeting the [work level standards](#) of the position classification, as an APS 6, Senior Fisheries Officer, you will:

- Assist in combating illegal foreign fishing in the Australian Fishing Zone and Torres Strait Protected Zone.
- Travel across the Northern Australia, the Pacific and Southeast Asia in support of AFMA's National Compliance and Enforcement Program and International Compliance and Engagement Programs.
- Provide expert advice, once obtained, on the application of legislative and policy guidelines relating to foreign and domestic fisheries compliance matters. Advise on procedures and issues relating to the apprehension and prosecution of foreign and domestic fishing vessels in the Australian Fishing Zone (AFZ)
- After a period of on-the-job training, undertake enforcement activities in accordance with priority areas established through risk assessments, including in-port fishing vessel inspections, fish receiver inspections and at-sea boarding and inspections of fishing vessels

- Once qualified, prepare briefs of evidence for the Commonwealth Director of Public Prosecutions and act as complainant and witness in court hearings. As required, prepare affidavits for inclusion in investigation reports.
- Gather evidence, including forensic examination once trained, in accordance with the Australian Government Investigation Standards
- Undertake disposals of seized foreign fishing vessels, fishing equipment and abandoned fishing equipment
- Represent AFMA's interests at meetings and briefings with other government agencies.

Eligibility

To be eligible for this role applicants must:

- be an Australian citizen
- have the ability to obtain, and maintain, a Negative Vetting 1 security clearance
- satisfy the requirements of an Australian Federal Police Check.
- either possess or be willing to obtain the following:
 - Certificate IV of Government (Investigation)
 - Certificate IV in Training and Evaluation

Be advised that:

- Prior to interview, shortlisted applicants must undertake a psychometric assessment.
- Prior to employment successful applicants are required to undertake a medical and functional fitness assessment. Ongoing employment is also subject to fisheries officers being able to meet AFMA's medical/fitness standards including periodic medical and functional fitness assessment prior to undertaking any field duties.

Notes

About the Australian Fisheries Management Authority

To Apply

Position Contact	Brendan Rayner, (08) 8943 0347
Agency Recruitment Site	https://afmacareers.nga.net.au/?jati=E882BD34-4BEE-EBDC-B342-E47B0C9C9CEC

- 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-0765998

Australian Security Intelligence Organisation

Closing Date: Monday 09 February 2026

Job Title	AE6 Capability Protection and Warrants Officers
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT
Salary	\$107,346 - \$120,947
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	Work from home not available.
Classification	APS Level 6
Position Number	02420252026
Agency Website	www.asio.gov.au

Job Description

www.asio.gov.au/careers

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security. In a complex, challenging and changing security environment, our success is built on the imagination and intelligence of our team. ASIO's people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful in our mission, we need talented people who are highly capable, dedicated, adaptable and resilient.

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

The opportunity

A number of positions are available across two roles for curious, creative thinkers who want to join a team that makes a difference every day. Enable processes that allow ASIO to protect Australia and Australians from threats to their security.

Capability Protection Officer

As a Capability Protection Officer, you will play a critical role in protecting sensitive ASIO intelligence and capabilities in accordance with legal principles, in various proceedings. You will also assist in coordinating the sharing of relevant ASIO information with law enforcement and other partners for investigation, regulatory and other lawful purposes. In this role you will work closely with members of the legal profession and a range of external stakeholders, in a dynamic and unique field. Capability Protection Officers also perform a key liaison and logistics role with the courts, tribunals and inquisitorial bodies to facilitate hearings and proceedings involving national security information and other classified information.

Warrants Officer

As a Warrants Officer, you will play a key role in enabling ASIO to use our special powers to protect Australia from threats to security. You will provide support and assurance to teams engaged in investigative and operational activity across ASIO and gain a unique insight into ASIO's special powers operations. Warrants Officers gain a knowledge of ASIO's legal and policy frameworks, provide first-line advice and deliver high-level services in support of warrant-related activities.

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

Duties

Role responsibilities

As a Capability Protection Officer or Warrants Officer in ASIO, you will:

- Build and maintain effective working relationships with key internal and external stakeholders.
- Work collaboratively within a small team to:
 - protect and identify risk to ASIO intelligence and capabilities
 - provide timely, targeted and practical assurance to clients regarding policy and legislative processes
 - promote early engagement
 - build strategic awareness of intelligence and capability protection or warrant issues.
- Identify current and anticipate future capability protection or warrants issues and work proactively with key stakeholders to develop solutions.
- Develop an intimate knowledge of ASIO's intelligence priorities and capabilities.

What you will bring

We invite applications from candidates, with the following attributes:

- Attention to detail.
- Sound judgment.
- Excellent written and verbal communication skills.
- Ability to work collaboratively within a small team to deliver complete and accurate advice, often to meet tight deadlines.
- Ability to work in a multi-disciplinary team.
- Ability to nurture collaborative relationships with a range of internal and external stakeholders, and represent ASIO to external partners.

What we offer you

ASIO provides a number of benefits to its staff including:

- A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.
- Employer superannuation contributions of 15.4%.
- A variety of leave options, in addition to the standard 4 weeks annual leave to ensure your work-life balance.
- Flexible working arrangements to assist you to maintain your work-life balance. (Please note: due to our unique working environment, work from home options are generally not available.
- Study assistance, including financial support and study leave for tertiary education.
- Access to 7 staff-led diversity and inclusion networks.
- Access to an Employee Assistance Program (EAP).

Eligibility

To be eligible for the role, you must be:

- An Australian citizen.
- Assessed as suitable to hold and maintain a TOP SECRET-Privileged Access security clearance.

ASIO is committed to fostering a diverse and inclusive environment, where all staff are valued and respected. We welcome and value applications from all eligible candidates, irrespective of gender, sexual orientation, ethnicity, religious affiliation, age or disability. Aboriginal and Torres Strait Islander peoples are encouraged to apply.

Notes

Reasonable adjustments

ASIO is committed to fostering a diverse and inclusive environment for candidates to participate within all stages of the selection process. These opportunities may include reasonable adjustment to assessment methodologies to enable full participation. Please let us know if you require any additional assistance or reasonable adjustments during any stage of the recruitment process in order to fully participate in the recruitment process or the workplace.

Location

These positions are located in Canberra. Relocation assistance is provided to successful applicants.

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

How to apply

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

- A written pitch of up to 500 words using examples to demonstrate how your skills and experience meet the requirements of the role.
- A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you may have undertaken.
- Details of 2 referees, which must include a current supervisor.

Before applying you should familiarise yourself with the ASIO People Capability Framework and Core Capability Guide, both available on the ASIO website. To increase your chances of success, tailor your application responses to align with the relevant capabilities and levels outlined in these frameworks.

ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

Closing date and time

Monday 9th February 2025 at 11:59pm

No extensions will be granted and late applications will not be accepted.

Employment conditions

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

Australian Workplace Equality Index

In 2024, ASIO achieved the Australian Workplace Equality Index (AWEI) Gold Standard, recognising ASIO's inclusion work and positive culture. ASIO was one of only 7 public sector employers, and the first Australian intelligence agency, to achieve this status. ASIO has proudly retained AWEI Gold Standard in 2025.

The ASIO Diversity and Inclusion Strategy reflects ASIO's commitment and recognises the benefits of being a diverse and inclusive organisation. For further information about ASIO's Diversity and Inclusion networks, please visit: www.asio.gov.au/about/diversity-and-inclusion.

Enquiries

If you require further information after reading the selection documentation, please contact ASIO Recruitment at careers@asio.gov.au or phone 02 6263 7888.

More information

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

About the Australian Security Intelligence Organisation

To Apply

Position Contact	ASIO Recruitment, 0262637888
Agency Recruitment Site	www.asio.gov.au/careers

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765976

Australian Signals Directorate

Closing Date: Sunday 11 January 2026

Capability & Transformation Group

Job Title	ASD EL1 Project Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	\$126,857 - \$143,093
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	
Position Number	ASD/09887/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

ASD's Capability and Transformation Group plays a pivotal role in delivering advanced mission capabilities and shaping the future of ASD through strategic programs like REDSPICE. Our work spans a broad portfolio, from cutting-edge technology solutions to enterprise-wide transformation initiatives.

The Group is made up of five dynamic Divisions: Cloud, Enterprise Technology, Mission Capability, Mission Data and Portfolio & Resilience. Each Division brings together diverse expertise and disciplines, driving improvements in project management maturity and delivering impactful capability outcomes.

We work in close partnership with key stakeholders, including Air Force, Army and Navy, along with other Defence Groups, to deliver complex projects and programs that keep ASD and the ADF ahead of technological advancements in the region.

With a wide range of projects and roles available, this is your chance to combine your skills and interests to make a meaningful contribution to ASD's success. We offer exceptional training, mentoring and development opportunities, along with a competitive salary and benefits package.

About the Role

ASD's Capability and Transformation Group is seeking experienced Project Managers, both technical and non-technical, to lead and deliver complex capability projects that shape Australia's defence future.

As an ASD EL1 Project Manager, you will take ownership of projects across the full Capability Life Cycle, working with integrated teams to deliver outcomes that matter. Your key responsibilities include:

- Leading project delivery, maintaining and applying knowledge of project management processes and tools, including but not limited to schedule, risk management, quality assurance, benefits management, finance, cost modelling, procurement, contract management, acquisition strategy, test and evaluation, resourcing, project briefs, project management plans and post implementation reviews.
- Implementing project management practices to support iterative/agile working.
- Generating, maintaining and communicating a vision of the project's outcomes and associated benefits.
- Developing and maintaining project artefacts, including briefing presentations, submissions, and reports relating to project status and risks and issues in accordance with organisational record keeping requirements.
- Supporting the evaluation of project and program performance to understand and anticipate critical factors for success and recommending changes where necessary.
- Managing interdependencies in support of specific business strategies and objectives.
- Supporting prioritisation of competing deadlines and managing uncertainty to deliver on agreed project outputs within timeframes and budgets.
- Oversight of and undertaking administrative and logistical support, including documentation management, meeting coordination, and drafting and progressing of financial and procurement documentation.
- Accountability for team cohesion, setting work area priorities, managing workflows and evaluating business outcomes.
- Ensuring the team is keeping end-users informed on the progress of issue resolution and estimated timeframes for resolution.
- Provision of mentor support to junior staff in order to build a stronger understanding of policies, processes and procedures.
- Working closely with other project equity owners and other areas across the organisation.

Adelaide positions will have a focus on security, and being ready to enable certification activities for the project. Key duties may include:

- Performing security inspections of hold and witness points in order to provide a level of security assurance.
- Identifying security vulnerabilities and risks in relation to the construction project.
- Implementing security risk mitigation strategies in consultation with relevant stakeholders throughout the life of the project.
- Checking and investigating any installation deviations from the security specifications.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

Duties

As an ASD EL1 Project Manager, you will lead initiatives that shape Australia's defence capability. We're looking for strategic thinkers and problem-solvers who thrive in complex environments and can turn challenges into opportunities.

Our ideal candidate will have:

- Highly developed written and oral communication skills and an ability to communicate information coherently and concisely to stakeholders.
- Initiative when working with other project staff, engaging effectively with both technical and business stakeholders.
- Ability to work to strict timeframes and transparently escalate issues as required.
- Highly developed attention to detail with an analytical approach to work.
- Ability to provide strategic advice to senior management and stakeholders as well as leading and assuming accountability for projects or programs that have strategic or operational significance.
- Negotiation skills to effectively achieve outcomes and solve problems.
- Understanding of rules and regulations governing project acquisitions, sustainment, and decommissioning.
- Ability to work independently and collaboratively in a multidisciplinary team consisting of APS, ADF and Contractors to ASD.
- Ability to work collaboratively to achieve results and has a willingness to learn and adapt to the needs of their customers.
- Strong interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Responsiveness, adaptability and openness to change, maintaining a positive attitude within a challenging operating environment.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be available to locations across Australia.

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment - To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo a security clearance vetting process at the Top Secret Positive Vetting clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the Top Secret Positive Vetting security clearance for the duration of their employment with ASD.

Notes

Desirable Qualifications, Experience or Training

5+ years' experience in project management or supporting project management in any of the following:

- Capability projects including capability management and/or capability acquisition.
- ICT and Software projects.
- Data Management projects.
- ICT infrastructure and communications / network projects.
- Intelligence capability projects.
- Program Management support.

Knowledge of and compliance to relevant legislative frameworks and government decision making.

National Intelligence Community (NIC) experience and/or Department of Defence experience.

Demonstrated experience in one or more of the following:

- Budget management and budget control.
- Schedule management.
- Project risk, compliance and assurance.

Tertiary or industry qualifications and/or experience in the following will be highly regarded but are not essential:

- Applying project management methodologies such as Prince2, PMBoK, MSP, P3O, SAFe agile, Waterfall, PROSCI.
- Atlassian Suite (Confluence, JIRA).
- Azure DevOps.
- Business, Administration, Finance, Procurement and/or Information Technology.

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 Signals Directorate

To Apply

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

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765981

Australian Signals Directorate

Closing Date: Sunday 11 January 2026

Capability & Transformation Group

Job Title	ASD 5 & 6 Project Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	\$92,387 - \$116,169
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	
Position Number	ASD/09896/25
Agency Website	https://www.asd.gov.au/careers

Job Description

www.asd.gov.au/careers

About the Team

ASD's Capability and Transformation Group plays a critical role in delivering advanced mission capabilities and shaping the future of ASD through strategic programs like REDSPICE. Our work spans a broad portfolio ranging from cutting-edge technology solutions to enterprise-wide transformation initiatives.

The Group is made up of five dynamic Divisions: Cloud, Enterprise Technology, Mission Capability, Mission Data and Portfolio & Resilience. Each Division brings together diverse expertise and disciplines, driving improvements in project management maturity and delivering impactful capability outcomes.

We work in close partnership with key stakeholders, including Air Force, Army and Navy, along with other Defence Groups, to deliver complex projects and programs that keep ASD and the ADF ahead of technological advancements in the region.

With a wide range of projects and roles available, this is your chance to combine your skills and interests to make a meaningful contribution to ASD's success. We offer the chance to work on innovative projects that make a real difference, exceptional training, mentoring and development opportunities, and a competitive salary and benefits package.

About the Role

ASD's Capability and Transformation Group is seeking talented Project Officers, both technical and non-technical, to help shape the future of Australia's defence capabilities.

As a Project Officer, you will be at the heart of delivering mission-critical projects. You'll work alongside integrated teams, driving progress across the Capability Life Cycle and making a real impact on national security. Your responsibilities will include:

ASD 5

- Understanding the vision of a project's outcomes and associated benefits.
- Understanding project management practices to support iterative/agile project delivery.
- Demonstrating an in-depth understanding of the importance of project costs, schedule and expected benefits.
- Providing project coordination and monitoring support including tracking progress of activities against schedules, communication between relevant project stakeholders and identifying issues or risks to project deliverables.
- Supporting senior staff in the translation of requirements into project plans.
- Providing administrative and logistical support, including documentation management, meeting coordination, reporting writing (inclusive of extracting from data sources) and the drafting and progressing of financial and procurement documentation.
- Engaging with and supporting communication (written and oral) to a diverse range of stakeholders.
- Demonstrating an analytical approach to work.
- Remaining responsive and flexible, adapting as priorities change.
- Demonstrating interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Accepting opportunities for mentoring or coaching.

ASD 6

- Supporting project management practices to support iterative/agile working.
- Supporting project delivery, maintaining and applying knowledge of project management processes and tools, including but not limited to, schedule, risk management, quality assurance, benefits management, finance, cost modelling, procurement, contract

management, acquisition strategy, test and evaluation, resourcing, project briefs, project management plans and post implementation reviews.

- Maintaining and communicating a vision of the project's outcomes and associated benefits.
- Developing and maintaining project artefacts, including briefing presentations, submissions, and reports relating to project status and risks and issues in accordance with organisational record keeping requirements.
- Accountable for or supporting scheduling project resources as well as monitoring and reviewing project costs, schedule and expected benefits.
- Supporting interdependencies of specific project business strategies and objectives.
- Supporting a framework for implementing business initiatives, or change within a project setting.
- Providing administrative and logistical support, including documentation management, meeting coordination, and drafting and progressing of financial and procurement documentation.
- Accountable for or supporting team cohesion, setting work area priorities, managing workflows and evaluating business outcomes.
- Assisting the team to answer enquiries and to understand common problems and offer solutions.
- Ensuring the team is keeping end-users informed on the progress of issue resolution and estimated timeframes for resolution.
- Provision of mentor support to junior staff in order to build a stronger understanding of policies, processes and procedures.

Adelaide positions will have a focus on security, and being ready to enable certification activities for the project. Key duties may include:

- Performing security inspections of hold and witness points in order to provide a level of security assurance.
- Identifying security vulnerabilities and risks in relation to the construction project.
- Implementing security risk mitigation strategies in consultation with relevant stakeholders throughout the life of the project.
- Checking and investigating any installation deviations from the security specifications.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

Duties

As a Project Officer, you will be a key driver of capability outcomes. We're seeking proactive, adaptable professionals who thrive in dynamic environments and bring a collaborative mindset to every challenge.

Our Ideal Candidate will have:

- Highly developed written and oral communication skills and an ability to communicate information coherently and concisely to stakeholders.
- Initiative when working with other project staff, engaging effectively with both technical and business stakeholders.
- Ability to work to strict timeframes and transparently escalate issues as required.
- Bring sharp attention to detail and a commitment to quality.
- Ability to work collaboratively to achieve results and willingness to learn and adapt to the needs of customers.
- Ability to work independently and collaboratively in a multidisciplinary team consisting of APS, ADF and Contractors to ASD.
- Foster a positive, inclusive workplace culture aligned with ASD values.
- Ability to apply analytical thinking to solve complex problems.
- Responsiveness, adaptability and openness to change, maintaining a positive attitude within a challenging operating environment.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be available to locations across Australia.

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment - To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo a security clearance vetting process at the Top Secret Positive Vetting clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the Top Secret Positive Vetting security clearance for the duration of their employment with ASD.

Notes

Desirable Qualifications, Experience or Training

Possess 2-3 years' experience in project management (or supporting program/project delivery) in one of more of the following:

- Capability projects including capability management and/or capability acquisition.
- ICT and Software projects.
- Data Management projects.
- ICT infrastructure and communications/network projects.
- Intelligence capability projects.
- Program Management support.
- Agile project management processes, methodologies and tools.

Knowledge of and compliance with relevant legislative frameworks and government decision-making.

National Intelligence Community (NIC) and/or Department of Defence experience.

Demonstrated experience in one or more of the following:

- Budget management and budget control.
- Schedule management.
- Project risk, compliance and assurance.

Tertiary or industry qualifications and/or experience the following will be highly regarded but not essential:

- Applying project management methodologies such as Prince2, PMBoK, MSP, P3O, SAFe agile, Waterfall, PROSCI.
- Experience using tools like Atlassian (JIRA, Confluence) or Azure DevOps.
- Business, Administration, Finance, Procurement and/or Information Technology.

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

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

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765984

Australian Signals Directorate

Closing Date:Sunday 11 January 2026

Capability & Transformation Group

Job Title	ASD 4 Project Support Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Adelaide SA, Brisbane QLD, Canberra ACT, Melbourne VIC
Salary	\$83,489 - \$91,146
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	As per the Information Pack
Classification	
Position Number	ASD/09903/25
Agency Website	https://www.asd.gov.au/careers

About the Team

Join a dynamic and forward-thinking team at the heart of ASD's transformation journey. The Capability & Transformation Group plays a critical role in delivering advanced mission capabilities and shaping the future of ASD through strategic programs like REDSPICE.

The Group is made up of five dynamic Divisions: Cloud, Enterprise Technology, Mission Capability, Mission Data and Portfolio & Resilience. Each Division brings together diverse expertise and disciplines, driving the future of national security capability.

Our team thrives on collaboration, bringing together experts from across disciplines to deliver cutting-edge solutions for ASD and the Australian Defence Force. Whether you're passionate about tech, data or strategic delivery, you'll find a place to grow, contribute and make a real difference.

We work in close partnership with key stakeholders, including Air Force, Army and Navy, along with other Defence Groups, to deliver complex projects and programs that keep ASD and the ADF ahead of technological advancements in the region.

With a wide range of projects and roles available, this is your chance to combine your skills and interests to make a meaningful contribution to ASD's success. We offer the chance to work on innovative projects that make a real difference, exceptional training, mentoring and development opportunities, and a competitive salary and benefits package.

About the Role

As a Project Support Officer, you will play a key role in enabling mission-critical capabilities. You'll work in integrated teams, supporting the full lifecycle of projects that shape Australia's cyber and intelligence future.

More than being simply a support position, this role will provide you a gateway into high-impact project delivery work within Australia's National Intelligence Community.

Key Duties:

- Understanding the vision of a project's outcomes and associated benefits.

- Supporting senior staff in the translation of requirements into project plans.
- Understanding the importance of project costs, schedule and expected benefits.
- Supporting iterative/agile project delivery.
- Assisting with financial and procurement processes to support project goals.
- Providing administrative and logistical support, including documentation management and meeting coordination.
- Ongoing self-development of written and oral communication skills and ability to communicate information coherently and concisely to a diverse range of stakeholders.
- Developing an analytical approach to work.
- Remaining responsive and flexible, adapting as priorities change.
- Demonstrating interpersonal skills to foster and promote a positive and inclusive workplace culture that aligns with ASD values.
- Providing support to and following direction from senior staff under supervision.
- Accepting opportunities for mentoring/coaching.

Adelaide positions will have a focus on security, and being ready to enable certification activities for the project. Key duties may include:

- Performing security inspections of hold and witness points in order to provide a level of security assurance.
- Identifying security vulnerabilities and risks in relation to the construction project.
- Implementing security risk mitigation strategies in consultation with relevant stakeholders throughout the life of the project.
- Checking and investigating any installation deviations from the security specifications.

This role will provide you the opportunity to build your career in project management while directly contributing to Australia's national security.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

Duties

We're looking for motivated individuals who are ready to grow and thrive in a project-driven environment. You don't need to tick every box, what matters most is your mindset and willingness to learn.

Our ideal candidate will:

- Be curious and eager to learn about project delivery in a secure, agile environment.
- Have strong communication skills and enjoy working with diverse teams.
- Show attention to detail and a knack for problem-solving.
- Be adaptable, inclusive and collaborative.

- Bring a positive attitude and a commitment to ASD's values.
- Have an interest in digital tools and project methodologies like Agile or PRINCE2.

Whether you're early in your career or looking to pivot into a new field, we welcome your application.

ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be available to locations across Australia.

Eligibility

Citizenship - To be eligible for employment with ASD, applicants must be an Australian citizen.

Health Assessment - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

Organisational Suitability Assessment - To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

Security Clearance - The preferred applicant will be required to successfully undergo a security clearance vetting process at the Top Secret Positive Vetting clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the Top Secret Positive Vetting security clearance for the duration of their employment with ASD.

Notes

Desirable Qualifications, Experience or Training

While not essential, the following will help you stand out:

- Tertiary qualifications or experience in Business, Finance, Procurement, IT or Project Management.
- Familiarity with project methodologies (Agile, PRINCE2, Waterfall).
- Experience using tools like Atlassian (JIRA, Confluence) or Azure DevOps.

- Exposure to ICT infrastructure, secure communications, or intelligence capabilities.
- Previous work in the National Intelligence Community or Department of Defence.

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 Signals Directorate

To Apply

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

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765979

Job Title	Senior Analyst - Defence Strategy
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Canberra
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	Executive Level 1;Executive Level 2
Position Number	ASPI
Agency Website	https://www.aspi.org.au

Job Description

<https://www.aspi.org.au/jobs-at-ASPI>

About ASPI

The Australian Strategic Policy Institute (ASPI) is an independent, non-partisan think tank that produces expert and timely advice for political, strategic and security leaders in Australia and the Indo-Pacific region.

ASPI was established by the Australian Government in 2001 to provide independent advice on Defence and strategic issues. ASPI's Charter, which guides all our work, explains the government's aims in establishing ASPI as:

- Improving the quality of policy advice received by government by providing contestability.
- Nourishing public debate and understanding of Defence and strategic affairs.
- Developing professional strategic policy expertise in Australia.

ASPI's Defence Strategy Program analyses how Australia defends its national interests in an era of intensifying strategic competition. Our research focuses on three areas: Australia's security environment and regional partnerships; developing military strategy, deterrence and denial concepts, and future force design; and strengthening the defence industrial base, supply chains, and economic resilience. Together, these efforts provide government, industry, and the public with evidencebased insights to enhance Australia's defence and security.

ASPI Values

- **Independent – Conducting impartial, balanced, and objective analysis;**
- **Rigorous – Applying structured research methods and evidence-based reasoning;**
- **Innovative – Bringing fresh thinking to emerging security challenges;**
- **Engaging – Communicating ideas clearly and collaborating respectfully;**
- **Collegial – Contributing to a professional, inclusive, and respectful work culture;**
- **Impactful – Supporting outcomes that influence policy and public debate.**

About the Role

The Defence Strategy Program is seeking an experienced Senior Analyst capable of producing influential research and briefing senior policymakers, who has recognised subject-matter expertise and a credible reputation. The Senior Analyst will conduct rigorous research and analysis and contribute to ASPI events that enhance contestable advice to government and contribute to public debate and understanding of defence and strategic affairs. The successful candidate will lead independent research, produce high-impact analysis, and engage with government, industry, and international partners on key strategic issues shaping Australia's security environment. The Senior Analyst will shape the institute's defence research agenda, focusing on matters related to U.S.–allied/partner cooperation, Southeast Asia geopolitics, regional security architecture, deterrence and denial concepts, maritime security, China and the PLA, defence industry policy and economics, defence capability, force posture, force design, and joint operations and planning.

Duties

Duty Statement

- Conduct original research resulting in evidence-based analysis, to include development of policy-relevant recommendations for high-impact publications.
- Manage major research projects, overseeing timelines, budgets, and ensuring the delivery of high-quality outputs, to include commissioned publications.
- Publish timely analysis in response to significant regional or global events, to include media engagement activities (social media, responding to media inquiries) as agreed to with senior staff.
- Provide authoritative strategic advice and policy recommendations to senior leadership within domestic and foreign government agencies and external stakeholders.
- Represent ASPI as a speaker or moderator at forums, conferences, and briefings.
- Deliver or contribute to impactful events from conception to execution.

- Cultivate and maintain strong relationships with a wide range of stakeholders, representing ASPI's expertise and promoting its work.
- Mentor junior analysts and Defence Fellows.
- Build networks with domestic and international governments, militaries, industry, academia and think tanks.
- Contribute strategically to ASPI's forward research agenda.

Eligibility

Selection Criteria

Essential:

- **Advanced Research, Analytical and Writing Skills:** Ability to design and execute complex research methodologies, critically analyse information from diverse sources, and develop evidence-based conclusions. Strong writing skills and an existing publication track record.
- **Strategic Thinking:** Capacity to understand the broader strategic context, identify emerging trends, communicate complex concepts clearly, and develop forward-looking, actionable policy recommendations.
- **Policy Analysis and Development:** Expertise in analysing existing policies, identifying gaps, and developing innovative, constructive and practical policy solutions.
- **Project Management:** Proven ability to manage complex research or event projects, including planning, resource allocation, risk assessment, and stakeholder management. An ability to work independently and manage multiple projects and requirements beyond research.
- **Subject Matter Expertise:** At least 10+ years' experience working on defence and security matters working in or alongside government or military, industry, think tanks or academic institutions.

Desirable:

- Experience working in government, preferably in Defence, DFAT, ADF, Intelligence Community, or an allied or partner government or as an academic with demonstrated expertise in Australian defence matters.
- Evidence of published analysis or research in reputable outlets on relevant defence topics.
- Experience sourcing and writing funding/grant proposals.
- Organise public events, closed-door roundtables, and expert workshops.
- Postgraduate qualifications, Master's or PhD, in a relevant field (e.g., International Relations, Security Studies, Political Science, Defence Studies, Economics, or similar).

Notes

How to Apply

1. Please refer to the position description attached.
2. All applications should be submitted to **jobs@aspi.org.au** including the following documents:
 - Cover letter (addressing the Position Description and selection criteria) not to exceed three pages.
 - Resume/CV including two current referee contact details.

ASPI promotes a workplace that actively seeks to include, welcome and values unique contributions of all people. The Institute strongly encourages women and people from diverse cultural backgrounds including applicants from Aboriginal and Torres Strait Islander backgrounds to apply.

Preference will be given to Australian citizens or residents, but ASPI will consider visa sponsorship for exceptional international candidates.

The closing date for applications is Thursday, 29 January 2026.

About the Australian Strategic Policy Institute

The Australian Strategic Policy Institute (ASPI) is an independent, non-partisan think tank that produces expert and timely advice for Australia's strategic and defence leaders. The Institute's work helps to foster strategic expertise in Australia through dialogue, research and its contribution to public debate.

To Apply

Position Contact	Branka Hage, 62705110
Agency Recruitment Site	https://www.aspi.org.au/jobs-at-ASPI

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0766013

Job Title	Director-General - Australian Submarine Agency (ASA)
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Various locations - ACT
Office Arrangement	On Site
Office Arrangement Details	Office arrangement maybe discussed with successful candidate.
Classification	Statutory Appointment
Position Number	ASA/09774/25
Agency Website	https://www.defence.gov.au/about/taskforces/aukus

Job Description <https://defencecareers.nga.net.au/?jati=D27B8539-29B4-0D1F-8B3A-E47A927BBE21>

Duties

Introduction

The Australian Submarine Agency (ASA) is responsible and accountable for the management and oversight of Australia's conventionally-armed, nuclear-powered submarine program. Under the Government's direction, the ASA is implementing the Pathway for Australia to acquire nuclear-powered submarines. The Pathway supports Australia becoming sovereign ready to safely and securely operate, build and maintain our own fleet of nuclear-powered submarines, in accordance with our international nuclear safeguards and non-proliferation obligations.

Having met key milestones for the first phase of the program, the ASA must now focus on the delivery phase of this whole-of-nation endeavour.

The magnitude of the work presents an exciting opportunity for a highly experienced leader to shape and build the industry base necessary for the submarine program to succeed, including delivery of this new technology in a safe and secure way.

Given the significant scope and responsibility of the role, the successful candidate must have extensive and demonstrated large-scale commercial and industrial experience in the planning and delivery of major programs. In addition, they should have a proven ability to partner with industry at senior levels and engage with international partners to drive outcomes.

The ideal candidate will be a highly experienced collaborative leader, who has a nuclear mindset, exemplifies the required values and behaviours, and has a proven capacity to engender a culture of innovation and agility. They will demonstrate the capability to provide timely and accurate advice to senior leaders and Government on complex matters. They will have outstanding judgement, strategic awareness, and parliamentary and media acumen.

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

Your Role

The Director-General Australian Submarine Agency (DG ASA) is the face of the ASA. It is critical that the Office Holder engenders the respect and confidence of our trilateral security partnership stakeholders (AUKUS) and our industry partners.

Noting there are only six countries in the world with a nuclear-powered submarine capability, with Australia to become the seventh, the DG ASA must possess large-scale industrial and commercial acumen, cross-nation and industry stakeholder relationship skills, exceptional strategic judgement and experience in delivering a program of this stature.

The DG ASA is responsible for the delivery of a first-of-its-kind project in Australia. The scale of the endeavour means the DG ASA is subject to the highest levels of scrutiny. It is critical that the DG ASA can demonstrate skills of program management of this size, scale and complexity and be a highly effective communicator. The role requires the DG ASA to possess a unique blend of commercial acumen, strategic leadership, stakeholder engagement, technical expertise, industry experience and program delivery.

You must be able to promote a culture of innovation, delivery, collaboration and agility. You must also be able to effectively manage complex procurement, legislative and ethical frameworks to achieve capability outcomes for the ASA and the Australian Government.

Eligibility
Notes

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

About the Australian Submarine Agency

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

To Apply

Position Contact	Justine Greig, 02 5108 5943
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D27B8539-29B4-0D1F-8B3A-E47A927BBE21

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765992

Job Title	Research and Data Analyst
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Gungahlin ACT
Salary	\$101,295 - \$116,452
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements may be negotiated in accordance with the DHA Enterprise Agreement
Classification	APS Level 6
Position Number	493796
Agency Website	https://www.dha.gov.au/

Job Description

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

DHA is seeking an experienced Research and Data Analyst to join the Planning and Engagement Team. Apply now to enjoy a rewarding career at DHA!

About us

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

DHA manages an expanding portfolio of housing solutions and provides housing for over 17,200 ADF members and their families and administers rent allowance for more than 16,000 ADF members and their families in private rental accommodation. DHA provides housing related services advising on eligibility, providing posting support, and managing bookings and allocation services for all DHA provisioned housing and on-base accommodation to approximately 60,000 ADF members.

To find out more about DHA, please refer to our [website](#) or read our latest [Annual Report](#).

Duties

About your team

DHA's Planning and Engagement Team is responsible for the delivery of a performance framework providing strategic direction, alignment, and collaboration across the organisation, with a clear line of sight through all their planning and reporting activities. The team includes DHA's Research Services function, which is responsible for conducting an extensive research program aimed at measuring preferences, experience and satisfaction with the different services and products provided by DHA and supporting decision making by other business lines.

About the role

Reporting to the Research Services Manager, the Research and Data Analyst (DHA6) is primarily responsible for contributing to the delivery of the research program and key research and analysis projects that support evidence-based decision-making within DHA.

Eligibility

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

Notes

Benefits for working at DHA include:

- 15.4% superannuation
- Generous leave entitlements, including 18 days personal leave and 20 days annual leave per year
- Work-life balance and flexible working options
- A positive workplace culture where you can bring your whole self to work
- Opportunities to broaden your industry knowledge and experience
- Career progression and opportunities
- ADF partner employment conditions when posting to a new location

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

Note: All successful applicants are required to be eligible to complete a Baseline Vetting security clearance for consideration of the Australian Government Security Vetting Agency (AGSVA)

How to apply

Apply now via our [online careers site](#) with your current resume and a 500-word one page pitch, addressing the requirements of the role. We recommend you read the Australian Public Service

Commission's Cracking the Code guidance on how to write your response. Additionally, you should consider the expected behaviours described in the Australian Public Service Commission's Integrated Leadership System at this role's level.

For further information on the position, please refer to the Candidate Information Pack through the [online careers site](#).

Applications close: 11:55pm AEST 16 January 2026.

Any questions? Please contact Xiao Song – Director Reform

xiao.song@dha.gov.au / 02 6270 6004

Order of Merit

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

Inclusion and Diversity

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

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

About the Defence Housing Australia

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

To Apply

Position Contact	Xiao Song, 02 6270 6004
Agency Recruitment Site	https://careers.dha.gov.au/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0766015

Defence Housing Australia

Closing Date:Monday 05 January 2026

Commercial
Property Strategic Provisioning

Job Title	Senior Provisioning Manager
Job Type	Full-Time;Part-Time, Ongoing
Location	Carrington NSW
Salary	\$101,295 - \$116,452
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements including part time arrangements can be negotiated in accordance with the DHA Enterprise Agreement
Classification	APS Level 6
Position Number	493790
Agency Website	https://www.dha.gov.au/

Job Description

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

DHA is seeking an experienced Provisioning Manager to join the Strategic Provisioning Team. Apply now and be part of a rewarding career at DHA!

About us

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

DHA manages an expanding portfolio of housing solutions and provides housing for over 17,200 ADF members and their families and administers rent allowance for more than 16,000 ADF members and their families in private rental accommodation. DHA provides housing related services advising on eligibility, providing posting support, and managing bookings and allocation services for all DHA provisioned housing and on-base accommodation to approximately 60,000 ADF members.

To find out more about DHA, please refer to [DHA.gov.au](https://dha.gov.au) or read our latest [Annual Report](#).

Duties

About your team

The Property Group is responsible for meeting DHA's delivery objectives for high quality housing through programs such as Commercial (including Strategic Provisioning), Development and Construction, Leasing and Acquisitions, supported by Marketing and Investor Support teams.

The Strategic Provisioning team is responsible for developing and implementing new provisioning strategies to ensure a long-term supply of newly constructed housing for members of the ADF, manage procurement processes to secure suppliers, and oversee and manage all Supplier Agreements.

About the role

You will have a key role in the development and implementation of Strategic Provisioning programs to enable delivery of the annual Strategic Provisioning program in accordance with the approved capital plan, to achieve national Strategic Provisioning objectives. You will be responsible for executing Strategic Provisioning procurements, managing supplier communications and developing implementation plans for new strategies to identify and provision housing that meets the required standards for Defence members and their families and other Government agencies.

You will be responsible for developing best practice processes to implement Strategic Provisioning programs and ensuring that all contractual requirements and Key Performance Indicators (KPIs) are met. You will support the team to deliver high quality customer service outcomes to all

stakeholders. You will be self-motivated and be required to work under limited direction, organising a range of activities whilst being committed to working within a team environment.

Eligibility

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

Notes

Benefits for working at DHA include:

- 15.4% superannuation
- Generous leave entitlements, including 18 days personal leave and 20 days annual leave per year
- Work-life balance and flexible working options
- A positive workplace culture where you can bring your whole self to work
- Opportunities to broaden your industry knowledge and experience
- Career progression and opportunities
- A dedicated Employee Assistance Program for you and your family to access in times of need
- ADF partner employment conditions when posting to a new location

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

How to apply

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

For further information on the position, please refer to the **Candidate Information Pack** through the [online careers site](#).

Applications close: 11:55pm AEST Monday 5 January 2026. Any questions? Please contact
Skye Gardiner, a/g Assistant Director Strategic Provisioning T: 07 3355 8841 E:
skye.gardiner@dha.gov.au

Order of Merit

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

Inclusion and Diversity

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

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

About the Defence Housing Australia

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

To Apply

Position Contact	Skye Gardiner, 07 3355 8841
Agency Recruitment Site	https://careers.dha.gov.au/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Vacancy VN-0765987

Job Title	COMCAR Depot Supervisors (New South Wales, Queensland and Victoria)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Brisbane QLD, Melbourne VIC, Sydney NSW
Salary	\$79,897 - \$91,189
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	Finance supports flexible workplace arrangements as per operational requirements.
Classification	APS Level 4
Position Number	2025/188
Agency Website	www.finance.gov.au

Job Description

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

ABOUT THE BRANCH

The COMCAR and Programs Branch is responsible for delivering high quality, secure and confidential car-with-driver and other ground transport services to high profile clients, such as the Governor-General and Prime Minister (both current and former), parliamentarians, members of the Federal Judiciary and other high office holders. Additionally, the Branch provides secretariat support to the Australian Political Exchange Council and administers two grant programs.

COMCAR provides ground transport and associated support services to visiting Guests of Government such as Royalty, Heads of State, Heads of Government and other foreign dignitaries. COMCAR frequently delivers services during major international events, such as the ASEAN Special Summit, Group of Twenty meetings (G20), the Commonwealth Heads of Government Meeting (CHOGM) and other Ministerial forums hosted in Australia. COMCAR has a national presence, with drivers located in each state and territory.

Duties

ABOUT THE OPPORTUNITY

As a member of the COMCAR team, you will be responsible for providing support to the Depot Manager in the delivery of COMCAR's services.

Core duties include, but are not limited to:

- Supporting the Depot Manager with the day-to-day operations of the Depot, ensuring the delivery of high quality and timely car-with-driver services to COMCAR clients.
- Supervising and supporting driving staff in an environment operating 24 hours a day, seven days per week.
- Providing administrative support for the COMCAR Depot including payroll systems, timesheet management, and data analysis.
- Supporting the management of a vehicle fleet in an efficient, effective, and environmentally sustainable manner.
- Supporting the Depot Manager and/or COMCAR's Visits team with delivery of the Guest of Government visit program, ensuring a high level of service delivery, observing strict security and confidentiality protocols.
- Capably represent COMCAR and the Department of Finance in an official capacity, presenting with credibility.

Please note that these roles:

- involve intermittent after-hours commitments and applicants must be able to meet the flexible requirements of the position, including occasional interstate travel.
- are operational roles and there is a requirement for candidates to work from the Depot.
- may have limited access to flexible working arrangements, however applications will be considered for all candidates in line with the Departmental guidelines.

Applicable allowances, flex time and overtime are payable for additional duties outside of regular hours of work, in line with the Department's enterprise agreement.

DETAILED VACANCY INFORMATION

For detailed information about these roles, including the job specific capabilities, please refer to the downloadable vacancy pack, which can be accessed by clicking the hyperlink at the bottom of this page.

Eligibility

- Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Successful applicants will be required to undergo the process to obtain and maintain, or continue to hold the required security clearance level for the role as indicated in the downloadable job pack. All Finance staff are required to have a minimum baseline security clearance prior to commencement.
- This role is being advertised as both ongoing and non-ongoing. Roles may be offered as either ongoing or non-ongoing subject to operational requirements. Where a non-ongoing position is offered, the role will be filled for a specified term of up to 12 months. Specified term vacancies may be extended up to a maximum period of 18 months.
- We encourage and welcome applications from Aboriginal and Torres Strait Islander peoples, people with Disability, LGBTQI+ people, people from culturally and linguistically diverse backgrounds and mature aged people.

Notes

This recruitment process is being used to fill current and future vacancies. A merit pool of suitable applicants may be created which may be used to fill future vacancies should they become available over the next 18 months.

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 Finance

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

To Apply

Position Contact	Luke Gonzalez, 02 6215 1875
Agency Recruitment Site	https://financejobs.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765946

Department of Home Affairs

Closing Date: Sunday 25 January 2026

Customs Compliance Enforcement & Targeting
Customs & Trade Compliance Customs Enforcement

Job Title	Investigator, Customs Enforcement
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	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;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 5
Position Number	140816
Agency Website	www.homeaffairs.gov.au

Job Description

<https://jobs.homeaffairs.gov.au/job-invite/140816/>

The Australian Border Force (ABF), an operationally independent body within the Department of Home Affairs, is Australia's frontline border security agency and Australia's customs service. The Australian Border Force delivers critical border protection and national security outcomes while facilitating the movement of people and goods across the border. The Australian Border Force's mission is to protect Australia's border and enable legitimate travel and trade.

The Investigator job role provides a specialist investigation and enforcement capability within the ABF that identifies, targets, disrupts and deters national security threats and serious or complex crime across the Australian border continuum. Investigators investigate migration, customs and

other border related offences, including but not limited to the importation/exportation of border-controlled precursors; illicit firearms and firearm parts; child abuse material; visa and migration fraud; foreign worker exploitation; trade and revenue related fraud.

Investigators use a range of methodologies and techniques that comply with the Australian Government Investigation Standards 2022 (AGIS 2022) and departmental policies. They share information, refer cases and conduct operations either independently or jointly with domestic or foreign law enforcement and customs agencies.

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

Our ideal candidate

Are you a confident communicator who can clearly brief colleagues and engage effectively with internal and external stakeholders?

Do you thrive in dynamic team environments, collaborating to deliver operational and strategic outcomes?

Are you motivated by the challenge of protecting Australia's borders and preventing criminal activity?

Are you seeking a diverse and rewarding career where adaptability, critical thinking, and integrity are key to success?

Now is the time to join ABF Investigations, part of Customs Compliance and Enforcement within the ABF. This role offers a unique opportunity to contribute to Australia's frontline border security agency in a high-risk, high-reward environment.

Our ideal candidate:

- Demonstrates exceptional communication and interpersonal skills, with the ability to influence and build strong relationships.
- Possesses strong analytical and problem-solving capabilities, able to identify, interpret, and critically assess complex information.

- Shows adaptability and resilience in fast-paced, evolving operational contexts.
- Upholds the highest standards of integrity and professionalism, ensuring compliance with legal and ethical frameworks.
- Is proactive in planning and prioritising tasks while working under Command, Control and Coordination principles to support ABF enforcement outcomes.

While not essential, experience in government, regulatory compliance, law enforcement, or Defence, along with relevant qualifications, will be highly regarded and provide an opportunity to apply your expertise in a challenging and rewarding environment.

Duties

APS5 Investigators work under limited direction to investigate breaches of migration, customs and other border related legislation in accordance with the Department's policies.

An APS5 ABF Investigator is accountable and responsible for supporting the delivery of a range of activities, including but not limited to:

- Plan and prepare investigations by developing investigation plans, assessing risks, and coordinating with internal and external stakeholders.
- Conduct end-to-end investigative activities, including executing search warrants, interviewing persons of interest, and gathering intelligence in line with legislation and policy.
- Obtain, evaluate, and present evidence, preparing briefs of evidence, statements of fact, and presenting evidence in court.
- Apply legislation, policies, and procedures with an understanding of departmental operating environments, exercising sound judgment and making legally defensible decisions.
- Contribute to investigation capability and standards by participating in case reviews, suggesting process improvements, and representing the ABF professionally in all interactions.

Additional information

A position with ABF Investigations requires you to meet strict professional, operational, and integrity standards. You must:

- Obtain and maintain relevant medical, fitness, and psychometric standards to ensure operational readiness.
- Become a sworn Border Force Officer (BFO) by making an oath or affirmation.
- Obtain and maintain essential and role-specific qualifications as part of employment, including a minimum Certificate IV in Government Investigations (provided via six week Border Force Investigations Program).
- Have flexibility to work outside standard hours, including overtime, on-call duties, and attend court as a witness.

- Undertake travel interstate, intrastate, and overseas, including extended periods for training or short notice operational deployments.
- Undertake operational training to carry and use a firearm, if required.
- Hold a current Australian driver's licence.

Eligibility

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

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

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

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

Notes

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

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

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

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

About the Department of Home Affairs

The Department of Home Affairs is responsible for central coordination, and strategy and policy leadership in relation to cyber and critical infrastructure resilience and security, immigration, border security and management, counter-terrorism, the protection of our sovereignty, citizenship and social cohesion. The Department implements a strategically coordinated approach to the cyber

security and resilience of all Australians through the appointment of a Cyber Security Coordinator and continues to enable rapid responses to threats of foreign interference through the dedicated Counter Foreign Interference Coordinator. Additionally, the Department contributes to Australia's prosperity and unity through the management and delivery of the migration, humanitarian and refugee programs. The Department also promotes social cohesion through multicultural programs, providing settlement services and through managing and conferring citizenship. We encourage applications from Indigenous Australians, people with disability and people from other diverse backgrounds. We are committed to providing a working environment that values diversity and inclusion and supports staff to reach their full potential. For more information www.homeaffairs.gov.au/about-us/careers/working-with-us/workplace-diversity

To Apply

Position Contact	David Gordon, 03 9244 8754
Agency Recruitment Site	https://jobs.homeaffairs.gov.au/job-invite/140816/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765970

Job Title	APS6 - Recruitment Manager
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Parkes ACT
Salary	\$95,375 - \$105,910
Future Merit Locations	Parkes
Office Arrangement	On Site;Flexible
Office Arrangement Details	Office arrangement may be discussed with the successful candidate
Classification	APS Level 6
Position Number	106089
Agency Website	

Job Description

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

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

Duties

The Library is seeking to fill an ongoing **Recruitment Manager APS6** role in the Human Resources (HR) Section of the Corporate Branch.

The Recruitment Manager partners with business areas across the Library to strategically manage the workforce. It oversees the operational recruitment functions associated with sourcing and selecting talent and manages a small team performing administrative functions. It also plays a key role to ensure the policies and procedures are aligned with APS legislation and best practice.

We are looking for a manager with proven experience working with senior leaders to plan and deliver recruitment services. Strong technical knowledge of legislation, HR recruitment and onboarding systems is critical.

To succeed in this role you will need:

- an in-depth knowledge of the APS employment framework including strategic recruitment strategies and initiatives.
- thorough understanding of related HR practices and strategies including remuneration and the Library's enterprise agreement.

Eligibility

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

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

Notes

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

About the National Library of Australia

To Apply

Position Contact	Gary Fisk, 02 6262 1683
Agency Recruitment Site	https://nla.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Vacancy VN-0765936

Job Title	Regulatory Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Perth WA
Salary	\$83,357 - \$97,486
Future Merit Locations	Perth
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Working predominantly in the office, however, work from home may be permitted as per NOPSEMA's policy.
Classification	APS Level 4
Position Number	13528
Agency Website	https://www.nopsema.gov.au/

Job Description

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

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

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

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

Role:

We are currently seeking a Regulatory Assistant to join the Strategic Regulation and Improvement Division in our Perth office.

Reporting to the Deputy Chief Executive Officer, the role will provide high level administrative and technical support and play a key role in ensuring the smooth and efficient operations of the Division.

Why work for NOPSEMA?

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

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

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

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

If you are an experienced Assistant, apply now and take the next step in your career with this exciting opportunity.

Further information:

For more information and to apply for this exciting opportunity visit:

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

Please note that the closing date for this position is **9 January 2026**.

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

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

Duties

Key responsibilities:

- Calendar management, including ensuring Senior Executives and Directors are fully briefed and prepared for internal and external meetings.
- Administration of procurement, including managing travel, accommodation and expense reimbursements.
- Facilitating meetings, coordinating follow up actions and drafting correspondence.
- Active participation in team development and planning activities, arranging workshops and coordinating events.
- Assisting Directors and Regulatory Specialists in the administration of core regulatory processes: processing submissions, drafting and reviewing correspondence, liaising with operators and titleholders.
- Creating electronic files, updating and managing the Regulatory Management System and updating the external website.
- Working flexibly across the division, sourcing information and undertaking research and project work as appropriate.

We would like to hear from you if:

- You are an experienced Technical Assistant, Executive Assistant, Personal Assistant, Project Administrator or Administrative Officer.
- Possess experience in providing support to senior executives and technical experts, supporting multiple activities simultaneously.
- Have good communication and interpersonal skills, with the ability to liaise confidently with a wide range of internal and external stakeholders.
- Possess strong organisational skills, ability to meet deadlines with limited supervision, and manage competing priorities.

- Have demonstrated ability to use initiative, problem solve and react flexibly to changing priorities.
- Have excellent attention to detail, ability to quality assure documents and maintain databases.
- Possess experience in coordinating workshops, events, booking travel, expense reimbursements and procurement.

Eligibility

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

You must pass and maintain a security clearance to the level 'Baseline'.

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

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

This position is open to Australian Citizens only.

Notes

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 Offshore Petroleum Safety and Environmental Management Authority (NOPSEMA)

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

To Apply

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

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Agriculture, Water and the Environment

Vacancy VN-0765625

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 04 January 2026

Plant and Live Animal Exports, Welfare and Regulation
Animal Welfare and Regulatory Stewardship

Job Title	Assistant Secretary, Animal Welfare and Regulatory Stewardship
Job Type	Full-Time, Ongoing
Location	Canberra ACT, Brisbane QLD, Sydney NSW, Adelaide SA, Melbourne VIC
Salary	-
Future Merit Locations	Canberra, Adelaide, Sydney, Brisbane, Melbourne
Office Arrangement	On Site
Office Arrangement Details	On-Site
Classification	Senior Executive Service Band 1
Position Number	2025/4027
Agency Website	https://www.agriculture.gov.au

Job Description

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

Are you a visionary leader with a passion for shaping national policy for regulatory stewardship and animal welfare? This is your opportunity to influence Australia's animal welfare framework, reform regulatory practice, drive strategic reform, and represent our nation.

Duties

As the Assistant Secretary, you will be responsible for:

- Overseeing activities that deliver evidence and science-based animal welfare policy and standards, facilitate trade, and provide reliable and balanced evidence-based advice.
- Leading the development of evidence-based strategic policy to enhance animal welfare, including the renewal of the Australian Animal Welfare Strategy.
- Lead strategic reform and governance of the export regulatory system, driving legislative change, assurance frameworks, and continuous improvement.
- Strategically engaging and collaborating with key industry, state and territory officials, and non-government stakeholders to strengthen Australia's animal welfare system by understanding and addressing challenges and opportunities and developing measures based on the best available science and evidence, including maintaining a trusted relationship with the Minister and their Office.
- Engage and collaborate with internal and external stakeholders to strengthen regulatory practice and performance and promote confidence in Australia's export system.
- Effectively representing the department at animal welfare related forums, including the Animal Welfare Task Group, a subcommittee of the Agriculture Senior Officials Committee, and the World Organisation for Animal Health.
- Promoting Australia's animal welfare credentials to support market access.
- Overseeing reviews of the Australian Standards for the Export of Livestock to ensure it is fit for purpose, practical and based on the best available science and evidence.
- Build capability and consistency across the department by embedding sound regulatory practices and supporting staff in lawful decision-making.
- Managing a diverse and geographically remote and dispersed workforce to be inclusive, respectful and positive.
- Managing and leading the branch consistent with Work Health and Safety responsibilities and obligations, the department's workplace behaviours policy, the APS Values and Code of Conduct, APS Employment Principles and the Secretaries Charter of Leadership Behaviours.
- Managing branch finances to agreed budgets and forecasts.

To be successful in the role you will need to meet the Senior Executive Service capability for the SES Band 1 level, and you will have the following:

- Strategic leadership capability with a proven ability to drive regulatory outcomes, regulatory reform and provide assurance and governance over complex environments, including evidence-based policy.
- Highly developed management skills, including the ability to promote a high-performance culture, whilst ensuring employee wellbeing and delivering organisational goals.
- Excellent stakeholder engagement skills, with a demonstrated ability to build trusted relationships across multiple levels of government, industry, non-government organisations, and international forums.
- The ability to communicate effectively with diverse audiences, be articulate and persuasive and capable of facilitating discussions to resolve often highly divergent and contentious matters.
- Strong analytical and decision-making ability, with experience in applying evidence-based approaches and solutions to improve regulatory systems and outcomes.
- The ability to prioritise and manage competing demands and tight deadlines.
- A record of delivering high quality financial management outcomes in a complex government environment.
- Demonstrated public service professionalism and probity.
- Demonstrated commitment to diversity, model the APS Values, APS Employment Principles and promote compliance with the APS Code of Conduct and the Secretaries Charter of Leadership Behaviours (DRIVE).
- Relevant policy and/or technical experience is highly desirable, including with regulation.

Eligibility

Location

Please note this position is located in Canberra, ACT.

Security clearance

This position requires a Negative Vetting 1 security clearance. The successful applicant will be required to obtain and maintain a clearance at the appropriate level for this position.

Notes

About the Department of Agriculture, Fisheries and Forestry

To Apply

Position Contact	Andrew McDonald, 02 6272 4067
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Agriculture, Water and the Environment

Vacancy VN-0765932

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 08 January 2026

Science & Surveillance Technical Response

Job Title	Field Officer - Technical Response
Job Type	Full-Time, Ongoing
Location	Brisbane QLD
Salary	\$77,728 - \$84,619
Future Merit Locations	Various locations - QLD, Brisbane
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 4
Position Number	2025/4004
Agency Website	https://www.agriculture.gov.au

Job Description

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

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

We protect Australia's plant health to support trade, the economy, and the environment. Our division provides scientific advice, diagnostics, biosecurity training, and risk assessments. We enable safe plant imports, strengthen systems, and engage stakeholders. Surveillance and response are conducted at national entry points and approved sites, including northern Australia. We work closely with communities and Indigenous rangers to manage biosecurity risks, including in the Torres Strait.

Our scientists are on the front line of biosecurity, leading early detection and response for pests, diseases and weeds at entry points and across northern Australia. We deliver diagnostics, inspections, and training that help stop biosecurity threats before they spread. By working with stakeholders and sharing expertise, we strengthen Australia's ability to protect its agriculture, environment and communities.

We are looking for experienced field staff to deliver surveillance activities in response to exotic pests, weeds and diseases. You will be working as part of a local and national team.

Duties

This is where you play an important role.

As a **Field Officer - Technical Response** your work will include but not be limited to:

Field Surveillance:

- Undertake and respond to biosecurity incident responses to exotic plant pests and diseases.
- Work outside conducting field surveillance and monitoring activities throughout the year.
- Set and maintain response monitoring and/or trapping programs, arrange and supervise pest treatments.
- Some travel to regional areas/interstate may be required.

Stakeholder engagement:

- Liaise with premise managers and external stakeholders to obtain site access, supervise treatments, manage expectations and provide updates on responses.
- Increase awareness of the threats of exotic pests, encouraging stakeholders to report incidents.

Reporting:

- Ensure accurate collection and reporting of data in line with the response procedures.
- Enter and retrieve geospatial data, including site mapping tools.

Assist with response planning Teamwork:

- Work with other staff, including other program areas and provide guidance where required to complete pest response surveillance for exotic pests such as invasive ants, stink bugs, snails, weeds and plant pathogens.

Diagnostic/Technical:

- Undertake field and laboratory triage diagnostics of samples collected including invertebrates, weeds and plant pathogens.
- Prepare traps and field equipment prior to field deployment
- Preparation and processing of specimens for diagnostics and storage.

Administration and Coordination:

- Assist with the ordering of stock and equipment for response activities.
- Contribute to the development of instructional material and delivery of training to staff to support responses to exotic pests.
- Comply with departmental WH&S policies and guidelines and being alert for and reporting risks regarding WH&S issues.

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

Eligibility

Our ideal candidate will have:

Knowledge and experience

- Knowledge of the Australian Biosecurity system and of exotic pests, diseases or weeds.
- Demonstrated ability to undertake field surveillance activities.
- Work independently in a small nationally dispersed team of pest surveillance officers.

Skills and capabilities

- Communication:
 - Good communication skills in liaising with industry and agency clients.
- Technical expertise:
 - Assist in triage diagnostics of invertebrates, plants or plant diseases.
 - Perform field and laboratory tasks and management including setting up traps and lures, preparing and processing samples.
 - Assist in the data management and entry.

Mandatory Requirements

This position requires you to hold a:

- ASIC Licence
- MSIC Licence

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. 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	Silvio Melesi, 0481 462 422
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Agriculture, Water and the Environment

Vacancy VN-0765980

Department of Agriculture, Fisheries and Forestry

Closing Date:Thursday 15 January 2026

Deputy Chief Veterinary Officer Pacific Engagement Program for Animal Health

Job Title	Project Officer
Job Type	Full-Time;Part-Time, Ongoing
Location	Canberra ACT, Adelaide SA, Brisbane QLD, Darwin NT, Melbourne VIC, Perth WA, Sydney NSW
Salary	\$95,438 - \$108,360
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Subject to negotiation
Classification	APS Level 6
Position Number	2025/3766
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 you will have on the Office of the Chief Veterinary Officer Division and the department's goals.

The Australian Chief Veterinary Officer (ACVO) is the primary advisor to the Australian government on matters relating to Australia's animal health status and associated systems. The ACVO works to represent and influence Australia's animal health interests globally, regionally and nationally to manage animal biosecurity risks and maximise trade opportunities for Australian producers.

The Office of the Chief Veterinary Officer (OCVO) supports the ACVO's leadership at departmental, national and international levels on a range of significant, high-profile and diverse issues. We work collaboratively with key stakeholders from within and outside government, and value diversity.

Key functions within the OCVO include anticipating, preparing for, and responding to animal health issues of potential national significance; representing Australia's interests in the development of international animal health trade standards and policies, fulfilling Australia's international animal disease reporting requirements, and representing Australia's favourable animal health status; working closely with health and environment agencies to manage emerging One Health risks, including future pandemics of animal origin; and working closely with

Pacific Island countries and territories, and other regional counterparts to strengthen animal health systems throughout the region and enhance regional cooperation and partnerships.

As a Project Officer in the Pacific Engagement Program for Animal Health section, you will support delivery of animal health capacity building projects with Australia's near neighbours, with a view to enhance animal health and biosecurity in Australia and our region.

Duties

This is where you play an important role.

As the **Project Officer**, you will:

- Contribute to the delivery of a multi-year paraveterinary training program for Pacific Island countries and territories, and Timor-Leste, in line with established objectives.
- Establish and manage grant agreements, procurements, contracts, and other financial arrangements with project partners.
- Oversee project revenue, expenditure, and financial reporting obligations.
- Prepare and maintain project documentation for reporting, monitoring and evaluation purposes.
- Organise meetings, workshops and international travel, including virtual and face-to-face, with Australian and international counterparts.
- Perform administrative duties and coordinate project activities to support the program's success.
- Identify and effectively communicate with internal and external stakeholders, and develop strong working relationships.
- Contribute to briefings, presentations, and other communication materials, and provide accurate advice to internal and external stakeholders.

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.

Eligibility

Our ideal candidate will have:

Knowledge and experience

- Demonstrated experience with project delivery involving multiple diverse stakeholder groups.
- Proven ability to build and maintain strong working relationships with internal and external stakeholders.
- Knowledge of Commonwealth procurement and grant systems and experience in preparing and administering procurement contracts and grants.
- Previous experience working in the fields of international development or biosecurity, and/or an understanding of Pacific Island cultures would be an advantage.

Skills and capabilities

- Strong project management skills, including the ability to think strategically, synthesise complex information and identify effective solutions.
- Strong organisational, financial, and administration skills, with excellent attention to detail.
- Active listening skills and the ability to convey ideas and information via written and verbal communication.
- The ability to work independently, flexibly, and collaboratively within a team.
- Strong interpersonal skills, good work ethic, and ability to show initiative.
- The ability to solve problems, work under tight timeframes, and prioritise competing demands to achieve results.

Work location

- We are open to discussing flexible working arrangements. To seek further information please speak with the contact officer prior to submitting your application. The role may involve occasional international travel and an ability to travel to Pacific countries and/or Timor-Leste is desirable.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. 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	Corissa Miller, 0421 908 375
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Agriculture, Water and the Environment

Vacancy VN-0765985

Department of Agriculture, Fisheries and Forestry

Closing Date:Sunday 18 January 2026

Legal
Several All

Job Title	Legal Officer
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$77,125 - \$111,347
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Subject to negotiation
Classification	APS Level 3;APS Level 4;APS Level 5;APS Level 6
Position Number	2025/3884
Agency Website	https://www.agriculture.gov.au

Job Description

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

Why YOU are important to us and what impact will you have on the Legal Division and the departments’ goals.

The Department of Agriculture, Fisheries and Forestry’s legal work is unique. You will have the opportunity to provide legal advice and services while working closely with policymakers and operational staff on matters that directly affect all Australians across areas as diverse as biosecurity, agricultural production, trade, food, wine, fisheries and forestry. A job with Legal Division is a chance to meaningfully apply your legal skills to practical outcomes in an environment and with colleagues that are focused on supporting you, your learning and development as a lawyer.

The Legal Division works together to support and develop lawyers to meet their career aspirations. You will be working with committed, engaged colleagues in a supportive and flexible environment, and will progress interesting and meaningful work that is unique to the department and the Commonwealth.

We have ongoing and non-ongoing opportunities for Legal Officers. If you enjoy an energetic, purposeful and collaborative legal environment, then this is the role for you. You will report to a Senior Legal Officer. You will need to prepare written advice and provide support to operational officers, including on complex matters, so your ability to communicate effectively both verbally and in writing is essential. You should be able to be flexible in how you deliver advice and engage with clients. You are in a position of trust within the department and will work under guidance from your supervisor and manager to achieve your objectives. We are committed to developing and building quality lawyers with recognised and respected experience and qualifications.

Duties

This is where you play an important role.

As a **Legal Officer**, you will be expected to distil and research key legal issues, provide strategic and practical advice, communicate effectively, and build strong relationships across teams and with internal clients. You will also need to demonstrate sound judgement, handle sensitive matters affecting the agricultural sector and broader community, and manage tight timeframes, including issues from the Minister's Office or scrutiny bodies.

The Legal Division's large and diverse practice means that lawyers will be able to gain experience in their specific interests across a wide range of areas of law, including:

- Advice on regulatory systems, operations and cost recovery to assist staff on the front lines with Australia's quarantine, trade, food safety and exports across diverse supply chains, at airports and in the community.
- Practical legal advice to assist investigation and enforcement of biosecurity and export laws to ensure Australia's trade and health are safeguarded, including by civil penalty litigation.
- Directly developing and progressing legislation, working closely with policymakers to put effective laws in place.
- Managing the department's litigation caseload and dispute resolution, including working with external law firms and counsel to provide strategic advice, to support the department's policy and operational activities.
- Employment law advice, including on investigations, work health and safety and external review proceedings.
- Advice about the department's extensive range of commercial matters, including advising on procurements and grants, ICT contracting, the Commonwealth resource management framework, intellectual property and property matters.
- Managing the department's legal issues arising from data management and information collection and management, including privacy advice and freedom of information requests.

This recruitment process will be used to fill both ongoing and non-ongoing positions across the legal branches. The merit pool may also be used to fill future ongoing and non-ongoing vacancies in the Division where the duties are of a similar nature.

Eligibility

Our ideal candidate will have:

- 1 to 3 years of relevant post-admission experience. While this is desirable, if you have not had this level of experience but believe you would be competitive, we invite you to apply.
- The ability to distil and research key legal issues and provide strategic and practical legal advice.
- Excellent communication skills, including the ability to understand diverse viewpoints and to persuade and influence.
- Enjoy working in a collegiate environment and be happy to operate across teams.
- The ability to develop and maintain effective working relationships with team members and internal clients will be critical.
- Be able to demonstrate sound judgement and an ability to deal with sensitive matters that will often impact the agricultural industry and/or the broader Australian community.
- Effective time management is also required as timeframes are tight, especially when dealing with issues direct from the Minister's Office or before scrutiny bodies, so matters must be actioned in a timely and effective manner.

Mandatory Requirements

To be eligible for these positions you are required to hold a degree in law, completing, or have completed, your practical legal training requirements and be eligible to hold an ACT legal practising certificate.

Notes

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements for the job. For more information visit: <https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the 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	Jessica Richard, (02) 5156 5934
Agency Recruitment Site	https://www.agriculture.gov.au/about/jobs/apply

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Attorney-General's

Vacancy VN-0765975

Federal Court of Australia

Closing Date:Sunday 18 January 2026

Federal Court of Australia
Registrars

Job Title	Legal Case Manager
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Melbourne VIC
Salary	\$84,228 - \$91,809
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	On Site
Classification	APS Level 5
Position Number	1027-12-25
Agency Website	https://www.fedcourt.gov.au/about/employment

Job Description

<https://fcajobs.nga.net.au/?jati=5BD2A734-3D02-1134-9EE2-E47B0AB193C0>

Position Overview

The Legal Case Manager position provides support to registrars that exercise delegated judicial powers and administrative power.

Broadly, the primary areas of registrar work for which support is required are as follows:

- Mediation and Case Management Support. This involves mediation and case management work done by registrars in support of matters within judges' dockets.
- Registrar Court work. This work involves the running of Corporations (FCA) and Bankruptcy (FCA and FCFCOA) lists, issuing of summonses for examination, return of documents in examinations and public examinations; Return of Subpoena lists and hearings (FCA); Small Claims list (FCFCOA) and Adverse Action lists (FCFCOA and FCA); special fixture interlocutory hearings.
- Other Registrar Work. This work includes the determination of costs (long form bills of costs estimates, confidential conferences, taxation of costs, remuneration assessments), duty work, eCourtroom substituted service applications, and other work (pro bono, tribunal support, external liaison).

Legal Case Managers will also assist with national tasks. Further details and specific examples of work to be undertaken by Legal Case Managers are set out below.

Duties

Legal Case Managers provide support to the judicial registrar team, including:

Mediations and Case Management:

- Coordinating the management of proceedings the registrar is mediating or case managing, including liaising with parties, organising mediations and case management conferences, preparing correspondence, ensuring facilities are arranged in accordance with the requirements of each particular mediation and/or case management conference and ensuring that relevant case data on the Court's case management system is accurate and up to date.

Registrar Court work:

- Undertake preparatory work for the list, including liaising with parties, listing matters on the Court's case management system, undertaking all post Court work, including uploading orders and ensuring the Court's case management system accurately reflects outcomes.
- Assist with any preliminary work required for public examinations including attending the examination with the registrar as required and ensuring that outcomes and listing details are accurately recorded.

Other Registrar Work:

Costs

- Support the registrar with all aspect of the work, including the review of bills of costs to ensure they are ready to be estimated and taxed, prepare drafts of all estimate letters and prepare orders and certificates of taxation for the registrar to approve.
- Assist with the lump sum costs process including by drafting orders, recording outcomes and corresponding with parties as required.
- eCourtroom – applications for substituted service and issue of summonses for examination
- Support the registrar with all aspects of the work, including liaising with parties, prepare draft orders for consideration by the Registrar and arranging public examinations.

Other duties as required.

- Undertake the co-ordination of pro-bono work.
- Diary and in-box management for registrars as well as management of the registrars' calendar and any travel arrangements.
- Ability to be deployed to Registry or Chambers as required.

Eligibility

Competencies & Attributes

To undertake this role the successful candidate must have:

- An interest in the law.
- The ability to provide high level administrative support effectively and efficiently.
- A sound understanding of the jurisdiction and practice and procedure of the Court or the ability to acquire such knowledge quickly.
- The ability to work both autonomously and also collaboratively as a member of a team.
- The ability to manage multiple tasks and priorities effectively.
- The ability to build and sustain positive relationships with a network of key stakeholders, internally and externally.
- A high level of IT proficiency.

Formal Qualifications

There are no formal qualifications required to undertake the role. A law or related degree (or current enrolment in a law or related degree) will be regarded favourably.

Selection Criteria

1. Experience providing administrative and general support (preferably to a legal practitioner). Formal legal qualification, currently studying law and/or a demonstrable interest in the general federal law jurisdiction of the Federal Court.
2. Knowledge of the FCA and FCFCOA (general federal law) jurisdiction, practices and procedures, or the ability to quickly acquire this knowledge.
3. Good written and oral communication skills underpinned by exceptional attention to detail.
4. Problem solving skills and the ability to evaluate a large volume of information quickly and to manage multiple tasks and priorities effectively.

5. The ability to work both autonomously and collaboratively, including strong interpersonal skills, a proven ability to build and maintain positive professional relationships, and court appropriate presentation.
6. Demonstrated proficiency with administrative tasks and technology, including the use of electronic legal resources and the ability to learn and use the court's case management systems and courtroom technology.

How to apply

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

As part of your application, you will be required to submit a two-page response outlining your suitability for this position having regards to the selection criteria and duties of the position which are described in the position description (maximum word limit 1000). Please ensure this document is attached before submitting your application.

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

Notes

Eligibility

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

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

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

Diversity and Inclusion

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

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

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

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

About the Federal Court of Australia

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

To Apply

Position Contact	Thomas Stewart, (03) 8638 6762
Agency Recruitment Site	https://fcajobs.nga.net.au/?jati=5BD2A734-3D02-1134-9EE2-E47B0AB193C0

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Attorney-General's

Vacancy VN-0765930

Office of Parliamentary Counsel

Closing Date:Sunday 11 January 2026

Job Title	Director of Transformation
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT
Salary	\$141,423 - \$170,260
Future Merit Locations	Canberra
Office Arrangement	Flexible
Office Arrangement Details	Hybrid
Classification	Executive Level 2
Position Number	6009
Agency Website	https://www.opc.gov.au

Job Description

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

The Director of Transformation is a senior leadership role within OPC, responsible for driving strategic change. There will be a particular focus on initiatives that will accelerate performance optimisation and the integration of data and systems innovation projects into core business to drive productivity enhancements.

Duties

- Lead and drive change management initiatives across OPC, fostering a climate of continuous improvement and innovation. This will include embedding organisational change associated with ICT uplift, ensuring OPC adapts effectively to new technologies. In addition, building capability among OPC's stakeholders through enhanced training.
- Provide high-level strategic advice and support to the Chief Operating Officer, supporting and influencing the development of strategy, policies, and operational change management practices to achieve OPC's objectives.
- Lead performance reporting on new technology initiatives, demonstrating how these support OPC's strategic objectives.
- Develop and manage key strategic relationships with internal and external stakeholders, promoting OPC's change management objectives and vision.

Eligibility

To be eligible for the role, you must:

- be an Australian Citizen

- be able to obtain and maintain an Australian Government Security Vetting Agency (AGSVA) clearance to Negative Vetting 1 status.

Notes

About the Office of Parliamentary Counsel

The Office of Parliamentary Counsel (OPC) is a small Commonwealth government agency which provides clear, effective and accessible Commonwealth law for all Australians. We do this by drafting Bills for the Commonwealth government, and a significant proportion of Commonwealth legislative instruments. We also provide comprehensive, free access to Commonwealth legislation through the Federal Register of Legislation website, preparing compilations of Commonwealth legislation, and registering Commonwealth Acts and instruments on behalf of more than 70 agencies.

To Apply

Position Contact	Christopher Price, (02) 6120 1423
Agency Recruitment Site	https://www.opc.gov.au/careers

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Defence

Vacancy VN-0765523

Department of Defence

Closing Date: Sunday 25 January 2026

Capability Acquisition and Sustainment Group
Joint Systems

Job Title	Contracting and Procurement Officer
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Russell ACT
Salary	\$95,187 - \$108,734
Future Merit Locations	Melbourne, Russell
Office Arrangement	On Site;Flexible
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	CASG/09507/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=E03E219A-7C16-CBF1-8724-E47753903B30>

Duties

The Role

The role of the Procurement and Contracting Officer within the CA33 Interim Battle Management System will take ownership of end-to-end procurement and contract management activities, ensuring compliance with Commonwealth Procurement Rules and Capability Acquisition and Sustainment Group (CASG) policies and procedures.

It is a collaborative role that works with the various CA33 teams, helping them plan and execute their procurement strategies and oversee contract establishment and variations via Enterprise Resource Planning (ERP) systems, ensuring effective record keeping and accurate budget management. You will provide expert advice, draft key documentation such as Endorsement to Proceed and Section 23s, and monitor contract performance to ensure deliverable and milestones are met.

Success in this position requires exceptional stakeholder engagement, communication, and negotiation skills, as you will work closely with senior leadership, Defence Finance Group and industry partners. By fostering strong internal and external relationships, you will enable informed decision making that will support the acquisition of critical Digital Command, Control, Communications and Computing (C4) systems.

About our Team

The Land Battlespace Awareness and Management Systems Program Office (LBAM SPO) is an exciting and complex environment, offering a rewarding career in one of the most dynamic organisations within CASG.

Our mission is to acquire and sustain the C4 systems for the Australian Defence Force land combat operations.

Our team is not just a workplace – it's a community where innovation thrives and growth is a priority. We are committed to creating an environment that inspires creativity, supports continuous learning, and empowers every individual to achieve their personal and professional goals.

Our Ideal Candidate

The Land Battlespace Awareness and Management Systems Program Office (LBAM SPO) is seeking applicants with extensive knowledge of product management and an ability to work with the CA33 team to deliver these strategic capabilities.

Key attributes and experience we are looking for:

- Strong analytical and problem solving skills, with the ability to manage financial workbooks, track commitments and actuals, and provide accurate funds assurance for procurement activities;
- Exceptional stakeholder engagement and communication skills, capable of working effectively with senior leadership, Defence Finance Group representatives, and industry partners;
- Highly organised and detail-oriented, with the ability to manage competing priorities and deliver accurate financial outcomes within tight timeframes;
- Adaptable and proactive team player, who will take ownership of CA33's procurement process and partner with the various CA33 teams to plan, document and execute their procurement strategies;
- Confidence in using financial systems and tools, and the ability to provide clear, concise advice to stakeholders at all levels;
- High level organisational skills, self-drive and initiative with the ability to influence others to achieve tasks and business objectives.

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	Michael Myszka, 03 8698 7817
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=E03E219A-7C16-CBF1-8724-E47753903B30

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Defence

Vacancy VN-0765744

Department of Defence

Closing Date:Sunday 01 February 2026

Joint Capabilities Group
Joint Logistics Command

Job Title	Manager - International Freight
Job Type	Full-Time, Ongoing
Location	Melbourne VIC
Salary	\$95,187 - \$108,734
Future Merit Locations	Melbourne
Office Arrangement	Work From Home;On Site
Office Arrangement Details	Defence is committed to supporting workplace flexibility. Please contact the contact officer for further details.
Classification	APS Level 6
Position Number	JCG/08958/25
Agency Website	

Job Description <https://defencecareers.nga.net.au/?jati=D75E26EE-B1F4-3359-34BC-E4792E1884D2>

Duties

The Role

The role will be required to manage a contractor who provides International Freight Forwarding services including Australian and international customs clearance processes, quarantine, import and export regulations and general issues relating to importation and exportation of technical and military equipment.

It is important to have a sound understanding of import tariffs and tariff concessions and free trade agreements.

The role is required to manage an international freight forwarding contract, including performance monitoring and the verification of contractor invoices.

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

Industry Integration Branch (IIB) is an enabling function of Joint Logistics Command (JLC). IIB supports the delivery of contracted logistics services including integrated Joint logistics warehousing, distribution, maintenance and support services.

IIB manages Logistics Services Panels supporting Australian Defence Force (ADF) Operations, Activities and Investments (OAls). The team also manages a number of operational contracts, including the Global Freight Forwarding contract.

Our Ideal Candidate

Our ideal candidate will be Melbourne based and have had experience in managing International Freight Forwarding services, and be familiar with all aspects of the import and export of military equipment including weapons and explosives or be willing to learn/acquire these skills in a timely manner.

The ideal candidate will also have experience working in a commercial environment with contractual mechanisms while being open to learning about new processes, which are unique to this organisation. The ideal candidate will be resilient, capable and resourceful while producing superior work outputs in an effective and efficient manner. The ideal candidate will be comfortable working across technological means where face-to-face interaction is not always possible.

The services are provided by a contractor and as such, contract management is an essential skill as well as a sound understanding of import tariffs and tariff concessions and free trade agreements or be willing to learn/acquire these skills in a timely manner.

Experience with the management of international freight forwarding contracts including performance monitoring and the verification of contractor invoices is also important.

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	Dean Herbert, 0467 748 216
Agency Recruitment Site	https://defencecareers.nga.net.au/?jati=D75E26EE-B1F4-3359-34BC-E4792E1884D2

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Education

Vacancy VN-0765581

Job Title	Director Executive Office and Strategic Delivery
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Adelaide SA, Perth WA, Darwin NT, Brisbane QLD, Hobart TAS
Salary	\$141,896 - \$170,329
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	This role can be performed remotely (for interstate-based staff); hybrid and flexible work options available
Classification	Executive Level 2
Position Number	19440
Agency Website	www.teqsa.gov.au

Job Description

<https://teqsa.bigredsky.com/page.php?>

The Director Executive Office and Strategic Delivery is responsible for leading a team in the provision of range of administrative, executive, and strategic advice and support to the Commissioners, CEO and Executive Director Regulatory Operations (EDRO), ensuring they are fully supported in all aspects of their roles and functions. The work is varied, dynamic and extends across the whole agency.

The Director will also work closely with the CEO and EDRO and provide strategic leadership and oversight of the implementation of strategy, strategic projects and change across TEQSA. The position will play a key role in the development of strategy, translating strategy into actionable work plans, monitoring and supporting delivery.

Duties

As Director Executive Office and Strategic Delivery, you will be responsible and accountable for:

- Providing high-level strategic, operational, and regulatory business advice to the CEO and EDRO.
- Leading a team to provide high-quality and effective administrative and executive support to the Commissioners, CEO and EDRO.
- Leading, implementing, monitoring, and reporting on strategic projects, including risk management, prioritisation, and sequencing of work.

- Being the key contact for senior stakeholders in the absence of the CEO. This would include the Ministerial Office, senior staff from the Department of Education or other government departments, peak bodies, senior executives from higher education providers and external agencies.
- Contributing to the ongoing development of TEQSA's strategic directions to ensure the agency has the organisational capability to respond to current and future challenges.
- Support and capability development for TEQSA staff with responsibilities within strategic projects and other initiatives.

Our ideal candidate

TEQSA is looking for someone who is passionate about contributing to the excellence of Australian higher education. Our ideal candidate will have:

1. Strong leadership experience and the ability to motivate, coach and manage a diverse team to meet organisational objectives and deliver high-quality results within a fast-paced, dynamic environment.
2. Knowledge, skills and experience in the coordination and administration of a senior leadership support function, and an ability to develop functional and effective systems of work for well- managed projects and teams.
3. Demonstrated ability in using initiative, problem-solving, priority setting and working to deadlines, with high level organisational capabilities.
4. Strong written communication skills and extensive experience in the preparation of reports, documents, briefings, and presentations to a very high standard.
5. Highly developed interpersonal, negotiation, influencing, consultation, and communication skills, and the ability to build and maintain strong and effective relationships with internal and external stakeholders at all levels.
6. The ability to analyse and interpret complex information across a broad range of topics, apply sound and balanced judgement, and provide high-level advice.
7. Substantial experience in providing strategic advice and business acumen and delivering innovative solutions to business challenges.

Qualifications and experience

A tertiary qualification(s) or relevant practical experience in public or tertiary sector administration will be advantageous but not essential.

Eligibility

The successful applicant must:

- be an Australian citizen.
- complete a National Police Check satisfactorily.
- be able to obtain and maintain an Australian Government Security Vetting Agency (AGSVA) clearance to Baseline status, supported by TEQSA.

Failure to satisfy any of the above conditions may result in the withdrawal of an offer of employment or termination of employment.

Notes

- This recruitment process is being used to fill an ongoing vacancy.
- A merit pool of suitable applicants will be created from this process and may be used to fill similar ongoing and non-ongoing vacancies as they arise. The merit pool is active for 18 months from the date of this advertisement.
- On commencement, the successful candidate will be required to disclose details of any material personal interests in connection with their employment at TEQSA via a Declaration of Interest form and seek approval to undertake any outside employment (paid or unpaid) via an Outside Employment application.

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

About the Tertiary Education Quality and Standards Agency

The Tertiary Education Quality and Standards Agency (TEQSA) is Australia's independent national quality assurance and regulatory agency for higher education. TEQSA's purpose is to deliver quality assurance that protects the interests of students and the reputation and standing of Australian higher education. As an independent quality assurance and regulatory agency, TEQSA adopts a risk-based approach that is guided by principles of necessity, risk, and proportionality, and which supports quality, diversity, innovation, and excellence in tertiary education. TEQSA has three strategic objectives in delivering its purpose: 1. Promote and support good practice and effective self-assurance across the sector. 2. Identify, analyse, and respond to risks to the sector. 3. Ensure compliance with applicable legislation through effective and efficient regulation.

To Apply

Position Contact	Cathy Daly, 03 8306 2485
Agency Recruitment Site	https://teqsa.bigredsky.com/page.php?

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Finance

Vacancy VN-0765960

Digital Transformation Agency (DTA)

Closing Date: Thursday 15 January 2026

NA
Corporate People and Culture

Job Title	HR Advisor, Pay, Conditions and Reporting
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT, Sydney NSW, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - WA WA, Various locations - TAS TAS, Various locations - SA SA, Various locations - NT NT
Salary	\$86,882 - \$94,673
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 may be negotiated in accordance with the DTA Enterprise Agreement
Classification	APS Level 5
Position Number	236_12/25
Agency Website	https://www.dta.gov.au/

Job Description

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

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

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

Why work with us

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

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

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

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

Duties

The DTA's People and Culture team is seeking a highly motivated, enthusiastic and vibrant individual who will contribute to a range of Human Resource (HR) functions. They will support the delivery and implementation of key HR operational activities and projects to drive a positive culture in the DTA.

This role primarily focuses on supporting and delivering accurate HR advice to DTA employees, on matters relating to pay, conditions and employee entitlements. You will use your strong analytical skills, attention to detail and the ability to manage competing priorities in a complex environment.

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

Key duties:

- Triage and monitor the agency's shared HR inbox.
- Provide timely and accurate support and advice to internal and external stakeholders on a variety of HR matters, including but not limited to pay, conditions and entitlements.
- Assist with fortnightly payroll reconciliation and work with the Service Delivery Office in processing enquiries related to pay, conditions and entitlements.
- Interpret and apply relevant legislation, enterprise agreements and workplace policies.
- Maintain accurate employee records and ensure data integrity within HR Systems, including maintaining data in the SAP environment and HR records in line with agency records management protocols.
- Assist with collating data to support corporate audits and whole of government surveys/ reporting requests, as required.
- Assist the broader People and Culture team as and when required to deliver strategic priorities.

Eligibility

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

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

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

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

Notes

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

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

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

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

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

About the Digital Transformation Agency (DTA)

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

To Apply

Position Contact	Terry Watson, 02 6120 8481
Agency Recruitment Site	https://www.dta.gov.au/join-our-team

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Finance

Vacancy VN-0765990

Parliamentary Workplace Support Service (PWSS)

Closing Date: Wednesday 07 January 2026

Chief Learning and Communications Officer branch

Job Title	Chief Learning and Communications Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 1
Position Number	141688
Agency Website	

Job Description

<https://www.pwss.gov.au/pwss-careers>

About the branch

The Chief Learning and Communications Officer (CLCO) Branch is responsible for providing a broad range of learning and development advice and services to the clients of the PWSS, Parliamentarians and Members of Parliament (Staff) Act 1984 (MoPS Act) Employees. It also provides communications, media, data analytics and strategic governance services for the PWSS and supports the Independent Parliamentary Standards Commission (IPSC).

About the role

As a key member of the PWSS executive, the Chief Learning and Communications Officer (CLCO) leads services which allow the agency to function efficiently and effectively and deliver on its priorities. The CLCO is responsible for overseeing the agency's data analytics, communications and media, PWSS Academy, and strategic functions. The position also provides support to the IPSC Commissioners, ensuring they can conduct their investigations independently. In leading these functions, the CLCO supports effective delivery of business outcomes, enhances organisational performance, and supports the overall strategic objectives of the PWSS.

The role requires an effective leader with significant change management experience, who can gain others trust and respect to build and guide a cohesive, highly skilled team.

The CLCO works to the Deputy Chief Executive Officer and provides high level advice to the Chief Executive Officer (CEO) and other key stakeholders. Informed by a keen sense of risk, and with the PWSS reputation front of mind, the CLCO plays a critical role in shaping the organisational culture, governance and operational strategy. This role requires an effective leader with a proven ability to work collaboratively. To be successful, you will demonstrate a strong strategic focus and have excellent stakeholder relationship skills.

Effective collaboration and engagement with a wide range of stakeholders regarding sensitive matters in a politically charged environment will be a core feature of the role.

Duties

- Leading internal and external communications and media activities including to promote the activities and reputation of the PWSS.
- Delivering a comprehensive and effective education program (PWSS Academy) for parliamentarians and their staff.
- Providing exemplary support to the Independent Parliamentary Standards Commission (IPSC).
- Leading the data strategy and functions of the agency and ensuring related legislative requirements are met.
- Leading the agency's approach to risk, governance and mandatory reporting as well as engagement bodies (e.g. Advisory Board and Audit and Risk Committee).
- Driving, modeling and advocating a collaborative and innovative performance culture for the agency.
- Providing high-level guidance to the Minister, CEO, Deputy CEO and IPSC Commissioners.
- Representing the PWSS at a range of forums and when meeting with parliamentarians, their staff and other stakeholders.
- Supporting the ongoing delivery of strategic outcomes and events for PWSS in collaboration with other branches and parliamentary departments.

Eligibility

- This role is being advertised as both ongoing and non-ongoing. The role may be offered as either ongoing or non-ongoing subject to business needs and/or candidate preference. Where a non-ongoing position is offered, the role will be filled as a specified term vacancy for an initial period of up to 12 months.

- Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the Australian Public Service (APS) unless the Agency Head has agreed otherwise, in writing.
- Candidates must be independent, impartial, and apolitical, and must be seen as such. A private interest disclosure form must be completed prior to an offer being made to disclose any material personal interests that may or may appear to influence a candidate's ability to discharge their responsibilities as an APS employee.
- Successful applicants will be required to undergo the process to obtain and maintain or continue to hold the required security clearance level for the role as indicated. All staff are required to have a minimum baseline security clearance prior to commencement.
- Successful applicants will be required to undergo a mandatory National Co-ordinated Criminal History check (NCCHC).
- The Parliamentary Workplace Support Service believes that a diverse and inclusive workplace, where people can bring their authentic whole self to work each day, is critical for supporting cultural change in Commonwealth parliamentary workplaces. We strongly encourage applications from people of diverse backgrounds and experiences.

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 Parliamentary Workplace Support Service (PWSS)

The Parliamentary Workplace Support Service (PWSS) is a team of trusted advisors helping to build and maintain a safe, respectful, and inclusive parliamentary workplace through human resources advice, training and professional development, work, health and safety advice and trauma-informed complaint resolution and counselling. In addition, the PWSS provides 24 hour independent and confidential support services, for all Commonwealth parliamentary workplace participants.

To Apply

Position Contact	Kate Wandmaker, (02) 6277 9858
Agency Recruitment Site	https://www.pwss.gov.au/pwss-careers

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Health

Vacancy VN-0765967

Department of Health, Disability and Ageing

Closing Date: Friday 16 January 2026

Independent Health Aged Care Pricing Authority
Hospital Policy and Classifications Classifications

Job Title	Executive Level 1 - Classification Manager
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Sydney NSW
Salary	\$120,842 - \$137,823
Future Merit Locations	Sydney
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	25-IHACPADIV-30729
Agency Website	

Job Description

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

The **Classification Manager** is accountable to the Director Classifications for leading the development, implementation, and continuous improvement of classification systems that underpin hospital and aged care pricing frameworks. This role ensures classifications are contemporary, evidence-based, and aligned with IHACPA's strategic objectives to support equitable and efficient funding across the health and aged care sectors.

Duties

This role provides strategic leadership as part of the Classifications team, offering expert advice on policy, methodology, and implementation to ensure evidence-based, fit-for-purpose classification systems.

Lead the design, evaluation, and governance of hospital and aged care classification structures, supporting data interpretation, and the provision of high-level recommendations.

Lead extensive consultation with clinicians, consumers, industry representatives, and government agencies to inform classification design and updates, while managing sensitive discussions on changes and their financial and health system impacts.

Manage and mentor a small team while overseeing projects, stakeholder engagement, and technical reporting to the Pricing Authority and advisory committees.

Eligibility

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

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

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

For this role applicants must hold a Bachelor's degree or higher qualification in a Health-related discipline (or equivalent professional experience).

Notes

Applications close Friday 16 January 2026 at 11:30pm AEDT.

Applicants are asked to quote reference number 25-IHACPADIV-30729 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. Hybrid working arrangements 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

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

To Apply

Position Contact	Renee Giannopoulos, 0423291264
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Health

Vacancy VN-0766004

Department of Health, Disability and Ageing

Closing Date:Sunday 18 January 2026

Health Economics and Research Division
Data and Analytics Branch Data Governance Section

Job Title	Assistant Director, Data Governance Section (Affirmative Measures - Aboriginal and Torres Strait Islander employment; Identified Position)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Woden ACT, Wollongong NSW, Newcastle NSW, Fairbairn ACT, Sydney NSW, Surry Hills NSW, Parramatta NSW, Coffs Harbour NSW, Dubbo NSW, Darwin NT, Adelaide SA, Port Augusta SA, Hobart TAS, Launceston TAS, Melbourne VIC, Bendigo VIC, Perth WA, Bunbury WA, Brisbane QLD, Cairns QLD
Salary	\$120,842 - \$137,823
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	Executive Level 1
Position Number	25-HERDIV-30363
Agency Website	

Job Description

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

Make an Impact on Governance of Indigenous Data

Join us as an Assistant Director (EL1) in the Data Governance Section of the Data and Analytics Branch. In this role, you'll play a key part in shaping how the department delivers on its Implementation Plan for the Framework for Governance of Indigenous Data.

This is an opportunity to lead coordination efforts that strengthen data sovereignty and ensure respectful, culturally informed approaches to data governance. Your work will help drive better outcomes for Aboriginal and Torres Strait Islander communities and contribute to a more inclusive and transparent data landscape.

Duties

- Coordinate the implementation of the Governance of Indigenous Data Framework across the department, ensuring alignment with Closing the Gap Priority Reforms and departmental governance structures.

- Provide advice to support the establishment and management of governance mechanisms, including working with the Indigenous Data Champion(s) and integrating Governance of Indigenous Data oversight with existing governance arrangements.
- Engage and collaborate with internal stakeholders to build awareness and capability, supporting business areas to embed Governance of Indigenous Data principles into their data governance practices.
- Support representatives of the department at APS-wide initiatives and work directly with other Commonwealth agencies to support whole-of-government implementation.
- Drive priorities identified in the Governance of Indigenous Data Implementation Plan and monitor progress against milestones.
- Provide strategic advice to the director and senior executives on Indigenous data governance and contribute to broader Data Governance Section work programs, including policy development and capability uplift.
- Manage scheduling and risks effectively, ensuring timely delivery of outcomes and compliance with APS values and principles.

Eligibility

This vacancy is restricted to **Aboriginal and Torres Strait Islander** applicants under Affirmative Measures provisions in section 31 of the *Australian Public Service Commissioner's Directions 2022*.

Applicants will be asked to provide a Confirmation of Aboriginal and/or Torres Strait Islander Heritage prior to the Merit Pool stage. A confirmation must specify that you:

- are of Aboriginal and/or Torres Strait Islander descent,
- identify as an Aboriginal and/or Torres Strait Islander person, and
- are accepted as such by the community in which you live or formerly lived.

The position is also Identified, which means the successful applicant will be required to demonstrate:

- A strong understanding of Aboriginal and Torres Strait Islander cultures, histories, and perspectives; and
- The ability to work effectively and respectfully with Aboriginal and Torres Strait Islander communities.

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

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

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

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

Notes

Applications close 11:30pm AEDT.

Applicants are asked to quote reference number 25-HERDIV-30363 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.

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).

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.

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

About the Department of Health, Disability and Ageing

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

To Apply

Position Contact	Gareth Biggs, Gareth.Biggs@health.gov.au
Agency Recruitment Site	https://www.health.gov.au/about-us/work-with-us/current-vacancies

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Home Affairs

Vacancy VN-0765941

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 11 January 2026

Enterprise Enablement
Information and Technology Solutions

Job Title	Multiple Roles - IT and Cyber Security, Identity and Access Management
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD
Salary	\$123,799 - \$170,488
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	Executive Level 1;Executive Level 2
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC, Australia's financial intelligence agency, is evolving to strengthen its fight against money laundering and terrorism financing. As we expand our regulatory reach and broaden our digital transformation, this introduces new technologies and threats. We are now recruiting several, leadership positions to strengthen the agency's IT and Cyber Security function. These role offers a unique opportunity to help shape cyber security strategy and champion positive security culture across AUSTRAC. We're looking for strategic and people-focussed leaders to lead cross-functional IT teams in navigating an evolving threat landscape. You'll guide cross-functional teams and create an atmosphere where people feel empowered and encouraged to contribute their best ideas. If you embrace challenges diligently, passionate about leading teams in a collaborative environment, and eager to make a meaningful impact we encourage you to apply!

This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

Director IT Security /IT Security Advisor (ITSA) EL2

The Director, IT Security / IT Security Advisor (ITSA) leads AUSTRAC's IT Security function, with direct responsibility for managing a small, high-performing information security team. The ITSA supports the delivery of the agency's cyber security strategy and ensures that security practices, systems, and advice are continuously improved and aligned with national standards and internal priorities. This position works closely with Executives and governance forums to uplift cyber maturity and deliver secure outcomes across the organisation.

Key duties include:

- Providing operational leadership to AUSTRAC's IT Security team, setting direction, allocating priorities, and managing performance to ensure effective delivery of security services, compliance activities, and internal capability uplift.
- Providing high-level insights and trusted advice to executive leadership, translating complex cyber policy and risk matters into clear strategic impacts.
- Driving the ongoing development and refinement of security risk frameworks. Providing subject matter expertise on risk tolerance, control assurance, and compliance against relevant legislative, audit, and operational requirements.
- Representing the agency at inter-agency forums and with external partners, shaping whole-of-government discussions on security policy and aligning standards.

Director Identity and Access Management (IDAM) EL2

The Director Identity & Access Management (IDAM) leads the IDAM function delivering the IDAM roadmap in alignment with AUSTRAC's Cybersecurity Strategy Roadmap and Implementation Plan. The role provides strategic leadership, technical oversight, and governance across enterprise identity, authentication, and authorisation services to safeguard AUSTRAC's systems and data.

Key duties include:

- Providing operational leadership to AUSTRAC's Identity and Access Management Team,
- setting direction, allocating priorities, and managing performance to ensure effective delivery of identity and access management services, compliance activities, and internal capability uplift.
- Delivering the IDAM roadmap, milestones, and outcomes per the AUSTRAC Cybersecurity Strategy Roadmap and Implementation Plan, translating strategic objectives into actionable programs and projects with clear success measures, benefits, and risk controls
- Implementing and maintaining IDAM controls aligned to ISM/PSPF, Essential Eight, ISO 27001, and applicable privacy obligations including the management of identity related risks, assurance activities, and audit findings while driving continual control uplift, identity threat modelling, and identity detection/response in partnership with Cyber Operations.
- Partnering with business owners, product teams, and security stakeholders to embed identity requirements in change initiatives.

Lead Analyst Operational Security EL1

The Lead Analyst, Security Advisory is a key member of the Technology Platforms and Solutions Operational Security team within the Innovation and Technology Solutions (ITS) branch. This position will collaborate with IT, business stakeholders, and senior leadership to ensure that the AUSTRAC ITS branch can meet the security policy requirements and support projects and operational teams in maintaining a strong security posture.

Key duties include:

- Delivering security analytics, analysis, and audits across a broad range of security data sources.
- Maintaining a high awareness of external and insider threats and responding accordingly.
- Developing and maintaining Information Security policies, procedures, and other documentation to ensure effective storage, coverage, review, and sign-off.
- Leading Information Security projects and initiatives and conducting risk assessments for internal and external systems and applications, ensuring risk is managed accordingly.

Duties

Key Capabilities for success:

As an EL2 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise** - Demonstrated experience leading the development and implementation of ICT security policies, frameworks, and governance practices aligned with PSPF, ISM, ISO 27001/2 and other relevant standards within complex ICT environments with a strong knowledge of Australian Government cyber security obligations, security risk management frameworks, and information security compliance requirements.
- **Decide and Initiate Action** - applies strong judgement to interpret cyber policy, regulation and threat information in sensitive or ambiguous contexts, providing meaningful direction to staff, clarifying priorities and supporting Executive-level decisions through timely, evidence-based recommendations.
- **Resilience** - maintains a strategic view of security challenges while managing competing demands and responding to scrutiny from stakeholders or oversight bodies.
- **Persuade and influence** - Understands organisational objectives and negotiates and influences from a position of authority and credibility, framing arguments persuasively to generate mutually beneficial solutions.
- **Innovative** - champions contemporary approaches to information security governance, proactively seeks ways to integrate risk-based thinking into business and digital decision-making and encouraging innovative ways to strengthen policy effectiveness and security maturity.
- **Lead and Supervise** - Provides vision and meaningful direction to employees, clarifies priorities, inspires employees to achieve their best and promotes a culture of wellbeing, integrity, professionalism and continuous learning.

As an EL1 in the above role at AUSTRAC you will be expected to demonstrate the following capabilities:

Professional Expertise – Demonstrated experience working in and understanding cyber security within a federal government context. Knowledge and/or experience working with Azure and AWS security frameworks, particularly with regards to PROTECTED environment and a strong understanding of security event analysis and network traffic/threat analysis.

Technology – Implements and encourages work practices that support the efficient, effective and lawful use of technology. Works with employees to ensure compliance with information and communications security and use policies. Shows commitment to the use of existing technologies and ensures effective deployment of new technologies in the workplace.

Communicate Effectively - clearly articulates the work area's views and position. Tailors communication and approach to audience and circumstances and ensures common understanding of issues. Delivers information in a manner that is accessible and relevant to the intended audience

Innovative - Generates practical solutions to problems based on an understanding of the broader context of issues, and of the ramifications of decisions for the business area and stakeholders

Plan and Organise - Demonstrates a strong commitment to meeting agreed work targets and standards. Recognises actual and potential barriers and finds effective ways to deal with them.

Analysis - Applies sound research and analytical skills to complex policy, projects and issues in the workplace. Analysis issues from different perspectives and draws sound inferences from information available, including patterns, trends and opportunities. Shows sound understanding, critical analysis and reasoning skills in identifying and addressing complex and/or sensitive issues.

Tertiary qualifications and Security Qualifications

A security degree majoring in Information Security or an associated technical discipline and Security Certifications such as CompTIA Security, (ISC)² Certified Information Systems Security Professional (CISSP), Certified Cloud Security Professional (CCSP) or CompTIA Advanced Security Practitioner (CASP+) certification are highly desirable for the EL1 role.

Eligibility

To be eligible for these roles 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 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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

About the 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	Peter, ICT.Recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

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

Closing Date: Sunday 11 January 2026

Enterprise Enablement
Information and Technology Solutions

Job Title	Multiple Roles - IT and Cyber Security, Identity and Access Management (Affirmative Measures Disability)
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD
Salary	\$123,799 - \$170,488
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	Executive Level 1;Executive Level 2
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC, Australia's financial intelligence agency, is evolving to strengthen its fight against money laundering and terrorism financing. As we expand our regulatory reach and broaden our digital transformation, this introduces new technologies and threats. We are now recruiting several, leadership positions to strengthen the agency's IT and Cyber Security function. These role offers a unique opportunity to help shape cyber security strategy and champion positive security culture across AUSTRAC. We're looking for strategic and people-focussed leaders to lead cross-functional IT teams in navigating an evolving threat landscape. You'll guide cross-functional teams and create an atmosphere where people feel empowered and encouraged to contribute their best ideas. If you embrace challenges diligently, passionate about leading teams in a collaborative environment, and eager to make a meaningful impact we encourage you to apply!

This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

Director IT Security /IT Security Advisor (ITSA) EL2

The Director, IT Security / IT Security Advisor (ITSA) leads AUSTRAC's IT Security function, with direct responsibility for managing a small, high-performing information security team. The ITSA supports the delivery of the agency's cyber security strategy and ensures that security practices, systems, and advice are continuously improved and aligned with national standards and internal priorities. This position works closely with Executives and governance forums to uplift cyber maturity and deliver secure outcomes across the organisation.

Key duties include:

- Providing operational leadership to AUSTRAC's IT Security team, setting direction, allocating priorities, and managing performance to ensure effective delivery of security services, compliance activities, and internal capability uplift.
- Providing high-level insights and trusted advice to executive leadership, translating complex cyber policy and risk matters into clear strategic impacts.
- Driving the ongoing development and refinement of security risk frameworks. Providing subject matter expertise on risk tolerance, control assurance, and compliance against relevant legislative, audit, and operational requirements.
- Representing the agency at inter-agency forums and with external partners, shaping whole-of-government discussions on security policy and aligning standards.

Director Identity and Access Management (IDAM) EL2

The Director Identity & Access Management (IDAM) leads the IDAM function delivering the IDAM roadmap in alignment with AUSTRAC's Cybersecurity Strategy Roadmap and Implementation Plan. The role provides strategic leadership, technical oversight, and governance across enterprise identity, authentication, and authorisation services to safeguard AUSTRAC's systems and data.

Key duties include:

- Providing operational leadership to AUSTRAC's Identity and Access Management Team,
- setting direction, allocating priorities, and managing performance to ensure effective delivery of identity and access management services, compliance activities, and internal capability uplift.
- Delivering the IDAM roadmap, milestones, and outcomes per the AUSTRAC Cybersecurity Strategy Roadmap and Implementation Plan, translating strategic objectives into actionable programs and projects with clear success measures, benefits, and risk controls
- Implementing and maintaining IDAM controls aligned to ISM/PSPF, Essential Eight, ISO 27001, and applicable privacy obligations including the management of identity related risks, assurance activities, and audit findings while driving continual control uplift, identity threat modelling, and identity detection/response in partnership with Cyber Operations.
- Partnering with business owners, product teams, and security stakeholders to embed identity requirements in change initiatives.

Lead Analyst Operational Security EL1

The Lead Analyst, Security Advisory is a key member of the Technology Platforms and Solutions Operational Security team within the Innovation and Technology Solutions (ITS) branch. This position will collaborate with IT, business stakeholders, and senior leadership to ensure that the

AUSTRAC ITS branch can meet the security policy requirements and support projects and operational teams in maintaining a strong security posture.

Key duties include:

- Delivering security analytics, analysis, and audits across a broad range of security data sources.
- Maintaining a high awareness of external and insider threats and responding accordingly.
- Developing and maintaining Information Security policies, procedures, and other documentation to ensure effective storage, coverage, review, and sign-off.
- Leading Information Security projects and initiatives and conducting risk assessments for internal and external systems and applications, ensuring risk is managed accordingly.

Duties

Key Capabilities for success:

As an EL2 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise** - Demonstrated experience leading the development and implementation of ICT security policies, frameworks, and governance practices aligned with PSPF, ISM, ISO 27001/2 and other relevant standards within complex ICT environments with a strong knowledge of Australian Government cyber security obligations, security risk management frameworks, and information security compliance requirements.
- **Decide and Initiate Action** - applies strong judgement to interpret cyber policy, regulation and threat information in sensitive or ambiguous contexts, providing meaningful direction to staff, clarifying priorities and supporting Executive-level decisions through timely, evidence-based recommendations.
- **Resilience** - maintains a strategic view of security challenges while managing competing demands and responding to scrutiny from stakeholders or oversight bodies.
- **Persuade and influence** - Understands organisational objectives and negotiates and influences from a position of authority and credibility, framing arguments persuasively to generate mutually beneficial solutions.
- **Innovative** - champions contemporary approaches to information security governance, proactively seeks ways to integrate risk-based thinking into business and digital decision-making and encouraging innovative ways to strengthen policy effectiveness and security maturity.
- **Lead and Supervise** - Provides vision and meaningful direction to employees, clarifies priorities, inspires employees to achieve their best and promotes a culture of wellbeing, integrity, professionalism and continuous learning.

As an EL1 in the above role at AUSTRAC you will be expected to demonstrate the following capabilities:

Professional Expertise – Demonstrated experience working in and understanding cyber security within a federal government context. Knowledge and/or experience working with Azure and AWS security frameworks, particularly with regards to PROTECTED environment and a strong understanding of security event analysis and network traffic/threat analysis.

Technology – Implements and encourages work practices that support the efficient, effective and lawful use of technology. Works with employees to ensure compliance with information and communications security and use policies. Shows commitment to the use of existing technologies and ensures effective deployment of new technologies in the workplace.

Communicate Effectively - clearly articulates the work area's views and position. Tailors communication and approach to audience and circumstances and ensures common understanding of issues. Delivers information in a manner that is accessible and relevant to the intended audience

Innovative - Generates practical solutions to problems based on an understanding of the broader context of issues, and of the ramifications of decisions for the business area and stakeholders

Plan and Organise - Demonstrates a strong commitment to meeting agreed work targets and standards. Recognises actual and potential barriers and finds effective ways to deal with them.

Analysis - Applies sound research and analytical skills to complex policy, projects and issues in the workplace. Analysis issues from different perspectives and draws sound inferences from information available, including patterns, trends and opportunities. Shows sound understanding, critical analysis and reasoning skills in identifying and addressing complex and/or sensitive issues.

Tertiary qualifications and Security Qualifications

A security degree majoring in Information Security or an associated technical discipline and Security Certifications such as CompTIA Security, (ISC)² Certified Information Systems Security Professional (CISSP), Certified Cloud Security Professional (CCSP) or CompTIA Advanced Security Practitioner (CASP+) certification are highly desirable for the EL1 role.

Eligibility

To be eligible for these roles 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 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.
- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia's anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

AUSTRAC is the Australian Government's financial intelligence unit and anti-money laundering and counter-terrorism financing regulator. With government and industry partners, we use financial intelligence and regulation to:

- prevent criminal abuse of the financial sector
- help business, government and law enforcement partners detect, deter and disrupt money laundering, terrorism financing and other serious crimes
- build and maintain trust and integrity in Australia's financial system.

Every day our people use their intellect, skills, initiative and the latest technologies to protect our country, economy and community. With supportive benefits and culture, we offer a challenging and rewarding career where you can make a real impact.

To Apply

Position Contact	Peter, ICT.Recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Home Affairs

Vacancy VN-0766017

Australian Transaction Reports and Analysis Centre (AUSTRAC)

Closing Date: Sunday 11 January 2026

Enterprise Enablement
Information and Technology Solutions

Job Title	Multiple Roles - IT and Cyber Security, Identity and Access Management (Affirmative Measures First Nations)
Job Type	Full-Time, Ongoing
Location	Melbourne VIC, Sydney NSW, Canberra ACT, Brisbane QLD
Salary	\$123,799 - \$170,488
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible;Hybrid
Office Arrangement Details	Flexible working arrangements to be discussed upon commencement
Classification	Executive Level 1;Executive Level 2
Position Number	Various
Agency Website	https://www.austrac.gov.au/

Job Description

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

AUSTRAC, Australia's financial intelligence agency, is evolving to strengthen its fight against money laundering and terrorism financing. As we expand our regulatory reach and broaden our digital transformation, this introduces new technologies and threats. We are now recruiting several, leadership positions to strengthen the agency's IT and Cyber Security function. These role offers a unique opportunity to help shape cyber security strategy and champion positive security culture across AUSTRAC. We're looking for strategic and people-focussed leaders to lead cross-functional IT teams in navigating an evolving threat landscape. You'll guide cross-functional teams and create an atmosphere where people feel empowered and encouraged to contribute their best ideas. If you embrace challenges diligently, passionate about leading teams in a collaborative environment, and eager to make a meaningful impact we encourage you to apply!

This recruitment process will be used to fill both ongoing and non-ongoing vacancies and build a merit pool for future roles over the next 18 months.

Director IT Security /IT Security Advisor (ITSA) EL2

The Director, IT Security / IT Security Advisor (ITSA) leads AUSTRAC's IT Security function, with direct responsibility for managing a small, high-performing information security team. The ITSA supports the delivery of the agency's cyber security strategy and ensures that security practices,

systems, and advice are continuously improved and aligned with national standards and internal priorities. This position works closely with Executives and governance forums to uplift cyber maturity and deliver secure outcomes across the organisation.

Key duties include:

- Providing operational leadership to AUSTRAC's IT Security team, setting direction, allocating priorities, and managing performance to ensure effective delivery of security services, compliance activities, and internal capability uplift.
- Providing high-level insights and trusted advice to executive leadership, translating complex cyber policy and risk matters into clear strategic impacts.
- Driving the ongoing development and refinement of security risk frameworks. Providing subject matter expertise on risk tolerance, control assurance, and compliance against relevant legislative, audit, and operational requirements.
- Representing the agency at inter-agency forums and with external partners, shaping whole-of-government discussions on security policy and aligning standards.

Director Identity and Access Management (IDAM) EL2

The Director Identity & Access Management (IDAM) leads the IDAM function delivering the IDAM roadmap in alignment with AUSTRAC's Cybersecurity Strategy Roadmap and Implementation Plan. The role provides strategic leadership, technical oversight, and governance across enterprise identity, authentication, and authorisation services to safeguard AUSTRAC's systems and data.

Key duties include:

- Providing operational leadership to AUSTRAC's Identity and Access Management Team,
- setting direction, allocating priorities, and managing performance to ensure effective delivery of identity and access management services, compliance activities, and internal capability uplift.
- Delivering the IDAM roadmap, milestones, and outcomes per the AUSTRAC Cybersecurity Strategy Roadmap and Implementation Plan, translating strategic objectives into actionable programs and projects with clear success measures, benefits, and risk controls
- Implementing and maintaining IDAM controls aligned to ISM/PSPF, Essential Eight, ISO 27001, and applicable privacy obligations including the management of identity related risks, assurance activities, and audit findings while driving continual control uplift, identity threat modelling, and identity detection/response in partnership with Cyber Operations.
- Partnering with business owners, product teams, and security stakeholders to embed identity requirements in change initiatives.

Lead Analyst Operational Security EL1

The Lead Analyst, Security Advisory is a key member of the Technology Platforms and Solutions Operational Security team within the Innovation and Technology Solutions (ITS) branch. This position will collaborate with IT, business stakeholders, and senior leadership to ensure that the AUSTRAC ITS branch can meet the security policy requirements and support projects and operational teams in maintaining a strong security posture.

Key duties include:

- Delivering security analytics, analysis, and audits across a broad range of security data sources.
- Maintaining a high awareness of external and insider threats and responding accordingly.
- Developing and maintaining Information Security policies, procedures, and other documentation to ensure effective storage, coverage, review, and sign-off.
- Leading Information Security projects and initiatives and conducting risk assessments for internal and external systems and applications, ensuring risk is managed accordingly.

Duties

Key Capabilities for success:

As an EL2 in the above roles at AUSTRAC you will be expected to demonstrate the following capabilities:

- **Professional Expertise** - Demonstrated experience leading the development and implementation of ICT security policies, frameworks, and governance practices aligned with PSPF, ISM, ISO 27001/2 and other relevant standards within complex ICT environments with a strong knowledge of Australian Government cyber security obligations, security risk management frameworks, and information security compliance requirements.
- **Decide and Initiate Action** - applies strong judgement to interpret cyber policy, regulation and threat information in sensitive or ambiguous contexts, providing meaningful direction to staff, clarifying priorities and supporting Executive-level decisions through timely, evidence-based recommendations.
- **Resilience** - maintains a strategic view of security challenges while managing competing demands and responding to scrutiny from stakeholders or oversight bodies.
- **Persuade and influence** - Understands organisational objectives and negotiates and influences from a position of authority and credibility, framing arguments persuasively to generate mutually beneficial solutions.
- **Innovative** - champions contemporary approaches to information security governance, proactively seeks ways to integrate risk-based thinking into business and digital decision-making and encouraging innovative ways to strengthen policy effectiveness and security maturity.
- **Lead and Supervise** - Provides vision and meaningful direction to employees, clarifies priorities, inspires employees to achieve their best and promotes a culture of wellbeing, integrity, professionalism and continuous learning.

As an EL1 in the above role at AUSTRAC you will be expected to demonstrate the following capabilities:

Professional Expertise – Demonstrated experience working in and understanding cyber security within a federal government context. Knowledge and/or experience working with Azure and AWS security frameworks, particularly with regards to PROTECTED environment and a strong understanding of security event analysis and network traffic/threat analysis.

Technology – Implements and encourages work practices that support the efficient, effective and lawful use of technology. Works with employees to ensure compliance with information and

communications security and use policies. Shows commitment to the use of existing technologies and ensures effective deployment of new technologies in the workplace.

Communicate Effectively - clearly articulates the work area's views and position. Tailors communication and approach to audience and circumstances and ensures common understanding of issues. Delivers information in a manner that is accessible and relevant to the intended audience

Innovative - Generates practical solutions to problems based on an understanding of the broader context of issues, and of the ramifications of decisions for the business area and stakeholders

Plan and Organise - Demonstrates a strong commitment to meeting agreed work targets and standards. Recognises actual and potential barriers and finds effective ways to deal with them.

Analysis - Applies sound research and analytical skills to complex policy, projects and issues in the workplace. Analysis issues from different perspectives and draws sound inferences from information available, including patterns, trends and opportunities. Shows sound understanding, critical analysis and reasoning skills in identifying and addressing complex and/or sensitive issues.

Tertiary qualifications and Security Qualifications

A security degree majoring in Information Security or an associated technical discipline and Security Certifications such as CompTIA Security, (ISC)² Certified Information Systems Security Professional (CISSP), Certified Cloud Security Professional (CCSP) or CompTIA Advanced Security Practitioner (CASP+) certification are highly desirable for the EL1 role.

Eligibility

To be eligible for these roles 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 Clearance.

Notes

Why AUSTRAC?

- **Flexible, hybrid work environment:** 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 currently operates under a hybrid work arrangement.

- **Generous Leave Entitlements** including NAIDOC leave, parental leave, cultural leave, compassionate leave, carers leave, blood donation leave and community work leave.
- **Diversity and Inclusion:** Our core values of diversity, inclusion, and integrity drive everything we do. We actively encourage applications from Indigenous Australians, people with disabilities, LGBTQIA+ individuals, people with diverse linguistic and cultural backgrounds, and those of mature age. We recognise that united behaviours and mindsets will support our agency today and guide us into the future.
- **Mission Driven:** Make an impact at Australia’s anti-money laundering and counter terrorism financing regulator and financial intelligence unit. We offer you a challenging and rewarding career with meaningful work.

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

About the Australian Transaction Reports and Analysis Centre (AUSTRAC)

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

To Apply

Position Contact	Peter, ICT.Recruitment@austrac.gov.au
Agency Recruitment Site	https://austraccareers.nga.net.au/cp/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Industry, Science, Energy and
Resources

Vacancy VN-0765997

Commonwealth Scientific and Industrial Research
Organisation (CSIRO)

Closing Date:Thursday 15 January 2026

Job Title	Procurement Advisor
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Melbourne VIC, Sydney NSW, Brisbane QLD
Salary	\$100,103 - \$113,251
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	
Position Number	102033
Agency Website	http://www.csiro.au

Job Description

<https://jobs.csiro.au/>

Acknowledgement of Country

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the area that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our vision towards reconciliation.

Role highlights

- **Deliver high-value procurements that support major national science projects**
- **Work across diverse and unique builds, services and research equipment**
- **Help enable CSIRO's next wave of world-changing innovations**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit CSIRO.au for more information.

Role particulars

Location and office arrangements: All AU CSIRO Sites

Salary: AU\$100,103 - AU\$113,251 per annum plus up to 15.4% superannuation

Tenure & work schedule: Specified term of 2 years

Reference: 102033

The opportunity

CSIRO is seeking a Procurement Advisor to join its Strategic Procurement team and support a wide range of complex, high-value procurements that enable world-class scientific research.

You'll lead end-to-end procurement processes, including preparing and releasing documentation through open market approaches, and work across a diverse portfolio from corporate services and cutting-edge lab construction to facility upgrades, scientific equipment, and services for the CSIRO Research Vessel and Canberra Deep Space Communication Complex.

Partnering closely with stakeholders, you'll plan and manage procurements, provide expert advice, and support negotiations to achieve strong outcomes for CSIRO.

Duties

Your high-level duties will include:

- Undertake Complex Procurements and tender related activities in a manner which is compliant with the Commonwealth Procurement Rules (CPRs), internal procedures and procurement connected policies.
- Explaining procurement processes and requirements to those responsible to ensure compliance with the CPRs and procurement connected policies whilst adopting best practice, given the complexity of procurement and the time-pressured working environment.
- Taking the lead in developing all associated procurement and tender documentation and managing the tender process from beginning to end.
- Provide support in developing sourcing strategies which support CSIRO objectives.
- Develop contracts as an outcome of procurement activities.
- Support enterprise and research units in the development and review of contracts for Complex Procurements
- Complete the reporting of applicable procurement contracts
- Undertake market research to identify opportunities to utilise existing Government Panel arrangements.

Eligibility

As the successful candidate, you will bring:

Essential criteria

- Working knowledge of the Commonwealth Procurement Rules (CPR).
- Demonstrated experience in undertaking Requests for Tenders (RFT) from beginning to end in accordance with policies and procedures. Applicants are requested to provide details of any RFTs they have undertaken, including an outline of their role in the procurement.
- Experience in developing tender documentation, inclusive of internal approvals and approach to market documentation (e.g. request for tender).
- Demonstrated ability to manage own workload to achieve results in a professional and timely manner.
- Demonstrated capability in establishing and maintaining productive working relationships with internal and external stakeholders.

Desirable:

- Relevant qualifications in Government procurement and/or experience in a similar role
- Highly developed skills and application of Microsoft Word and Excel.
- Highly developed and influential communication and problem-solving skills.
- Experienced in drafting contracts.
- Understanding of how the CPRs apply to a Corporate Commonwealth Entity (CCE) organisation.

Please note, Under CSIRO policy only those who meet all essential criteria can be appointed.

For full details about this role, including all selection criteria and duties, please review the [Position Description](#).

Eligibility

Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

For Internal Applicants: You must be a CSIRO indefinite or specified term employee who has been previously appointed to an advertised vacancy via a competitive process.

Notes

Setting you up for success

We are committed to providing a recruitment process that is fair, equitable and accessible to everyone. We recognise that it may be helpful for us to adjust our process to make it equitable for your individual situation. Please contact careersonline@csiro.au and let us know how we can support you.

Life at CSIRO and flexible work arrangements

We work flexibly at CSIRO, offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, benefits and career development opportunities. To find out more, visit [Careers at CSIRO](#).

Inclusion and belonging

Solving Australia's greatest challenges takes a diversity of minds and lived experiences. We know diverse teams are more effective and deliver more innovative outcomes. As an equal employment opportunity organisation, we are committed to creating diverse and inclusive teams where people feel they belong. We recognise true diversity encompasses all ages, abilities, cultures, faiths, levels of education, genders, sexualities, diversity of thought and much more. We focus on hiring people who share our values of People First, Further Together, Making it Real and Trusted.

CSIRO holds Gold Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](#).

How to apply

Please apply online and submit a cover letter (maximum 2 pages) and CV that demonstrate your motivation and ability to meet the essential requirements of this role.

Applications close

15 January 2026 11:00pm AEDT

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Sarah Lyons, 1300 984 220
Agency Recruitment Site	https://jobs.csiro.au/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Industry, Science, Energy and Resources

Vacancy VN-0765999

Commonwealth Scientific and Industrial Research Organisation (CSIRO)

Closing Date: Sunday 04 January 2026

Finance

Job Title	Finance Policy Advisor
Job Type	Full-Time, Non-Ongoing
Location	Canberra ACT, Sydney NSW, Melbourne VIC, Brisbane QLD
Salary	\$100,103 - \$113,251
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid
Classification	
Position Number	102018
Agency Website	http://www.csiro.au

Job Description

<https://jobs.csiro.au/>

Acknowledgement of Country

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the area that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](#).

Role highlights

- **Develop clear and practical finance policies**
- **Ensure compliance with standards and government policy**
- **Manage risk and promote accountability**

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

Visit [CSIRO.au](https://www.csiro.au) for more information.

Role particulars

Location and office arrangements: All CSIRO Australian locations considered

Salary: AU\$100,103 to AU\$113,251 pa (pro-rata for part-time) + up to 15.4% superannuation

Tenure & work schedule: Specified term - 8 months from Jan 2026

Reference: 102018

The opportunity

As the Finance Policy Advisor, you will work closely with subject matter experts and key stakeholders to develop and maintain a robust finance governance and policy framework.

This role ensures finance policies and procedures are clear, practical, and aligned with current accounting standards, government policy, and best-practice finance processes. You will also implement control mechanisms within published procedures to manage risk and promote a culture of accountability and compliance across CSIRO's financial operations.

Duties

Your high-level duties will include:

- Under limited supervision, develop and revise best practice financial policy and procedures in alignment with all relevant legislation and Accountable Authority Instructions.
- Consult and collaborate with subject matter experts across CSIRO to develop an effective financial governance and policy framework.
- Co-ordinate quarterly finance compliance activities, communicating with all relevant teams within Finance to produce comprehensive reports and summary.
- Develop and review policies, procedures, systems and compliance frameworks and make recommendations to guide management decisions.
- Anticipate stakeholders' needs, ensure the relevance of the activity and achievement of team objectives, take personal responsibility for guaranteeing client satisfaction, and correct problems promptly in a constructive manner.
- Establish networks with other professionals both within and external to CSIRO to ensure the financial policy framework reflects current practices.

As the successful candidate, you will bring:

Essential criteria

1. Demonstrated technical knowledge and/or experience in developing policies and procedures in consultation with subject matters experts and other key stakeholders.
2. Proven experience identifying and analysing complex or ill-defined problems and developing appropriate solutions to communicate clearly to stakeholders.
3. Excellent written and verbal communication skills with the ability to deliver clear, concise and compelling messaging to a broad audience.
4. Proven ability to achieve a high level of trust and respect and build strong, productive and collaborative relationships with stakeholders providing accurate and timely advice that influences outcomes.
5. Demonstrated ability contributing to a high performing team, working cooperatively to achieve common goals to an expected standard with high self-motivation and organisational skills.

Desirable:

1. An understanding of Government processes, including PGPA Act, Australian Accounting Standards and Accountable Authority Instructions.
2. Previous experience working in a finance team in an operational environment, in particular, developing finance policies or procedures and compliance reporting.
3. High-level Microsoft Office skills.
4. Previous experience with Sitecore or other content management systems.

Please note, Under CSIRO policy only those who meet all essential criteria can be appointed.

For full details about this role, including all selection criteria and duties, please review the [Position Description](#).

Eligibility

Eligibility

This is a security assessed position. Applicants must be an Australian citizen, with successful candidate either holding or having the ability to obtain a Baseline level Australian Government security clearance. Appointment to this role is subject to provision of a national police check and may be subject to other security/medical/character requirements.

For Internal Applicants: You must be a CSIRO indefinite or specified term employee who has been previously appointed to an advertised vacancy via a [competitive process](#).

Notes

Life at CSIRO and flexible work arrangements

We [work flexibly at CSIRO](#), offering a range of options for how, when and where you work. We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, [benefits](#) and [career development](#) opportunities. To find out more, visit [Careers at CSIRO](#).

Inclusion and belonging

Solving Australia's greatest challenges takes a diversity of minds and lived experiences. We know diverse teams are more effective and deliver more innovative outcomes. As an equal employment opportunity organisation, we are committed to creating [diverse and inclusive teams](#) where people feel they belong. We recognise true diversity encompasses all ages, abilities, cultures, faiths, levels of education, genders, sexualities, diversity of thought and much more. We focus on hiring people who share our values of People First, Further Together, Making it Real and Trusted.

CSIRO holds Gold Status for the Australian Workplace Equality Index for LGBTQIA+ inclusion, and a Science in Australia Gender Equity Bronze Award.

Child safety

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](#).

How to apply

Please apply online and submit a cover letter (maximum 2 pages) and CV that demonstrate your motivation and ability to meet the essential requirements of this role.

Applications close

4 January 2026 11:00pm AEDT

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Sarah Lyons, 1300 984 220
Agency Recruitment Site	https://jobs.csiro.au/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Industry, Science, Energy and
Resources

Vacancy VN-0766014

Commonwealth Scientific and Industrial Research
Organisation (CSIRO)

Closing Date:Sunday 25 January 2026

CDSCC
Finance

Job Title	Finance & Administration Lead
Job Type	Full-Time, Ongoing
Location	Tuggeranong ACT
Salary	\$96,000 - \$123,000
Future Merit Locations	Tuggeranong
Office Arrangement	Flexible
Office Arrangement Details	Mix of home and office
Classification	APS Level 6
Position Number	101968
Agency Website	http://www.csiro.au

Job Description

<https://jobs.csiro.au/job-invite/101968/>

About CSIRO

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

As one of the world's largest multidisciplinary mission-driven research organisations, we are focused on the issues that matter the most: for our quality of life, for the economy and for our environment. We believe diverse teams are more effective and deliver more innovative outcomes. When we all focus on the big things that really matter, and work in partnership with our communities and [Indigenous Australia](#), Australian science and technology can solve seemingly impossible problems and create new value for all Australians. Visit [CSIRO.au](http://www.csiro.au) for more information.

About CDSCC

Under an Agreement between the Australian and United States Governments, CSIRO has management responsibility for the activities of the National Aeronautics and Space

Administration (NASA) in Australia. The principal activity is the operation of the Canberra Deep Space Communication Complex (CDSCC) located at Tidbinbilla, some 40 km from Canberra. CDSCC supports ground-based telecommunications as part of the international National Aeronautic Space Administration (NASA) Deep Space Network (DSN), under contractual arrangements between NASA and the Commonwealth Scientific Industrial Research Organisation (CSIRO). CDSCC is one of three similar complexes that together with the Network Operations Control Centre at the Jet Propulsion Laboratory (JPL) – based in the US - constitute NASA's global DSN. JPL manages and operates the DSN for NASA. Visit CDSCC Online for more information.

Role overview

The position of Finance & Administration Lead, CDSCC supports the ongoing coordination from the CDSCC finance/procurement management, Fleet Management (leasing arrangements), administration services and to the CSIRO support services model. Also assists the Support Services Manager with physical security arrangements and to develop and implement relevant policies and procedures and the CDSCC's contract requirements.

The Finance & Administration Lead will act as the on-site local point of contact and coordinate responses to queries from the NASA/JPL customer, CSIRO support services team, CDSCC managers, team leaders and team members in relation to budgets, procurements and cost codes.

The position will also oversee on behalf of the Support Services Manager ensuring the administration requirements such as physical and master file information and databases are maintained in accordance with NASA/JPL and CSIRO standards, including:

- technical and operational documentation
- operational software
- on site administration of JPL's DRMS and MIDAS databases
- provide services to staff include laminating, bulk and large plan printing and binding

Duties

- The Finance & Administration Lead (F&A T/L) is responsible for the provision of monthly progress reports to the Support Services Manager.
- The F&A T/L will be the conduit for reconciliation queries between the customer, Maximo and CSIRO SAP finance and reporting activities, supporting the CSIRO Finance team in the preparation of budget reviews.
- Liaise with CDSCC Leaders, customers and CSIRO Finance to determine their needs, tailoring solutions to potentially conflicting requirements, taking personal responsibility for customer satisfaction, and correcting problems promptly and in a constructive manner.
- Under limited direction, use technical expertise to lead a range of support activities/functions, or be responsible for a number of smaller projects, with independence of action within their

own function, achieving results through the use and allocation of available resources, within constraints laid down by managers. (Including responsibility for results).

- Provide the Support Services Manager with assistance as the Deputy Security Administrator (as detailed in SOI Sec01) for the site and its physical security arrangements and supporting contracts.
- Provide leadership and supervision to a small team, project group or function, and take responsibility for the performance management and career development of the team.
- Partner with leadership to provide support in delivering innovative solutions and developing best practices for appropriate business outcomes.
- Manage the sites leasing arrangements for its Fleet of vehicles and mobile plant in collaboration with CSIRO Fleet management and assist with direct fleet management tasks.
- Communicate openly, effectively, and respectfully with all staff, customer and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO's reputation.
- Work collaboratively as part of a multi-disciplinary, dispersed team, and contribute to a positive workplace culture.
- Strive for "Zero Harm" (physical and psychological) by supporting of Business Unit HSE initiatives.
- Adhere to the spirit and practice of CSIRO's Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Making Safety Personal goals.
- Other duties as directed.

Eligibility

Essential

1. A relevant qualification (Degree, Diploma or Certificate IV in business, administration, finance/accounting, project management, physical security) and/or equivalent experience of at least 5 years.
2. Demonstrated ability to lead a small team in meeting work objectives and demonstrating a culture of success.
3. Demonstrated experience in and accounts/customer service, multi-focussed administration environment.
4. Working knowledge of budgets, reconciliations and report generation and analysis.
5. Demonstrated ability to collaborate widely, both internally and externally, and provide guidance to leaders and staff.
6. Excellent written and verbal communication skills with a high level of analytical, literacy and reporting skills.

Desirable

1. Working knowledge of Maximo and/or SAP business management systems.
2. Working knowledge of government regulatory environments, policies and protocols.

Notes

Role particulars

- **Location:** CDSCC, Tidbinbilla. ACT
- **Salary:** AU\$96k – AU\$123k per annum (pro rata for part-time), plus 15.4% superannuation (+ \$133 per week tracking station allowance)

- **Tenure & work schedule:** Indefinite, full-time. Options for part-time, job-share and flexible work arrangements can be discussed based on needs of role and individual circumstances.
- **Reference:** 101968
- Applications for this position are open to Australian Citizens and Australian Permanent Residents only.
- Please apply via the CSIRO job link: <https://jobs.csiro.au/job-invite/101968/>

About the Commonwealth Scientific and Industrial Research Organisation (CSIRO)

We imagine. We collaborate. We innovate. We are Australia's national science research agency. We solve the greatest challenges using innovative science and technology. At the Commonwealth Scientific and Industrial Research Organisation (CSIRO), we shape the future. We do this by using science to solve real issues to unlock a better future for our community, our economy, our planet. We pride ourselves on recruiting the best talent - bold change-makers, imaginative problem solvers and people driven by impact, whose creativity and skill match their enthusiasm for science and innovation. Join us, and help unlock a better future for everyone.

To Apply

Position Contact	Nicole Poole, 02 9490 5618
Agency Recruitment Site	https://jobs.csiro.au/job-invite/101968/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Industry, Science, Energy and Resources

Vacancy VN-0765962

**Department of Industry, Science and Resources
(DISR)**

Closing Date: Saturday 31 January 2026

Job Title	Expressions of Interest - Industry Growth Program Committee and Cooperative Research Centres Advisory Committee members
Job Type	Part-Time, Non-Ongoing
Location	Various locations - ACT ACT, Various locations - QLD QLD, Various locations - NSW NSW, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - WA WA, Various locations - NT NT, Various locations - SA SA
Salary	-
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Hybrid
Office Arrangement Details	Flexible work arrangements are supported by the department, for more information on this please reach out to the contact officer.
Classification	Statutory Appointment
Position Number	2283_12/25
Agency Website	https://www.industry.gov.au/

Job Description <https://industrycareers.nga.net.au/?jati=B9414C8B-1E02-34DD-9007-E47AD1059DEB>

About the Department

DISR plays a key role in the Australian Government's agenda to create jobs and build a stronger, more resilient and competitive economy. Our work builds on Australia's existing strengths, supports businesses to grow, and drives new opportunities for long-term productivity growth and prosperity. Through our work, we support the government's economic recovery plan and help to deliver a better future for all Australians.

About the committees

The Industry Innovation and Science Australia (IISA) Board delegates functions for the Industry Growth Program and Cooperative Research Centres (CRC) Program to the Industry Growth Program Committee and the CRC Advisory Committee respectively.

The Committees consist of up to seven members, including a Chair, appointed by the Minister for Industry and Innovation.

About the Programs

Industry Growth Program

The Industry Growth Program (IGP) supports innovative startups and small and medium enterprises (SMEs) with high growth potential to transform and significantly scale up their business and help build Australian manufacturing capability in priority areas for the National Reconstruction Fund (NRF). The IGP provides an Advisory service, at no financial cost to a business, and following receipt of the advice, the opportunity for merit-assessed matched grant funding should they choose to apply. Grants range from \$50,000 to \$5 million in matched funding for projects with a defined period of up to 24 months.

Cooperative Research Centres Program

The Cooperative Research Centres (CRC) Program fosters high quality research partnerships between businesses and research organisations to improve the competitiveness, productivity and sustainability of Australian industries. It is a proven model for driving industry-led collaborative research partnerships solving industry-identified problems and delivering tangible outcomes. Since it began in 1991, the CRC Program has committed \$6 billion to support the establishment of 241 CRCs and 276 CRC Projects. As of July 2025, partners have committed a further \$17.9 billion in cash and in-kind contributions.

The CRC Program supports medium to long term collaborations of up to 10 years through CRC grants, and short-term collaborations of up to 3 years through the CRC Projects (CRC-Ps) which focus on encouraging greater SME involvement in collaborative research.

Our ideal candidate

The Department of Industry, Science and Resources (DISR) is inviting expressions of interest from suitably qualified individuals to fill member vacancies on the following committees:

- Industry Growth Program Committee
- Cooperative Research Centres Advisory Committee

We encourage applications from diverse industry, sector, demographic and cultural backgrounds. Previous committee experience, including assessing grant proposals or making investment decisions will be highly regarded.

The department upholds the Government's commitment to achieving equal representation on boards and committees, both in membership and leadership roles. It also fully endorses broader diversity and inclusion strategies. The composition of the department's boards and committees exemplifies these values.

Industry Growth Program Committee

Members will bring a strong understanding of commercialisation, innovation and critical success factors for scaling businesses, and expertise across various aspects of commercialisation and early-stage growth. This includes experience in project commercialisation, leadership and innovation capability, commercialisation strategy, intellectual property, marketing and/or expanding into international markets.

Committee members could also bring specialist technical knowledge and experience in one or more NRF priority areas:

- value-add in resources
- value-add in agriculture, forestry, and fisheries
- transport
- medical science
- renewables and low emission technologies
- defence capability
- enabling capabilities

All applications will be assessed against the following skills and experience including:

Startup and SME experience

- Demonstrated experience in founding or investing in startups or innovative SMEs
- Proven capability in innovation, commercialisation and driving business growth
- Familiarity with operational challenges and opportunities in early-stage ventures

Sectoral expertise

- Experience in one or more National Reconstruction Fund (NRF) priority areas
- Understanding of industry-specific dynamics relevant to innovation and growth

Governance and representation

- Previous experience serving on committees or boards
- Ability to contribute diverse perspectives and represent varied stakeholder interests

CRC Advisory Committee

Members will bring diverse experience and knowledge that enhances industry research and commercialisation.

Candidates will have:

- the ability to work collaboratively and think strategically
- the ability to communicate with influence and negotiate effectively and respectfully
- an understanding of the CRC Program objectives, and Government priorities
- time to commit to the role
- a demonstrated high standard of professionalism, probity and personal integrity.

The Committee values technical and sectoral expertise in one or more of government's priorities such as the:

- [National Reconstruction Fund](#) (NRF)
- [National science and research priorities](#)
- [List](#) of critical technologies

To the above areas of interest, candidates will apply expertise, experience and multi-disciplinary insights regarding:

- science and technology
- research development and collaboration
- commercialisation
- global or national networks

- venture capital
- national security and resilience
- public policy
- project and/or executive management and governance
- government or private sector advisory bodies, boards or committees

Duties

The Industry Growth Program Committee

The Industry Growth Program Committee (the Committee) provides advice to the IISA Board and Industry Growth Program (the program) delegate on matters relating to the operation of the Industry Growth Program grants. The Committee is primarily responsible for performing merit assessments of eligible grant applications and making recommendations regarding the award of grants to the delegate for their final decision.

The Committee undertakes a strategic investment role in recommending grant funding for innovative SMEs and startups that meet the program's eligibility and merit-based selection criteria.

While drawing on input from the program's Executive Director and Advisers, who are responsible for providing commercialisation and early-stage growth guidance to eligible businesses, the Committee operates independently in recommending grant funding allocations.

The Committee currently meets in Australian capital cities or virtually every 6-8 weeks to merit assess grant applications (up to two days each), with additional meetings as needed. Committee members review applications prior to meetings and collaborate to finalise merit assessments and recommendations.

The CRC Advisory Committee

The role of the CRC Advisory Committee (the Committee) is to provide advice and recommendations to the Minister for Industry and Science on the CRC Program. Specifically, Committee members:

- assess grant applications based on the CRC Program's objectives and assessment criteria, and
- provide advice as required on the ongoing progress and performance of individual CRCs and CRC-Projects, as well as on the operation of the CRC Program.

The Committee generally meets four times a year for selection rounds (two days for each meeting), with additional meetings, including an annual strategy session, as required. The Chair and Committee members assess applications in advance of meetings and in-session the Committee discusses and agrees advice.

Eligibility

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

Notes

Members of both Committees will be remunerated in accordance with the Remuneration Tribunal (Remuneration and Allowances for Holders of Part-time Public Office) Determination 2025.

Members are required to complete declarations of interest prior to Committee meetings. As the Chair and members are excluded from discussion where they have a material conflict of interest, applicants should comment on whether their register of interests would see them excluded from substantial parts of the process.

A merit pool may be established and used to fill future committee vacancies within 18 months from the date the vacancy was first advertised on APS Jobs. The department may also draw from the merit pool to fill other board or committee vacancies within the portfolio.

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

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	Mary Jeffries, 02 6102 8130
Agency Recruitment Site	https://industrycareers.nga.net.au/?jati=B9414C8B-1E02-34DD-9007-E47AD1059DEB

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Industry, Science, Energy and Resources

Vacancy VN-0765923

IP Australia

Closing Date: Monday 26 January 2026

Governance Governance, Assurance & Attorney Regulation

Job Title	Director, Governance, Assurance & Attorney Regulation
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - SA SA, Various locations - NT NT, Various locations - WA WA, Various locations - VIC VIC, Various locations - TAS TAS
Salary	\$146,680 - \$170,991
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible working arrangements are available
Classification	Executive Level 2
Position Number	1598
Agency Website	https://www.ipaustralia.gov.au/about-us

Job Description

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

The Director, Governance, Assurance & Attorney Regulation, as a member of Governance Group and IP Australia's senior leadership team, supports IP Australia to achieve our strategic objectives and meet our obligations as an Australian Government entity.

Duties

The Director does this by leading multidisciplinary teams to deliver several critical operational activities, including:

- the development and delivery of IP Australia's internal audit program, management-initiated reviews and evaluations in cooperation with service providers
- maintaining and supporting implementation of frameworks and policies for IP Australia's responsible and ethical use of artificial intelligence and automated decision making, our Quality Management system, including maintaining ISO9001 certification, and to meet our obligations as a regulator under the Regulatory Policy, Practice and Performance Framework and as a participant of the Regulator Leadership Cohort
- the development and publication of the Strategic Corporate Plan and Annual Report, including ensuring compliance with the Public Governance, Performance and Accountability Act 2013 and Commonwealth Performance Reporting Framework obligations
- administering the Trans-Tasman IP Attorney regime, supporting the statutorily appointed Trans-Tasman IP Attorneys Board, Trans-Tasman IP Attorneys Disciplinary Tribunal and Designated Manager to discharge their functions and obligations under the Patents Act 1990
- providing high quality secretariat support to the Executive Board, Strategic Governance Committees and Audit Committee.

Eligibility

Under section 22(8) of the *Public Service Act 1999*, employees must be Australian citizens to be employed in the Australian Public Service (APS).

All applicants offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.

The successful candidate/s may be required to obtain and maintain a security clearance at a specified clearance level – please check the candidate kit for security clearance requirements.

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

Notes

At the end of the recruitment process, a merit pool of suitable candidates may be created. Those found suitable will be advised that they have been placed in the pool. The merit pool is valid for 18 months from the date the process was advertised. The merit pool may be used throughout the period to fill similar positions in the event positions become vacant.

IP Australia embraces flexibility, including hours and location. Most of our roles can be done from anywhere in Australia, as long as you have reliable internet connection and an appropriate office set-up. We have offices in Canberra (Ngunnawal Country) and Melbourne (Naarm) for employees who are located within a reasonable distance to the office and most employees work a mixture of days in the office and days from home. Employees who are not located near an office, work completely remotely.

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

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

About the IP Australia

IP Australia is the Australian Government agency that drives innovation by administering intellectual property (IP) rights, including patents, trade marks, designs, and plant breeder's rights. Our mission is simple: to help Australians turn great ideas into reality through a world-class IP system that fuels creativity, investment, and economic growth. Working with us means being part of a team that influences global IP frameworks, supports trade agreements, and educates businesses and individuals on the value of IP. We're not just about protecting ideas—we're about enabling innovation that benefits everyone. At IP Australia, we foster an inclusive and diverse culture where every individual feels respected and valued. We believe that diversity drives innovation, and we are committed to creating a workplace where everyone can thrive and reach their full potential. We understand the importance of flexibility and wellbeing. That's why we offer hybrid work arrangements, flexible hours, and programs to support mental health and overall wellbeing. Our focus on psychological safety ensures that employees feel secure and supported in their roles. Professional growth is a priority for us. We provide opportunities for skill development, education support, and clear pathways for career progression. Whether you're starting your career or looking to advance, IP Australia offers the tools and resources to help you succeed. Our benefits are designed to support your lifestyle and future. With competitive conditions such as 15.4% superannuation contributions, salary packaging options, and family-friendly policies, we make sure our employees are well taken care of. Finally, integrity is at the heart of everything we do. We uphold the highest standards of fairness and respect, maintaining a workplace built on trust and collaboration. At IP Australia, you'll be part of an organisation that values both people and purpose.

To Apply

Position Contact	Jennifer Hutchinson, (02) 6283 2740
Agency Recruitment Site	https://careers.ipaustralia.gov.au

Infrastructure, Transport, Regional Development and Communications

Vacancy VN-0765971

Civil Aviation Safety Authority Australia

Closing Date: Sunday 11 January 2026

Corporate Services
People & Capability Workforce Strategy and Analytics

Job Title	Team Leader Workforce Analytics
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$120,448 - \$140,835
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	Candidate may work from home averaging up to 50% of their working hours
Classification	Executive Level 1
Position Number	1069
Agency Website	https://www.casa.gov.au/about-us/careers-casa

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 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

This vacancy is being advertised concurrently under a general and an affirmative measure recruitment process.

Affirmative measures is only available to Aboriginal and/or Torres Strait people or people living with a disability, evidence will be requested if your application progresses under an affirmative measures process.

About the Civil Aviation Safety Authority Australia

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

To Apply

Position Contact	Donna Storen, +61262171094
Agency Recruitment Site	https://www.casa.gov.au/about-us/careers-casa

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0765947

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

Closing Date:Tuesday 20 January 2026

Job Title	APS6 - Software Support Developer, Information Technology and Data Division
Job Type	Full-Time, Ongoing
Location	Canberra ACT
Salary	\$95,501 - \$114,201
Future Merit Locations	Canberra
Office Arrangement	Hybrid
Office Arrangement Details	Flexible working arrangements can be negotiated in accordance with the department's 2024 EA
Classification	APS Level 6
Position Number	47396
Agency Website	https://www.infrastructure.gov.au/

Job Description

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

The opportunity we have available

Organised within the departments Chief Operating Officer Group, the Information Technology and Data Division's (ITDD) purpose is to connect people and technology, empowering the department to excel.

ITDD is responsible for the consolidated provision and support of stable and secure IT Systems, applications, and services to all department users across all States and Territories, including our Indian Ocean Territories and Norfolk Island, as well as supporting seven Ministerial offices, six Groups, and coordination with portfolio entities.

The division provides the digital collaboration and communications tools necessary to connect a geographically dispersed workforce and to optimise hybrid working arrangements. We manage industry and public facing digital systems, deliver desktop services to over 2,200 staff, support over 30 office locations across Australia and oversee the department's cyber security capability.

The advertised position is for an APS6 to join our ICT Operations Team as the Software Support Developer to provide the systems maintenance, operational support, vendor management, business engagement and updates for key department systems. This role is critical in ensuring the department's business applications remain reliable, secure and fit-for-purpose to meet business needs.

Duties

What will you do?

The role is varied and dynamic, but typical duties include:

- Provide technical and operational support and act as a subject matter expert (SME) for a range of business applications.
- Support, maintain and enhance bespoke applications to ensure they operate securely and efficiently in alignment with the department's goals.
- Assist with system configuration, troubleshooting, and issue resolution.
- Troubleshoot application and data issues in a complex integrated environment.
- Monitor system performance, identify issues, and recommend improvements to enhance efficiency and user experience.
- Liaise with software vendors and internal IT teams to resolve technical issues.
- Develop and maintain system support documentation, standard operating procedures, and knowledge base articles.
- Engage with internal business areas to gather feedback, identify issues and support training activities.
- Support security compliance and vulnerability management activities across systems.
- Contribute to project activities where systems require enhancement, migration or integration.

Who are we looking for?

The successful candidate for this position will be able to demonstrate their capability against the APS6 Work level standards.

The successful candidate will have an eagerness to learn and develop within the role, have an enthusiastic nature and be a team player.

To be successful in this role, you will need to ideally demonstrate:

- Strong analytical, conceptual, and problem-solving skills, with the ability to troubleshoot complex issues, identify patterns, and develop logical solutions.
- Sound understanding of data integrity, security, backup practices, and the management of sensitive and confidential information.
- Proactive problem-solving skills and a commitment to continuous improvement.
- Excellent stakeholder engagement skills with the ability to communicate technical information clearly to non-technical audiences.
- Demonstrated experience leading initiatives to facilitate innovative ways for software solutions to be used to deliver improved customer experience and business improvement.
- Knowledge of or ability to quickly learn the functionality of department-specific applications listed.
- Tertiary qualification in Information Technology or a related field and/or equivalent demonstrated experience.
- ITIL v4 certification or experience working in an ITIL environment.
- Experience with Microsoft Desktop Platforms, SharePoint administration, database management or Dynamics CRM.
- Experience developing business applications utilising some of the following technologies and services:
 - Microsoft Dynamics 365
 - Microsoft Power Platform
 - Azure DevOps
 - Azure B2C
 - Other Azure services
 - REST APIs

Eligibility

Eligibility requirements

Employment with the Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts is subject to conditions prescribed within the Public Service Act 1999 including:

- **Citizenship:** candidates must be an Australian citizen at the time of submitting your application.
- **Health Assessment:** The preferred candidate may be required to undergo a medical examination conducted by the department's preferred medical provider.
- **Security Clearance:** The successful candidate must be able to obtain and/or maintain a security clearance at NV1. You must be willing to disclose all relevant and required information. You must have lived in Australia, or have a checkable background, for at least

the preceding five years for Baseline Vetting clearances. More information on the security clearance vetting process is available on the Australian Government Security Vetting Agency (AGSVA) website.

- **Police check:** The successful candidate must satisfactory complete an Australian Federal Police criminal history check.
- **Integrity and Performance check:** The successful candidate must satisfy the requirements in an Integrity and Performance check which is completed by your most recent employer.

Notes

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

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

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

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

To Apply

Position Contact	Monida Lim, 02 6136 8755
Agency Recruitment Site	https://www.infrastructure.gov.au/department/careers

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

National Film and Sound Archive of Australia

Closing Date: Sunday 18 January 2026

Audiences, Brand and Content Marketing, Design and Digital Audiences

Job Title	Head of Marketing
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Pymont NSW
Salary	\$137,956 - \$153,017
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	You may apply for flexible working arrangements
Classification	Executive Level 2
Position Number	89770
Agency Website	https://www.nfsa.gov.au/

Job Description

<https://nfsa.elmogov.com.au/careers/nfsa/jobs>

About the National Film and Sound Archive

The National Film and Sound Archive of Australia (NFSA) is Australia's audiovisual archive, telling the national story by collecting, preserving and sharing audiovisual media, the cultural experience platforms of our time. The collection itself dates back to 1935, making it one of the world's oldest audiovisual collections. It is also one of the country's most used cultural collections, with around 125 million views of collection content each year.

We continue to work on developing a stable, secure and future-proof workforce across our four physical sites based in Canberra and Mitchell in the ACT as well as in Sydney and Melbourne.

We are also undergoing a program of business improvement for many of our corporate systems to improve efficiency and reduce manual handling.

We are an ambitious organisation, and we aim to be an employer of choice within the Galleries, Libraries, Archives and Museums (GLAM) sector, providing exciting and challenging work, as well as favourable employment conditions and unique development opportunities for our staff.

Cultural Values

We are an equal opportunity employer, embracing a diverse range of applicants such as veterans, and people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA community members, individuals with disabilities and/or health conditions, as well as those from varied faith and cultural backgrounds. At the NFSA we prioritise the development of a safe, inclusive, and high-performance culture through shared actions and behaviours that align with our strategy and direction. This empowers our employees to effectively contribute to our goals.

The National Film and Sound Archive of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for these principles in theory and practice.

About the Team

The Marketing, Design and Digital Audiences section is part of the Audiences, Brand and Content Branch. The team drives audience engagement nationally and in Canberra through digital platforms, customer relationship management (CRM), campaigns, and creative expertise. They work closely with Communications and Editorial to grow awareness and connect audiences with NFSA's national digital channels (website, social media, YouTube, NFSA Player and email) and in person in Canberra.

The Opportunity

The Head of Marketing plays a key role in developing strategy, positioning the brand and leading successful campaigns that deliver on brand, audience and engagement goals. Working directly to the Chief Marketing Officer (CMO), the Head of Marketing is part of the Branch leadership team and the NFSA management group.

The NFSA is investing in editorial, content, and programming strategies to ensure that our storytelling reflects the diversity and cultural dynamism of contemporary Australia. The NFSA has ambitions to have greater engagement with Australian audiences, with more people viewing more of our content, more often. The Head of Marketing is leading our new national audience

development activity to increase the use of the national audiovisual collection through online digital channels including the NFSA website and social and video platforms. The role also oversees marketing activities for the range of programs onsite at our Headquarters in Acton, Canberra.

The Head of Marketing leads a specialised team of eight with four direct reports (Digital Audience Manager, Marketing Manager and two Graphic Designers) and works in close partnership with peers across the NFSA and the Executive team.

Please note: This recruitment process is intended to fill both current and future vacancies. While the position on offer is non-ongoing (for approximately 9-months), a merit pool of suitable applicants may be established to fill similar ongoing and non-ongoing positions within the next 18 months.

Duties

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

- Develop and implement effective brand strategies to create a powerful cultural brand and lead the development of expertly crafted creative ideas, brand voice and well-executed marketing assets.
- Lead and oversee the development of marketing strategies, campaigns and audience development strategies that meet agreed goals for NFSA products, editorial content, curatorial initiatives and programs and experiences.
- Oversee the agreed Marketing, Design and Digital Audiences responsibilities for the NFSA website, including products and experiences and SEO strategy.
- Partnering with Editorial, proactively grow engagement on agreed social media channels, including paid activity, and oversee the delivery of a vibrant community with exemplary moderation.
- Champion the development of audience knowledge and insights, lead with curiosity and oversee the development and hygiene of NFSA's audience data sets.
- Lead the team's use of NFSA's CRM system and oversee robust email product and community building strategies.
- Drive high-impact collaboration with marketing partners and agencies to deliver strategic outcomes.
- Lead, develop and manage the Marketing, Design and Digital Audiences team across three locations (Sydney, Canberra and Melbourne) and champion operational excellence.
- Manage the Audiences, Brand and Content budget as a Cost Centre Manager and consult with the CMO and Branch leaders.
- Collaborate with colleagues to ensure a cohesive and positive team culture, including leading by example and playing an active role in developing an optimum workplace culture for all employees.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Demonstrated extensive senior brand and product marketing leadership experience, including in a cultural or media organisation.
2. Extensive experience in developing consumer marketing strategies and paid media campaigns across a broad mix of media, including digital and broadcast channels.
3. Strong track record of developing and delivering audience development strategies.
4. Demonstrated experience in developing and managing high-performing multidisciplinary teams, with proven ability to effectively manage budgets and resources.
5. Highly developed interpersonal and communication skills with proven ability to negotiate, influence and collaborate with a broad range of individuals to deliver strategic outcomes.

Desired Skills and Experience

Desirable:

- Tertiary experience in a relevant field.
- Experience managing in-house design teams.

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.

How to Apply

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

What we offer you

We provide a diverse, inclusive, and supportive work environment with access to:

- Great training and development opportunities.
- Generous leave and flexible working arrangements.

- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- A competitive salary, plus 15.4% superannuation.
- Rewards and recognition initiatives.

Notes

RecruitAbility

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

About the National Film and Sound Archive of Australia

The National Film and Sound Archive of Australia (NFSA) is the national agency concerned with the visibility, usability and sustainability of Australia’s audio-visual heritage. The NFSA’s mission is to collect, preserve, and share the national audio-visual collection for others to learn, experience and create with it.

To Apply

Position Contact	Nicole McPeake, 02 8202 0179
Agency Recruitment Site	https://nfsa.elmogov.com.au/careers/nfsa/jobs

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Infrastructure, Transport, Regional
Development and Communications

Vacancy VN-0766011

Job Title	Manager, Public Programs & Visitor Experience
Job Type	Full-Time, Ongoing
Location	Acton ACT
Salary	\$116,221 - \$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	Flexible
Office Arrangement Details	You may apply for flexible working arrangements
Classification	Executive Level 1
Position Number	89305
Agency Website	https://www.nfsa.gov.au/

Job Description

<https://nfsa.elmogov.com.au/careers/nfsa/jobs>

About the National Film and Sound Archive

The National Film and Sound Archive of Australia (NFSA) is Australia's audiovisual archive, telling the national story by collecting, preserving and sharing audiovisual media, the cultural experience platforms of our time. The collection itself dates back to 1935, making it one of the world's oldest audiovisual collections. It is also one of the country's most used cultural collections, with around 125 million views of collection content each year.

We continue to work on developing a stable, secure and future-proof workforce across our four physical sites based in Canberra and Mitchell in the ACT as well as in Sydney and Melbourne.

We are also undergoing a program of business improvement for many of our corporate systems to improve efficiency and reduce manual handling.

We are an ambitious organisation, and we aim to be an employer of choice within the Galleries, Libraries, Archives and Museums (GLAM) sector, providing exciting and challenging work, as well as favourable employment conditions and unique development opportunities for our staff.

Cultural Values

We are an equal opportunity employer, embracing a diverse range of applicants such as veterans, and people who identify as Aboriginal and/or Torres Strait Islander, LGBTQIA community members, individuals with disabilities and/or health conditions, as well as those from varied faith and cultural backgrounds. At the NFSA we prioritise the development of a safe, inclusive, and high-performance culture through shared actions and behaviours that align with our strategy and direction. This empowers our employees to effectively contribute to our goals.

The National Film and Sound Archive of Australia is committed to ensuring a child-safe and child-friendly environment. All employees are expected to demonstrate a commitment to, and support for these principles in theory and practice.

About the Team

The Public Programs and Visitor Experience (PP&VE) team is part of the Programs and Place Branch. The Branch's key objectives are to increase NFSA's relevance, reach and revenue, particularly through experiences at our headquarters in Acton

The PP&VE team is responsible for managing and delivering Visitor Services, Commercial Venue Hire, Café contract (external supplier), corporate events, and four key streams of on-site public programs and experiences at our Acton location, including:

- 'Baseline' – Our 'always on' experience welcomes visitors to our revitalised heritage spaces and courtyard with digital and object-based displays and café.
- 'NFSA Presents' – A program of digital installations of commissioned artworks in our main gallery space, public programs that enliven and enrich all our spaces, and a year-round program of screenings in our award-winning, heritage-listed Arc Cinema and Theatrette.
- 'NFSA Co-presents' - The team collaborates with external strategic partners to deliver joint programs and events such as film festivals and symposia. Through these partnerships, NFSA builds community and participates as a key voice in the conversation about identity, city renewal, placemaking and design.
- Commercial Venue Hire – Many of our revitalised spaces are available for hire and more are coming online. The NFSA recognises venue hire as an opportunity to connect with diverse audiences, develop business tourism and generate revenue.

Additionally, the team collaborates with teams across the NFSA to deliver internal corporate events.

The PP&VE team is part of the Programs and Operations section, which also includes the Learning & Media Literacy team and the Technical & Production team.

The Opportunity

The Manager PP&VE will play a key role in refining our strategies, systems, tools and procedures and managing a multi-disciplinary team to achieve this goal.

The Manager PP&VE manages a large, multi-disciplinary team, ensuring the effective, safe and timely delivery of all public programs, our 'always on' visitor experience, exceptional customer service and venue hire at our Acton location.

While primarily a management role, the position includes significant opportunity to lead creative dialogue within the team and with external partners, and to contribute ideas for innovative programs, events and products. The Manager PP&VE has direct responsibility for managing 'NFSA Co-presents' creative partnerships, developing tourism products and managing the café contractor. The Manager PP&VE sits on the Programming Committee which programs activation of the Acton campus.

The Manager PP&VE reports to and works in close collaboration with the Head of Programs and Operations, other managers within the Programs and Operations section and teams across the NFSA to ensure alignment of strategy, creative direction and operations.

The Manager PP&VE will be highly organised, proactive and collaborative, with strong project management and team leadership skills. They will be able to apply their creative, analytical and entrepreneurial mindset and experience in delivering innovative public programs and customer service in a cultural institution context.

Duties

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

- Contribute to strategies that develop and guide the business of the Programs and Visitor Experience team.
- Develop policies and tools to enable and ensure the delivery of programs, technical services and experiences.
- Manage the Programs and Visitor Experience team to develop and maintain a positive and collaborative team culture and deliver excellent program management, customer service and creative programs.
- Manage direct reports: Visitor Services & Events Coordinator; Creative Producer & Programs Coordinator; Venue Hire Coordinator; and Programs & Operations Administrator.

- Oversee budgeting, project management, financial management, risk management and delivery of all programs and venue hire.
- Manage team professional development and performance to ensure capability within a culture of continuous improvement.
- Develop and manage effective internal and external relationships and partnerships.
- Manage visitor experience and program measurement, evaluation, feedback, dispute resolution and reporting.
- Lead creative dialogue and program development with partner organisations for 'NFSA Co-presents', and within the team to propose, shape and deliver programs for 'NFSA Presents' and 'Baseline'.
- Manage liaison and collaborative business development with the café contractor.
- Develop tourism product in collaboration with tourism partners.

Selection Criteria

The successful candidate will demonstrate their capacity against the following:

1. Understanding and experience of shaping and delivering innovative public programs and customer service in a cultural institution context.
2. Ability to collaboratively lead, develop and manage a multi-disciplinary, public-facing team, ideally in a visitor experience context.
3. Highly developed skills in project, financial, risk and contract management, analysis and reporting.
4. Demonstrated strategic thinking and achievement relevant to audience and commercial development.
5. Highly developed communication and relationship management skills, including effective stakeholder engagement.

Desired Skills and Experience

Desirable:

- Experience working in a cultural institution context.
- Experience in public program or event programming and management.
- Experience in shaping and leading a customer-facing team.
- Qualifications in Project Management.
- Knowledge and experience in co-ordinating audiovisual screenings.

Eligibility

To be eligible for this position you must:

- Be an Australian Citizen.
- Satisfactorily complete an Australian Federal Police National Police Check.
- Obtain and maintain an Australian Government Baseline Security Clearance.
- Obtain and maintain a Working with Vulnerable People registration.

How to Apply

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

What we offer you

We provide a diverse, inclusive, and supportive work environment with access to:

- Great training and development opportunities.
- Generous leave and flexible working arrangements.
- Our Employee Assistance Program (EAP – a free counselling service for you and your family).
- A competitive salary, plus 15.4% superannuation.
- Rewards and recognition initiatives.

Notes

RecruitAbility

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

About the National Film and Sound Archive of Australia

The National Film and Sound Archive of Australia (NFSA) is the national agency concerned with the visibility, usability and sustainability of Australia's audio-visual heritage. The NFSA's mission is to collect, preserve, and share the national audio-visual collection for others to learn, experience and create with it.

To Apply

Position Contact	Greg Lissaman, 0262482009
Agency Recruitment Site	https://nfsa.elmogov.com.au/careers/nfsa/jobs

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Prime Minister and Cabinet

Vacancy VN-0765963

Aboriginal Hostels Limited

Closing Date:Monday 12 January 2026

National Office
People Services

Job Title	Team Leader, People Branch – People Branch Helpdesk
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - ACT ACT, Various locations - QLD QLD, Canberra ACT
Salary	\$94,563 - \$105,910
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA, Canberra
Office Arrangement	Flexible
Office Arrangement Details	Hybrid Work arrangement
Classification	APS Level 6
Position Number	9207
Agency Website	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 an APS Level 6 Team Leader in the People Branch, you will be at the heart of our payroll processing and answering tier one questions – guiding a small team that delivers the first-line responses on payroll conditions that AHL relies on every day.

Our Ideal Candidate

You will be an experienced team leader with a strong understanding of HR and payroll operations, ideally with in a government or similarly structured environment. You will combine attention to detail with the ability to communicate effectively ensuring processes run smoothly and that information is being handed over to subject matter areas for quick and correct resolution. You will be confident in using human resources information management systems such as Aurion and have the ability to provide training and communicate effectively for clear and concise information sharing. You will thrive in a fast-paced environment, balancing competing priorities without compromising quality, and you bring a collaborative, solutions-focused approach. Above all you will lead by example – fostering a culture of accuracy, service excellence and continuous improvement.

Duties

In line with APS6 work level standards, this role will:

- Lead and manage the People Branch functions to deliver high-quality, timely, and accurate HR and payroll services within agreed parameters and service standards.
- Apply knowledge to plan, prioritise, and manage team workflows, ensuring effective ticket management and resolution of payroll related enquiries.
- Oversee the processing and validation of payroll transactions, including:
 - Uploading variations into Aurion
 - Terminations and exit processing
 - Leave portability checks and other leave entitlements
 - Parental leave calculations and validation from Aurion
 - Insurance statement services
 - Coordination and transfer of personnel files with other government agencies
 - Complex final monies calculations
 - Complex long service leave calculations
- Provide payroll-related system training and guidance to staff on Aurion functions, including completing timesheets, submitting leave forms, and raising payroll forms.
- Monitor data integrity in Aurion relating to pays.
- Track and analyse common queries, working with subject matter expert areas to develop clear and consistent Tier One responses.

- Draft accurate, professional correspondence and manage warm handovers to specialist areas where appropriate.
- Provide advice, coaching, and support to team members to build capability and ensure performance standards are met.
- Contribute to process improvements and change initiatives to enhance HR and payroll service delivery.
- 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:

At least 3 years of Human Resources (HR) experience, with experience in payroll.

Desirable:

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 current Resume and completed Application Form to 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 listed within the Position Description.

Please include your name and the job reference ([VN-0765963](#)) 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

Our purpose is to provide culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Across our network of hostels, dedicated AHL staff provide accommodation and meals for residents in a culturally safe and supportive environment. We have a strong network of relationships with other organisations, including First Nations organisations. This network both refers residents to AHL and works alongside AHL to support residents to meet their needs. We are proud to be one of the largest employers of First Nations people in the Australian Public

Service, First Nations employees make up over 40% of our workforce. Working with us will provide you with a chance to contribute to improving the quality of life and economic opportunities for First Nations people.

To Apply

Position Contact	Kyle Wilson, 02 6212 2045
Agency Recruitment Site	https://www.ahl.gov.au/work

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Prime Minister and Cabinet

Vacancy VN-0765779

National Indigenous Australians Agency

Closing Date:Sunday 18 January 2026

Office of the Registrar of Indigenous Corporations (ORIC)
Regional Operations Regional

Job Title	Regional Officers, Office of the Registrar of Indigenous Corporations (ORIC)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Darwin NT, Woden ACT
Salary	\$88,887 - \$110,483
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	The NIAA has a range of flexible working arrangements available to its employees under the Enterprise Agreement
Classification	APS Level 5;APS Level 6
Position Number	NIAA/2025/173
Agency Website	https://www.niaa.gov.au/

Job Description

<https://niaa.nga.net.au/?jati=B7A85421-A6C3-ED01-022A-E4796859214A>

We are seeking applications from individuals to fill current vacancies and expected future vacancies.

In the role of Regional Officer, you will have responsibility for supporting the delivery of a range of services to Aboriginal and Torres Strait Islander Corporations registered under the CATSI Act.

You will be involved in meaningful work focused on:

- assisting Indigenous organisations to register under the CATSI Act including creating their own governance framework and rule book to meet their corporate purpose
- helping corporations to meet the requirements under the Act by supporting them to understand and comply with the Act and their own unique rule book
- supporting corporations with their governance meetings and reporting obligations
- supporting delivery of corporate governance training
- managing complaints and disputes and assisting corporations to resolve matters through good governance
- managing activities such as registration, reporting and call centre operations. Your day will entail variety - working with some of the largest and most impactful Indigenous corporations, small start-up corporations and those requiring assistance to realise their aspirations.

This opportunity is for those that can see the value their role plays in strong and successful Aboriginal and Torres Strait Islander Corporations that are making positive impacts for Indigenous Australians.

Duties

Our ideal candidates are motivated, agile, resilient, and eager to learn. We are looking for people who:

- enjoy being part of an agile small team
- have demonstrated leadership skills
- have strong verbal and written communication skills and can effectively engage with First Nations people individually and in group settings
- be confident in learning new systems and processes
- can manage competing priorities.

Our ideal candidates will have the ability to provide timely and accurate responses to enquiries and complaints, using ORIC's systems and processes.

As an APS5 you will be able to:

- have the ability to provide timely and quality responses to enquiries in writing and verbally to Indigenous corporations regarding matters under the CATSI Act
- interpret the CATSI Act (or ability to require these skills) to ensure corporations are complying with the legislation, policy and regulatory framework
- have the ability to learn and adhere to ORIC's processes and systems
- provide advice to Indigenous corporations regarding complex matters under the CATSI Act
- identify opportunities to build corporation capability in relation to governance and operational matters
- have the ability to deliver corporate governance and other specialist training to assist Indigenous corporations with targeted governance issues and be comfortable facilitating, observing and/or chairing meetings, representing ORIC in external forums, and promoting the role of the Registrar and the benefits of the CATSI Act.

As an APS6, as well as the above, you will also be able to:

- develop and audit quality assurance and governance procedures, practices and frameworks
- assist and deliver training and manage complex reports of concern
- supervise staff.

Key to your success will be your ability to work collaboratively, forming positive relationships with key stakeholders, communities and corporations to identify the needs and strategies for improving the governance, compliance and sustainability of Aboriginal and Torres Strait Islander Corporations in the region.

This position may require travel, possibly to remote locations, and maybe at short notice.

Eligibility

- To be eligible for this position you must be an Australian Citizen.
- Occupants must be able to obtain and maintain a Baseline level security clearance, or hold a current security clearance of an appropriate level.
- Successful candidates will be required to be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

Notes

Ongoing & Non-ongoing (for an initial period of up to 12 months).

These roles are being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

Where a non-ongoing specified term is offered, this would be for an initial period of up to 12 months, with possibility of extension up to a maximum period of two years.

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

The National Indigenous Australians Agency (NIAA) has a range of flexible working arrangements available to its employees under the Enterprise Agreement and relevant policies and guidance materials. Working arrangements can be negotiated with successful candidates on a case-by-case basis, taking into consideration the operational requirements of the role and the individual's personal circumstances and preferences.

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

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

The National Indigenous Australians Agency (NIAA) works directly to, and supports the Minister for Indigenous Australians, to implement whole-of-government policies and programs to improve the lives of all Aboriginal and Torres Strait Islander peoples. This includes liaising closely with State and Territory governments, Indigenous peak bodies, stakeholders, and service providers to ensure that Indigenous programs and services are delivering for Aboriginal and Torres Strait Islander peoples as intended. The NIAA team includes people across Australia who work closely with communities to address their unique needs.

To Apply

Position Contact	Anne Lewis, 02 6150 6205
Agency Recruitment Site	https://niaa.nga.net.au/?jati=B7A85421-A6C3-ED01-022A-E4796859214A

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

National Indigenous Australians Agency

Closing Date: Sunday 25 January 2026

Policy & Programs

Job Title	Deputy Chief Executive Officer - Affirmative Measure Indigenous
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Canberra ACT
Salary	\$413,775 - \$467,567
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 3
Position Number	NIAA/2025/SES/182 (AMI)
Agency Website	https://www.niaa.gov.au/

Job Description

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

The NIAA is looking for an established senior leader with well-developed organisational and influencing skills to join our Executive as an SES Band 3, Deputy Chief Executive Officer (DCEO), in the Policy and Programs portfolio. The DCEO Policy and Programs leads, influences and invests in social, cultural and economic policies and programs that contribute to improving the wellbeing and economic aspirations of First Nations people. It also develops strategies to deliver on the Australian Government's priorities for First Nations people.

As a senior leader, you will provide strategic direction and authoritative advice to shape and deliver Government priorities for Aboriginal and Torres Strait Islander peoples through the Policy and Programs portfolio. You will drive the development of innovative, evidence-based policies and programs that achieve sustainable outcomes for First Nations communities, particularly in regional and remote Australia. This includes leading national reforms in partnership with jurisdictions, such as remote employment, Indigenous Rangers, land issues, housing, and community safety, while fostering co-design approaches that empower communities and respond to local needs. You will influence whole-of-government agendas, build strong relationships across sectors, and ensure the Agency's work is aligned with broader social and economic objectives, delivering impact at scale through collaboration and high-quality leadership.

The DCEO reports directly to the CEO and has oversight of 4 groups with staff located across Australia, including metropolitan, regional and remote areas.

We have an ambitious reform agenda ahead of us, so if you are someone that wants to leave your mark on the public service and be able to contribute to outcomes that have lasting impacts for the Australian people, the NIAA is the place for you.

In addition to filling an immediate vacancy in the Policy and Programs portfolio, a merit pool may be established from this selection process, where applicants in the merit pool may be considered for similar opportunities that arise within 18 months from the date of advertising.

Canberra is the preferred location for the role, noting that there is an expectation of regular travel throughout Australia. An alternative base location may be negotiated with the successful candidate.

Duties

You will be a dynamic and energetic leader with excellent influencing and negotiation skills, with an established record working at senior levels on complex policy and program design. As the role involves high-level senior stakeholder interactions, including with First Nations communities, our ideal candidate will have demonstrated skills in communicating with technical and general audiences, be adept at engaging with senior public and private sector stakeholders, and be able to build and sustain relationships in a complex environment showing high levels of cultural competency.

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

You will have the capability to lead a widely distributed team within a fast paced, challenging and evolving environment to deliver on a reform agenda that requires an understanding of the opportunities and challenges affecting First Nations peoples. You will have a high-level ability to communicate effectively with Aboriginal and Torres Strait Islander peoples and communities.

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

The Secretaries' Charter of Leadership Behaviours sets out the behaviours expected from SES across the APS and apply to senior leadership at the NIAA. The behaviours build on the Integrated Leadership System and APS Leadership Capability Framework. You will demonstrate stewardship by ensuring high performance and sustainability of the Australian Public Service, harnessing experience, diversity and resources to deliver common objectives.

As part of your application, you should consider how you can live up to these behaviours in relevance to the role:

- Be Dynamic
- Be Respectful
- Have Integrity
- Value others
- Empower people

Eligibility

You'll need to be an Australian Citizen to work for NIAA.

You'll need to agree to pre-employment screening checks to work for NIAA. This role also requires a Negative Vetting Level 2 Security clearance. We may also conduct further integrity checks during the course of your employment.

Notes

Ongoing & Non-ongoing (for an initial period of up to 12 months).

These roles are being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

Where a non-ongoing specified term is offered, this would be for an initial period of up to 12 months, with possibility of extension up to a maximum period of two years.

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

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.

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

About the National Indigenous Australians Agency

The National Indigenous Australians Agency (NIAA) works directly to, and supports the Minister for Indigenous Australians, to implement whole-of-government policies and programs to improve the lives of all Aboriginal and Torres Strait Islander peoples. This includes liaising closely with State and Territory governments, Indigenous peak bodies, stakeholders, and service providers to ensure that Indigenous programs and services are delivering for Aboriginal and Torres Strait Islander peoples as intended. The NIAA team includes people across Australia who work closely with communities to address their unique needs.

To Apply

Position Contact	Daniel Wilson, 0426 477 670
Agency Recruitment Site	https://niaa.nga.net.au/cp

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Prime Minister and Cabinet

Vacancy VN-0765978

National Indigenous Australians Agency

Closing Date:Sunday 25 January 2026

Policy & Programs

Job Title	Deputy Chief Executive Officer
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Canberra ACT
Salary	\$413,775 - \$467,567
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	Flexible
Office Arrangement Details	Flexible
Classification	Senior Executive Service Band 3
Position Number	NIAA/2025/SES/183
Agency Website	https://www.niaa.gov.au/

Job Description

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

The NIAA is looking for an established senior leader with well-developed organisational and influencing skills to join our Executive as an SES Band 3, Deputy Chief Executive Officer (DCEO), in the Policy and Programs portfolio. The DCEO Policy and Programs leads, influences and invests in social, cultural and economic policies and programs that contribute to improving the wellbeing and economic aspirations of First Nations people. It also develops strategies to deliver on the Australian Government's priorities for First Nations people.

As a senior leader, you will provide strategic direction and authoritative advice to shape and deliver Government priorities for Aboriginal and Torres Strait Islander peoples through the Policy and Programs portfolio. You will drive the development of innovative, evidence-based policies and programs that achieve sustainable outcomes for First Nations communities, particularly in regional and remote Australia. This includes leading national reforms in partnership with jurisdictions, such as remote employment, Indigenous Rangers, land issues, housing, and community safety, while fostering co-design approaches that empower communities and respond to local needs. You will influence whole-of-government agendas, build strong relationships across sectors, and ensure the Agency's work is aligned with broader social and economic objectives, delivering impact at scale through collaboration and high-quality leadership.

The DCEO reports directly to the CEO and has oversight of 4 groups with staff located across Australia, including metropolitan, regional and remote areas.

We have an ambitious reform agenda ahead of us, so if you are someone that wants to leave your mark on the public service and be able to contribute to outcomes that have lasting impacts for the Australian people, the NIAA is the place for you.

In addition to filling an immediate vacancy in the Policy and Programs portfolio, a merit pool may be established from this selection process, where applicants in the merit pool may be considered for similar opportunities that arise within 18 months from the date of advertising.

Canberra is the preferred location for the role, noting that there is an expectation of regular travel throughout Australia. An alternative base location may be negotiated with the successful candidate.

Duties

You will be a dynamic and energetic leader with excellent influencing and negotiation skills, with an established record working at senior levels on complex policy and program design. As the role involves high-level senior stakeholder interactions, including with First Nations communities, our ideal candidate will have demonstrated skills in communicating with technical and general audiences, be adept at engaging with senior public and private sector stakeholders, and be able to build and sustain relationships in a complex environment showing high levels of cultural competency.

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

You will have the capability to lead a widely distributed team within a fast paced, challenging and evolving environment to deliver on a reform agenda that requires an understanding of the opportunities and challenges affecting First Nations peoples. You will have a high-level ability to communicate effectively with Aboriginal and Torres Strait Islander peoples and communities.

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

The Secretaries' Charter of Leadership Behaviours sets out the behaviours expected from SES across the APS and apply to senior leadership at the NIAA. The behaviours build on the Integrated Leadership System and APS Leadership Capability Framework. You will demonstrate stewardship by ensuring high performance and sustainability of the Australian Public Service, harnessing experience, diversity and resources to deliver common objectives.

As part of your application, you should consider how you can live up to these behaviours in relevance to the role:

- Be Dynamic
- Be Respectful
- Have Integrity
- Value others
- Empower people

Eligibility

You'll need to be an Australian Citizen to work for NIAA.

You'll need to agree to pre-employment screening checks to work for NIAA. This role also requires a Negative Vetting Level 2 Security clearance. We may also conduct further integrity checks during the course of your employment.

Notes

Ongoing & Non-ongoing (for an initial period of up to 12 months).

These roles are being advertised as both ongoing and non-ongoing, with the employment type to be determined in negotiation with the preferred candidate and the NIAA delegate.

Where a non-ongoing specified term is offered, this would be for an initial period of up to 12 months, with possibility of extension up to a maximum period of two years.

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

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

About the National Indigenous Australians Agency

The National Indigenous Australians Agency (NIAA) works directly to, and supports the Minister for Indigenous Australians, to implement whole-of-government policies and programs to improve the lives of all Aboriginal and Torres Strait Islander peoples. This includes liaising closely with State and Territory governments, Indigenous peak bodies, stakeholders, and service providers to ensure that Indigenous programs and services are delivering for Aboriginal and Torres Strait Islander peoples as intended. The NIAA team includes people across Australia who work closely with communities to address their unique needs.

To Apply

Position Contact	Daniel Wilson, 0426 477 670
Agency Recruitment Site	https://niaa.nga.net.au/cp

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Prime Minister and Cabinet

Vacancy VN-0765995

Northern Land Council

Closing Date:Monday 12 January 2026

Job Title	Senior Contracts Compliance Officer
Job Type	Full-Time, Ongoing
Location	Darwin NT
Salary	\$102,669 - \$102,669
Future Merit Locations	Darwin
Office Arrangement	On Site
Office Arrangement Details	Onsite - Darwin NT
Classification	
Position Number	R45
Agency Website	www.nlc.org.au

Job Description

<https://jobs.nlc.org.au/job-details/query/Senior+Contracts+Compliance+Officer/in/Australia/9670094/>

- **Location:** Darwin (Commencing 2026 at our new Berrimah Office)

- **Status:** Full-time
- **Annual Salary:** \$102,669 per annum plus 15% superannuation

Support Traditional Owners by monitoring compliance on key land use agreements.

Duties

About the Role

As the Senior Contracts Compliance Officer, you will play a central role in overseeing the effective management, monitoring and administration of land use agreements across Aboriginal land and sea country within the NLC regions. Reporting to the Manager – Permits, Agreements & Compliance Team (PACT), you will ensure contracting parties meet their non-financial obligations.

Your day-to-day work will include managing agreement performance, conducting regular compliance reviews, preparing reports for senior leadership, refining contract management systems and procedures, and liaising closely with Traditional Owners, stakeholders and contracting parties. You will also contribute to the development and implementation of contract management plans, support the Permit Administration System, and escalate significant compliance issues to the Legal Team when required.

This senior position is ideal for someone who thrives on complex compliance work, values accuracy and accountability, and is committed to supporting outcomes that protect cultural values and uphold the rights of Traditional Owners.

Eligibility

About You

You are an experienced contract management professional who brings strong technical capability, sound judgement and a high level of professionalism to your work. You have experience navigating complex agreements, maintaining strong stakeholder relationships, and operating effectively within legislative and organisational frameworks

You will bring:

- Relevant tertiary qualifications such as an Advanced Diploma of Business, Contract Management, or equivalent experience
- Minimum of three (3) years practical experience in contract management or a related field
- Strong ICT capability with experience using systems such as ALTAR, CRM, TRIM, or the ability to quickly learn new platforms
- Current Northern Territory Driver's licence or ability to obtain one prior to commencement

Knowledge and understanding of the relevant legislation affecting Aboriginal land and sea management including the Aboriginal Land Rights (Northern Territory) Act 1976 (Cth.) and the Native Title Act 1993 (Cth.)

Notes

Why Join the NLC?

At the Northern Land Council, your work has real impact. As a member of the NLC team, you will contribute to ensuring that agreements relating to Aboriginal land are carried out lawfully, transparently, and in accordance with the expectations of Traditional Owners. Your role directly supports outcomes that safeguard cultural values, reinforce environmental responsibilities, and deliver meaningful benefits to Aboriginal communities across the Top End.

We offer:

- Base salary **\$102,669 + 15% superannuation**
- Salary packaging up to **\$15,900 p.a.** (+ **\$2,650 meals/accommodation**)
- District allowance: **\$2,678** (with dependents) or **\$4,884** (without)
- **Five (5) weeks** annual leave, **18 days** personal leave.

Important Dates,

The NLC's annual close-down period runs from 22 December 2025 to 4 January 2026. The Organization Will relocate to its new Berimah office in early January, with new employees commencing from 20 January 2026

How to Apply

Please submit your **CV** and a **short cover letter** outlining your interest in the role and your relevant experience.

For further information, please contact **Summer Jeffry on 089205105**

Applications close: **12 January 2025.**

About the Northern Land Council

The NLC is an independent statutory authority established under the *Aboriginal Land Rights (Northern Territory) Act 1976*. We represent Traditional Owners and Aboriginal communities across the Top End, supporting their aspirations for land, sea, and cultural management.

We are committed to equity, inclusion, and cultural safety, and we welcome applicants from all backgrounds who share these values.

Be part of work that ensures Aboriginal people can make informed decisions about resource use on their land.

Be part of our next chapter

This is an exciting time to join the NLC as we move into a new modern workplace and strengthen our capacity to deliver meaningful outcomes for Aboriginal people and communities across the Northern Territory.

About the Northern Land Council

To Apply

Position Contact	Summer Jeffry, 089205105
Agency Recruitment Site	https://jobs.nlc.org.au/job-details/query/Senior+Contracts+Compliance+Officer/in/Australia/9670094/

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Social Services

Vacancy VN-0765568

National Disability Insurance Agency

Closing Date:Friday 09 January 2026

National Operations and Performance
Technical Advice Practice Improvement TAB Advisory

Job Title	APS6 Technical Advisory (Professional Stream)
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - NSW NSW, Various locations - VIC VIC, Various locations - QLD QLD, Various locations - TAS TAS, Various locations - SA SA, Various locations - NT NT, Various locations - WA WA, Various locations - ACT ACT
Salary	\$100,215 - \$106,950
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible;Hybrid
Office Arrangement Details	Negotiable upon commencement.
Classification	APS Level 6
Position Number	3134_11/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

The Technical Advice and Practice Improvement Branch is part of the National Operations and Performance Division and is responsible for providing specialist technical, clinical and operational advice in relation to complex cases and support requests. The branch drives consistency in the application of the NDIA reasonable and necessary planning decisions and access decision-making frameworks to facilitate the achievement of Participant and Scheme Outcomes.

The APS6 Technical Advisory (Professional Stream) is required to provide detailed technical, professional, policy, operational support and advice in relation to complex problems. Where required, the role will coordinate and assist in the strategic planning, program and project management and policy development that support the NDIA's objectives to "build a world-leading National Disability Insurance Scheme".

The position has reasonable autonomy and accountability to exercise both initiative and judgment to interpret legislation and policy, in the application of practices and procedures to achieve outcomes within the functions.

Duties

Where you can add value

We are seeking individuals who are highly motivated to become part of a passionate and engaged team. You will spend your day;

- Providing Health and Allied Health clinical and technical expertise using a coaching and mentoring approach, advising on the most appropriate supports to achieve participant outcomes.
- Managing complex and sensitive conversations and situations associated with approval of funding.
- Liaising and working with stakeholders, delegates, partners and providers to ensure consistent decision making and outcome achievement
- Contributing to provision of Health and Allied Health clinical and technical expertise to inform Agency guidance and policy including practice improvements, and support future framework and decision-making processes for access, planning and specialised pathways.
- Providing high quality written and telephone advice, and record keeping

Eligibility

Enough about us, let's talk about you

Are you a passionate, person centric individual who loves taking initiative? Do you have excellent ability to think critically and consider multiple points of view?

We want to hear from you!

Alongside your excellent people skills and professional attitude, you will have:

- Demonstrated disability, hospital or aged care experience
- Demonstrated clinical experience
- Proven experience in providing high quality Health and Allied Health clinical and technical expertise at an individual and systemic level
- Proven experience providing professional leadership, mentoring and guidance to employees ensuring high quality and consistency in decision making and professional advisory practices.

- Demonstrated experience managing team-specific key deliverables

Mandatory Qualifications

This position is within the professional job stream.

To be eligible to occupy this Professional Stream position you are required to perform certain duties that the CEO decides that your skills, qualifications and experience are essential or appropriate for entry.

- Occupational Therapy
- Prosthetics and Orthotics
- Speech Pathology
- Physiotherapy
- Psychology
- Registered Nursing
- Social Work

You will need to possess relevant academic qualifications with currency of accreditation and membership with Professional Peak Bodies. All officers must be registered with the Australian Health Practitioner Regulation Agency (AHPRA) or be a member under Allied Health Professional Australia (AHPA), together with extensive professional clinical experience in health, allied health or disability sectors.

So, if you are looking for an exciting opportunity within an organisation that makes a difference in people's lives, apply now!

Notes

***General & Affirmative Measures – Disability & First Nations**

*Please note - Affirmative Measures provisions are also open for these positions. The affirmative measure positions are to improve employment opportunities for people with a disability and Aboriginal and/or Torres Strait Islander people in the Australian Public Service. They are open only to people with a disability or Aboriginal and/or Torres Strait Islander people.

While this role is ideally performed from all locations within Australia, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

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.

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.

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	Crystal O'Keefe, 03 5223 0538
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

National Disability Insurance Agency

Closing Date: Friday 09 January 2026

National Operations and Performance
Technical Advice Practice Improvement TAB Advisory

Job Title	EL1 Technical Advisory (Professional Stream)
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Various locations - QLD QLD, Various locations - NSW NSW, Various locations - ACT ACT, Various locations - VIC VIC, Various locations - WA WA, Various locations - SA SA, Various locations - TAS TAS, Various locations - NT NT
Salary	\$131,919 - \$145,229
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site; Flexible; Hybrid
Office Arrangement Details	Negotiable upon commencement.
Classification	Executive Level 1
Position Number	3214_11/25_EXT
Agency Website	https://www.ndis.gov.au

Job Description

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

A new role awaits

The Technical Advice and Practice Improvement Branch is part of the National Operations and Performance Division and is responsible for providing specialist technical, clinical and operational advice in relation to complex cases and support requests. The branch drives consistency in the application of the NDIA reasonable and necessary planning decisions and access decision-making frameworks to facilitate the achievement of Participant and Scheme Outcomes.

The EL1 Assistant Director Technical Advisory (Professional Stream) is accountable under broad direction to undertake work with a high level of complexity or sensitivity that delivers quality outcomes within the functions of the Technical Advice and Practice Improvement Branch and the National Disability Insurance Agency (NDIA).

The position is an important team leadership position within the NDIA and will have delegated authority and responsibility to resolve issues and risks across wide-ranging activities of substantial depth involving significant detail. The role is required to provide leadership, control, planning, resource management, performance management and decision making for the team membership and assigned Contractors working within the Work Area.

Duties

Where you can add value

Responsibilities of the role include but are not limited to:

- Providing support to the EL2 Director, Technical Advisory.
- Providing leadership and management of staff within reporting team
- Managing team-specific key deliverables that will include timely responses to requests, maintaining and increasing customer and stakeholder satisfaction, undertaking detailed analysis of performance against Key Performance Indicators and initiating procedural changes as required.
- Providing high quality Health and Allied Health clinical and technical expertise to a range of customers and stakeholders to achieve improved outcomes and supports for participants.
- Supporting Technical Advisors to consider creative solutions to drive participant outcomes.
- Leading consistent Advisory Branch guidance to enable NDIA delegates to make quality planning and access decisions, including handling complex and sensitive conversations and situations associated with approval of funding.
- Providing Health and Allied Health clinical and technical expertise to support Agency guidance, inform policy development, lead practice improvements, and support future frameworks and decision-making processes for access, planning and specialised pathways.
- Providing professional leadership, mentoring and guidance to the Technical Advice and Practice Improvement Branch, ensuring high quality and consistency in decision making and professional advisory practices.

Eligibility

Enough about us, let's talk about you

Mandatory qualifications

This position is within the professional job stream. To be eligible to occupy this Professional Stream position you are required to perform certain duties that the CEO decides that your skills, qualifications and experience are essential or appropriate for entry.

The officer must possess relevant academic qualifications with currency of practice, accreditation and membership with Professional Peak Bodies. All officers must be registered with the Australian Health Practitioner Regulation Agency (AHPRA) or be a member under Allied Health Professional Australia (AHPA), together with extensive professional clinical experience in health, allied health or disability sectors

Desirable skills, experience and qualifications

Skills required include:

- Strong written and verbal communication skills to interact with internal and external stakeholders.
- Demonstrated critical thinking and decision-making abilities.
- Ability to work collaboratively with team members both within and external to the Branch, provide guidance to junior staff, and build positive relationships with stakeholders.
- Flexibility to adapt to changing priorities and work environments, and to support various functions as needed.
- Efficient time management skills under pressure.
- Ability to manage multiple tasks, prioritise effectively, and maintain a high level of accuracy and attention to detail.
- Ability to handle sensitive information with the utmost discretion and maintain confidentiality at all times.
- Competence in using office software (e.g., Microsoft Office Suite) and other relevant tools for scheduling, document preparation, and communication.

Desirable experience include:

- Demonstrated disability, hospital or aged care experience
- Demonstrated clinical experience
- Proven experience in providing high quality Health and Allied Health clinical and technical expertise at an individual and systemic level
- Proven experience providing professional leadership, mentoring and guidance to employees ensuring high quality and consistency in decision making and professional advisory practices.
- Demonstrated experience managing team-specific key deliverables

Notes

***General & Affirmative Measures – Disability & First Nations**

*Please note - Affirmative Measures provisions are also open for these positions. The affirmative measure positions are to improve employment opportunities for people with a disability and Aboriginal and/or Torres Strait Islander people in the Australian Public Service. They are open only to people with a disability or Aboriginal and/or Torres Strait Islander people.

While this role is ideally performed from all locations within Australia, remote working arrangements may be considered. We intend to fill this role in an ongoing capacity, however non-ongoing roles up to 12 months with the possibility of extension up to 2 years may be offered.

Successful candidates will be required to undergo a pre-employment National Police History check, Worker Screening check and/or Working with Children Check (where required) and provide evidence of Australian Citizenship.

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.

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.

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	Crystal O’Keefe, 03 5223 0538
Agency Recruitment Site	https://www.ndis.gov.au/about-us/careers-ndia

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Veterans’ Affairs (part of the Defence Portfolio)

Vacancy VN-0765889

Department of Veterans' Affairs

Closing Date:Sunday 01 February 2026

Various
Various

Job Title	APS4 Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT
Salary	\$82,795 - \$88,307
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Due to operational needs most EA roles are full time office-based roles.
Classification	APS Level 4
Position Number	EXT-2025-0310
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

An APS4 Executive Assistant (EA) in the Department of Veterans' Affairs may be located in any of the national offices across Australia. The EA may be required to report to two Assistant Secretary (AS) SES Band 1 Officers. The successful applicant will work under their AS's general direction and be responsible for the delivery of timely, efficient and effective high-level administration and executive support. The EA will manage front-of-office functions in a high-volume environment, including managing diaries, appointments, organising meetings, workflow, and correspondence, collating documentation and coordinating travel.

Due to operational needs most EA roles are full time office-based roles.

Duties

To be successful in this role you will possess strong written and oral communication skills and the ability to build and sustain productive working relationships. You will be organised, adaptable to change and possess the ability to prioritise, multi-task and display a high level of accuracy and attention to detail. You will work collaboratively with others and demonstrate an ability to achieve results and perform additional duties or functions as directed from time to time.

Please see the Candidate Information Pack for a complete list of the duties of the role.

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 DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

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.

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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 Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	DVA.Recruitment@dva.gov.au, DVA.Recruitment@dva.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0765890

Department of Veterans' Affairs

Closing Date: Sunday 01 February 2026

Various
Various

Job Title	APS5 Executive Assistant
Job Type	Full-Time, Ongoing;Non-Ongoing
Location	Various locations - ACT ACT, Various locations - NSW NSW, Various locations - QLD QLD, Various locations - VIC VIC, Various locations - TAS TAS, Various locations - SA SA, Various locations - WA WA, Various locations - NT NT
Salary	\$92,302 - \$96,191
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site;Flexible
Office Arrangement Details	Due to operational needs most EA roles are full time office-based roles.
Classification	APS Level 5
Position Number	EXT-2025-0311
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

An APS5 Executive Assistants (EA) report to a First Assistant Secretary (SESB2 FAS) or an Executive Officer (EL1 EO) and may be located in any of the national offices across Australia. The successful applicant will work under their FAS's direction and be responsible for the delivery of timely, efficient and effective high-level administration and executive support. The EA will manage front-of-office functions in a high-volume environment, including managing diaries, appointments, organising meetings, workflow, and correspondence, collating documentation, secretariat functions to the Division boards and committees, simple accounts reconciliation and arranging all travel bookings for the FAS.

Due to operational needs most EA roles are full time office-based roles.

Duties

To be successful in this role a high level of integrity is required, with strong written and oral communication with organisational skills to manage competing priorities for the successful delivery of divisional objectives.

You will exercise sound judgement, a high degree of initiative and discretion in dealing with confidential and sensitive business matters.

You will be organised, adaptable to change in an ever fluctuating environment and possess the ability to prioritise and multi-task, displaying a high level of accuracy and attention to detail.

You will work collaboratively with others, possessing strong stakeholder management skills and the ability to build productive working relationships to achieve results in a busy, fast paced environment.

Due to operational requirements, most EA roles are full time office-based roles.

Please see the Candidate Information Pack for a complete list of the duties of the role.

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 DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

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.

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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 Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	DVA.Recruitment@dva.gov.au, DVA.Recruitment@dva.gov.au
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

- 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

Veterans' Affairs (part of the Defence Portfolio)

Vacancy VN-0765894

Department of Veterans' Affairs

Closing Date: Thursday 15 January 2026

Veteran Experience and Transition
Transition

Job Title	Veteran Support Officer
Job Type	Full-Time, Ongoing; Non-Ongoing
Location	Albury NSW, Wodonga VIC, Wagga Wagga NSW
Salary	\$92,302 - \$96,191
Future Merit Locations	Various locations - ACT, Various locations - NSW, Various locations - VIC, Various locations - WA, Various locations - QLD, Various locations - TAS, Various locations - NT, Various locations - SA
Office Arrangement	On Site
Office Arrangement Details	The employee will be expected to work in the office or Defence bases, industry employers, ESOs and regional communities of identified need.
Classification	APS Level 5
Position Number	EXT-2025-0309
Agency Website	https://www.dva.gov.au/about-us/careers/jobs

Job Description

<https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home>

The Transition Branch incorporates Transition Policy, Employment Programs and the Veteran Support Office. The Branch focus is supporting veterans and their families with contemporary transition supports from DVA. The Veteran Support Office works to a nationally consistent service delivery mode educating and assisting veterans with access to transition supports.

The Veteran Support Office is seeking a Veteran Support Officer – Operations, who will work as part of a national Veteran Support Officer (VSO) team. All positions carry with them the responsibility for ensuring that the reputation of DVA within the wider community remains of good standing, as it is likely to be the first direct contact that a member and their family have with the

Department. VSOs will work with Team Leaders, often in an autonomous manner, to complete directed tasks and ensure that DVA's business targets are met. In this they work closely with other external support elements to assist with progressing a member's DVA business, as well as processing areas within DVA. All VSOs must have the ability and commit to working from various outreach sites to achieve operational service delivery requirements.

The VSO role forms an integral part of a team with establishment and functioning of embedded DVA services on military bases. This presence acts as a hub for DVA VSOs to work from, delivering a high level of personalised service relating to accessing DVA supports and services, information briefings and updates to the veteran community including current and former members of the Australian Defence Force (ADF), their families and representatives of Ex-Service Organisations (ESOs). The VSO will also work as part of a team to provide outreach services to a variety of locations inclusive of Defence bases, industry employers, ESOs and regional communities of identified need.

Duties

- Provide high-quality, personalised service to current and former veterans of the ADF in line with the DVA Cultural Vision and national VSO Policies, Procedures and Key Performance Indicators as implemented
- Provide advice and interpretation, including in writing, on complex aspects of legislation to clients and colleagues
- Develop strong partnerships with key stakeholders including Command elements, ADF Rehabilitation Program (ADFRP), Veteran Employment Industry and ESOs to enhance service delivery to the veteran community
- Work closely with relevant areas of Defence, including the Joint Transition Authority, to support the delivery of services and activities which may be accessed/considered during the relevant stages of transition;
- Perform representational and outreach activities, including presentations to ADF seminars, veteran advocate training sessions, etc., as required
- Assist with the development and maintenance of a VSO national training continuum for all new and incumbent VSO staff, ensuring that service delivery to veterans and their families remains consistent and contemporary
- Assist with the review and update of internal operating instructions and procedures used by VSOs in day-to-day business
- Design and review presentations to support ADF members, including internal content to maintain and upskill VSOs to provide a contemporary service to ADF members. It also includes designing and reviewing external content that is visible to veterans and their families
- Provide support to the continuous improvement/quality assurance process through training and feedback to staff
- Manage Defence Notifications functions provided to DVA by Defence, identifying vulnerable clients and assisting with next steps of support by way of expediting initial liability claims and/or onward referral to VSOs for face-to-face support
- Demonstrate an understanding of matters relevant to DVA services and entitlements in line with the government's focus on transitioning members, particularly those transitioning from the ADF involuntarily
- Work closely with the national VSO team and relevant areas of DVA and the Defence community, to support the delivery of services for veterans
- Provide early identification of persons at risk or with high needs for referral support to DVA's Client Support Program.

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 DVA offered employment will be required to successfully undergo a pre-engagement screening check, even if they have a security clearance. The screening check is conducted in accordance with the Australian Government Protective Security Policy Framework requirements.
- The successful candidate will be required obtain and maintain a Baseline Vetting (AGSVA) security clearance.

Mandatory

- Capacity to travel and ability to undertake overnight travel and work after hours and on weekends (if required).
- Applicants must be willing to work on Defence bases and/or Veterans' and Families' Hubs.
- A current Australian driver's licence.

Notes

This recruitment process is being used to fill ongoing and/or non-ongoing position/s. For more information about the role, please see the Candidate Information Pack.

Where a non-ongoing position is offered, the role will be filled for an initial specified term of up to 23 months.

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.

DVA embraces and fosters a culture that supports diversity, inclusion and respect, where people are empowered to fulfil their potential. We welcome people with diverse skills, experiences, perspectives and backgrounds. We are dedicated and committed to attracting and recruiting Aboriginal and Torres Strait Islander peoples and encourage applications from people with disability, people that identify as LGBTQIA+ and people from culturally and linguistically diverse backgrounds. Take on a rewarding, varied, and broad career with an Australian Public Service Department that can bring balance and flexibility to your working life, while supporting you to stay connected to your community.

DVA is committed to improving the data skills and capability of our workforce to underpin our goal of becoming a leading data-driven organisation.

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 Veterans' Affairs

The Department of Veterans' Affairs (DVA) exists to fulfil the nation's duty to support our serving and ex-serving Australian Defence Force members and their families. We do this through programs of care, compensation, commemoration, income and Defence support services. Our aim is to enhance self-sufficiency, quality of life, financial wellbeing and community recognition for those we support. DVA is both a policy and service delivery agency. We have strong relationships with Australian ex-service organisations, Federal and State Government agencies and the veteran community. DVA's vision is to honour veterans, and empower them and their families to continue life after service, within a society that understands and values their military service and their ongoing contribution to the community.

To Apply

Position Contact	Anthony Fuster, 0476 286 576
Agency Recruitment Site	https://dvajobs.nga.net.au/cp/index.cfm?event=jobs.home

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Climate Change, Energy, the Environment and Water

Vacancy VN-0765996

Department of Climate Change, Energy, the Environment and Water (DCCEEW)

Closing Date:Thursday 01 January 2026

Environmental Permitting and Compliance
Wildlife Trade and Regulatory Capability Data and Knowledge Management

Job Title	Assistant Director
Job Type	Full-Time;Part-Time, Ongoing
Location	Melbourne VIC, Adelaide SA, Brisbane QLD, Canberra ACT, Darwin NT, Hobart TAS, Perth WA, Sydney NSW
Salary	\$124,861 - \$134,295
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	Working from home some days each week and this may be negotiated. The employee will need to work in the office/onsite regularly.
Classification	Executive Level 1
Position Number	2025/885
Agency Website	https://www.dcceew.gov.au/

Job Description <https://dcceewjobs.nga.net.au/?jati=E8293117-6B4D-398A-4793-E47B0C1E6BBF>

The Environmental Permitting and Compliance Division (EPCD) plays a pivotal role in protecting and sustainably managing our land, water, air, and wildlife for the benefit of the Australian and international community. The division oversees regulatory schemes integral to environmental protection, including international wildlife trade, air quality, contaminated sites, waste management, and sea dumping. EPCD also provides a centralised compliance and enforcement capability, working with business, industry, government and the community to improve compliance with national environmental laws. The division focusses on serious non-compliance and also monitors compliance with the conditions of project approvals granted under the Environment Protection and Biodiversity Conservation Act 1999.

The Wildlife Trade and Regulatory Capability Branch provides regulatory decision making for wildlife trade matters under the EPBC Act, and performs strategy, planning, support and regulatory uplift for the divisions full regulatory functions.

The Data and Knowledge management section is responsible for Data strategy, case reporting, data integrity, and data analysis. We currently administer the Compliance and Enforcement case management system, associated systems and provide training for officers to use systems and improve data analytics capability.

Duties

The Assistant Director, Data and Knowledge Management, leads the development and delivery of data systems and reporting solutions to support regulatory compliance and intelligence functions. The role manages business analysis activities, oversees technical projects, and ensures governance standards are met. It requires strong stakeholder engagement, strategic planning, and the ability to translate complex requirements into practical solutions that enhance operational efficiency and compliance outcomes.

Desirable qualifications

- System administration experience, business analyst qualifications and/or familiarity with PowerBI.

For detailed information about the job-specific capabilities for this role, please view the Job Description which can be downloaded from our website - the **Apply Now** link will take you there.

Eligibility

Citizenship - to be eligible for employment with the Department of Climate Change, Energy, the Environment and Water you must be an Australian citizen.

Security Clearance - this position requires a **Baseline Vetting** security clearance. You will be required to obtain and maintain a clearance at this level.

Pre-employment checks - your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period.

Notes

We currently have one vacancy available for immediate filling in any of the locations listed above. A merit pool for filling the same or similar position in any Australian location may be established at the conclusion of this selection process.

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

About the Department of Climate Change, Energy, the Environment and Water (DCCEEW)

To Apply

Position Contact	Peter Hughes, 0439 170 289
Agency Recruitment Site	https://dcceewjobs.nga.net.au/?jati=E8293117-6B4D-398A-4793-E47B0C1E6BBF

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Employment and Workplace Relations

Vacancy VN-0764736

Comcare

Closing Date:Friday 25 December 2026

Comcare

Job Title	Claims Management Temporary Employment Register
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT, Melbourne VIC
Salary	-
Future Merit Locations	Canberra, Melbourne
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and can be negotiated with the business area
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6
Position Number	Multiple
Agency Website	

Join a purpose driven organisation making a real impact on workplace health and safety across Australia.

Who we are

Comcare is the national authority for work health and safety and workers' compensation. We promote the health benefits of good work and contribute to a safer, fairer, and more productive Australia. Our work spans:

- Regulation of workplace health and safety.
- Management of workers' compensation schemes.
- Support for recovery and return to work.
- Engagement with employers and employees to foster better practices.
- We are a values driven organisation committed to diversity, inclusion, and continuous improvement.

What we offer

- Be part of something bigger, contribute to safer workplaces nationwide.
- Competitive pay and generous leave entitlements.
- Flexible work options and wellness programs.
- Ongoing learning and development opportunities.
- Supportive, inclusive and collaborative culture.

Duties

About the Claims Management Group

The Claims Management Group is responsible for delivering Comcare's claims management services, supporting individuals through challenging periods in their lives. Our work is both rewarding and impactful. We assist people in their recovery and return to work, making a meaningful difference to their wellbeing, their employers, and the broader community.

Diverse positions within Claims Management

Claims Management offers a variety of positions across multiple disciplines, including:

- Operational such as Claims Managers and supporting, working directly with claimants and performing administrative and case management tasks.
- Governance, project management and strategic support.
- Data, analytics and financial.
- Contract management, procurement and administrative.

Positions may involve a mix of operational and administrative tasks, with duties determined by the classification level and specific role requirements. Positions are offered for varying periods of up to 18 months, based on operational needs.

Eligibility

To be eligible for temporary employment at Comcare, applicants must meet the following criteria:

1. Be an Australian citizen or going to be granted Australian citizenship before commencement. You will be asked to provide evidence.
2. Successfully undergo a character clearance (Australian Criminal History Check).
3. May be required to undergo a medical examination conducted by the agencies preferred medical supplier.
4. Be willing and eligible to obtain and maintain a security clearance to the appropriate level if applicable to the position.
5. Be able to provide proof of qualifications if applicable to the position.

Notes

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

About the Comcare

Comcare is the national authority for work health and safety, and workers' compensation. We are a government regulator, workers' compensation insurer, claims manager and scheme administrator. Through our role, we work with employees and other workers, employers, service providers and other organisations to: - minimise the impact of harm in the workplace - improve recovery at work and return to work - promote the health benefits of good work. We collaborate and partner with other schemes and organisations on research and innovative projects that improve outcomes. We also provide expert advice and services to the Safety, Rehabilitation and Compensation Commission (SRCC), and Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority).

To Apply

Position Contact	Recruitment Team, 1300366979
Agency Recruitment Site	https://www.comcare.gov.au/careers/current_vacancies

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Employment and Workplace Relations

Vacancy VN-0764741

Comcare

Closing Date:Thursday 24 December 2026

Comcare

Job Title	General Temporary Employment Register
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT, Sydney NSW, Newcastle NSW, Melbourne VIC, Launceston TAS, Darwin NT, Perth WA, Adelaide SA, Brisbane QLD
Salary	-
Future Merit Locations	Canberra, Sydney, Newcastle, Melbourne, Launceston, Darwin, Perth, Adelaide, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and can be negotiated with the business area
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6
Position Number	Multiple
Agency Website	

Job Description

https://www.comcare.gov.au/careers/current_vacancies

Join a purpose driven organisation making a real impact on workplace health and safety across Australia.

Who we are

Comcare is the national authority for work health and safety and workers' compensation. We promote the health benefits of good work and contribute to a safer, fairer, and more productive Australia. Our work spans:

- Regulation of workplace health and safety.
- Management of workers' compensation schemes.
- Support for recovery and return to work.
- Engagement with employers and employees to foster better practices.
- We are a values driven organisation committed to diversity, inclusion, and continuous improvement.

What we offer

- Be part of something bigger, contribute to safer workplaces nationwide.
- Competitive pay and generous leave entitlements.
- Flexible work options and wellness programs.
- Ongoing learning and development opportunities.
- Supportive, inclusive and collaborative culture.

Duties

Comcare is seeking motivated, adaptable individuals with a wide range of expertise and transferable skills to contribute to our mission of promoting safe, healthy and productive workplaces across Australia. If you're passionate about making a difference and thrive in a collaborative environment, we encourage you to express your interest.

We are committed to fostering a flexible, inclusive and respectful workplace that reflects the diversity of the Australian community. We welcome applications from:

- Aboriginal and Torres Strait Islander peoples.
- People with disability.
- LGBTIQ+ individuals.
- People from culturally and linguistically diverse backgrounds.
- Mature age candidates.

As opportunities arise, suitable applicants may be contacted to assess their availability and fit for specific roles.

Eligibility

To be eligible for temporary employment at Comcare, applicants must meet the following criteria:

1. Be an Australian citizen or going to be granted Australian citizenship before commencement. You will be asked to provide evidence.
2. Successfully undergo a character clearance (Australian Criminal History Check).
3. May be required to undergo a medical examination conducted by the agencies preferred medical supplier.
4. Be willing and eligible to obtain and maintain a security clearance to the appropriate level if applicable to the position.
5. Be able to provide proof of qualifications if applicable to the position.

Notes

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

About the Comcare

Comcare is the national authority for work health and safety, and workers' compensation. We are a government regulator, workers' compensation insurer, claims manager and scheme administrator. Through our role, we work with employees and other workers, employers, service providers and other organisations to: - minimise the impact of harm in the workplace - improve recovery at work and return to work - promote the health benefits of good work. We collaborate and partner with other schemes and organisations on research and innovative projects that improve outcomes. We also provide expert advice and services to the Safety, Rehabilitation and Compensation Commission (SRCC), and Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority).

To Apply

Position Contact	Recruitment Team, 1300366979
Agency Recruitment Site	https://www.comcare.gov.au/careers/current_vacancies

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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

Comcare

Closing Date: Thursday 24 December 2026

Comcare

Job Title	Executive Level Temporary Employment Register
Job Type	Full-Time;Part-Time, Non-Ongoing
Location	Canberra ACT, Sydney NSW, Newcastle NSW, Melbourne VIC, Launceston TAS, Darwin NT, Adelaide SA, Perth WA, Brisbane QLD
Salary	-
Future Merit Locations	Canberra, Sydney, Newcastle, Melbourne, Launceston, Darwin, Adelaide, Perth, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and can be negotiated with the business area
Classification	Executive Level 1;Executive Level 2
Position Number	Multiple
Agency Website	

Job Description

https://www.comcare.gov.au/careers/current_vacancies

Join a purpose driven organisation making a real impact on workplace health and safety across Australia.

Who we are

Comcare is the national authority for work health and safety and workers' compensation. We promote the health benefits of good work and contribute to a safer, fairer, and more productive Australia. Our work spans:

- Regulation of workplace health and safety.
- Management of workers' compensation schemes.
- Support for recovery and return to work.

- Engagement with employers and employees to foster better practices.
- We are a values driven organisation committed to diversity, inclusion, and continuous improvement.

What we offer

- Be part of something bigger, contribute to safer workplaces nationwide.
- Competitive pay and generous leave entitlements.
- Flexible work options and wellness programs.
- Ongoing learning and development opportunities.
- Supportive, inclusive and collaborative culture.

Duties

Who we are looking for

Comcare is seeking motivated, adaptable individuals with a wide range of expertise and transferable skills to contribute to our mission of promoting safe, healthy and productive workplaces across Australia. If you're passionate about making a difference and thrive in a collaborative environment, we encourage you to express your interest.

We are committed to fostering a flexible, inclusive and respectful workplace that reflects the diversity of the Australian community. We welcome applications from:

- Aboriginal and Torres Strait Islander peoples.
- People with disability.
- LGBTIQ+ individuals.
- People from culturally and linguistically diverse backgrounds.
- Mature age candidates.

As opportunities arise, suitable applicants may be contacted to assess their availability and fit for specific positions.

Eligibility

To be eligible for temporary employment at Comcare, applicants must meet the following criteria:

1. Be an Australian citizen or going to be granted Australian citizenship before commencement. You will be asked to provide evidence.
2. Successfully undergo a character clearance (Australian Criminal History Check).

3.

May be required to undergo a medical examination conducted by the agencies preferred medical supplier.
4.

Be willing and eligible to obtain and maintain a security clearance to the appropriate level if applicable to the position.
5.

Be able to provide proof of qualifications if applicable to the position.

Notes

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

About the Comcare

Comcare is the national authority for work health and safety, and workers' compensation. We are a government regulator, workers' compensation insurer, claims manager and scheme administrator. Through our role, we work with employees and other workers, employers, service providers and other organisations to: - minimise the impact of harm in the workplace - improve recovery at work and return to work - promote the health benefits of good work. We collaborate and partner with other schemes and organisations on research and innovative projects that improve outcomes. We also provide expert advice and services to the Safety, Rehabilitation and Compensation Commission (SRCC), and Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority).

To Apply

Position Contact	Recruitment Team, 1300366979
Agency Recruitment Site	https://www.comcare.gov.au/careers/current_vacancies

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

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

Employment and Workplace Relations

Vacancy VN-0764755

Comcare

Closing Date:Thursday 24 December 2026

Comcare

Job Title	s26 Transfer, Temporary and/or Permanent Employment Register
Job Type	Full-Time;Part-Time, Ongoing;Non-Ongoing
Location	Adelaide SA, Canberra ACT, Sydney NSW, Newcastle NSW, Melbourne VIC, Launceston TAS, Darwin NT, Perth WA, Brisbane QLD
Salary	-
Future Merit Locations	Adelaide, Canberra, Sydney, Newcastle, Melbourne, Launceston, Darwin, Perth, Brisbane
Office Arrangement	Hybrid
Office Arrangement Details	Hybrid working arrangements are available and can be negotiated with the business area
Classification	APS Level 2;APS Level 3;APS Level 4;APS Level 5;APS Level 6;Executive Level 1;Executive Level 2
Position Number	Multiple
Agency Website	

Job Description

https://www.comcare.gov.au/careers/current_vacancies

For Commonwealth employees only

We are inviting expressions of interest from ongoing APS/Commonwealth employees who are seeking temporary or permanent transfer opportunities to join Comcare.

Join a purpose driven organisation making a real impact on workplace health and safety across Australia.

Who we are

Comcare is the national authority for work health and safety and workers' compensation. We promote the health benefits of good work and contribute to a safer, fairer, and more productive Australia. Our work spans:

- Regulation of workplace health and safety.
- Management of workers' compensation schemes.
- Support for recovery and return to work.
- Engagement with employers and employees to foster better practices.
- We are a values driven organisation committed to diversity, inclusion, and continuous improvement.

What we offer

- Be part of something bigger, contribute to safer workplaces nationwide.
- Competitive pay and generous leave entitlements.
- Flexible work options and wellness programs.
- Ongoing learning and development opportunities.
- Supportive, inclusive and collaborative culture.

Duties

Who we are looking for

Comcare is seeking motivated, adaptable individuals with a wide range of expertise and transferable skills to contribute to our mission of promoting safe, healthy and productive workplaces across Australia. If you're passionate about making a difference and thrive in a collaborative environment, we encourage you to express your interest.

We are committed to fostering a flexible, inclusive and respectful workplace that reflects the diversity of the Australian community. We welcome applications from:

- Aboriginal and Torres Strait Islander peoples.
- People with disability.
- LGBTIQ+ individuals.
- People from culturally and linguistically diverse backgrounds.
- Mature age candidates.

As opportunities arise, suitable applicants may be contacted to assess their availability and fit for specific positions.

Eligibility

To be eligible for employment at Comcare, applicants must meet the following criteria:

1. Be an Australian citizen.
2. Be a current ongoing APS/Commonwealth employee.

3. May be required to successfully undergo a character clearance (Australian Criminal History Check).
4. May be required to undergo a medical examination conducted by the agencies preferred medical supplier.
5. Be willing and eligible to obtain and maintain a security clearance to the appropriate level if applicable to the position.
6. Be able to provide proof of qualifications if applicable to the position.

Notes

If you are not an existing ongoing APS/Commonwealth employee and you are interested in submitting an application, we encourage you to apply to our General Temporary Employment Register.

****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 Comcare

Comcare is the national authority for work health and safety, and workers' compensation. We are a government regulator, workers' compensation insurer, claims manager and scheme administrator. Through our role, we work with employees and other workers, employers, service providers and other organisations to: - minimise the impact of harm in the workplace - improve recovery at work and return to work - promote the health benefits of good work. We collaborate and partner with other schemes and organisations on research and innovative projects that improve outcomes. We also provide expert advice and services to the Safety, Rehabilitation and Compensation Commission (SRCC), and Seafarers Safety, Rehabilitation and Compensation Authority (Seacare Authority).

To Apply

Position Contact	Recruitment Team, 1300366979
Agency Recruitment Site	https://www.comcare.gov.au/careers/current_vacancies

This notice is part of the electronic Public Service Gazette PS50 Daily Gazette Thursday - 18 December 2025.pdf Published by Australian Public Service Commission.

Applicants to vacancies notified in all formats of the electronic Public Service Gazette should be aware:

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