



ACT Government Gazette

Gazetted Notices for the week beginning 31 July 2025

VACANCIES

ACT Long Service Leave Authority

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Operations Team

Client Services Team

Client Services Officer – Administrative Services Officer Class 4

\$84,901 - \$91,501 , Canberra (PN: 12934)

Gazette Date: 05 August 2025

Closing Date: 19 August 2025

Details: The Long Service Leave Authority (ACT Leave) is a Statutory Authority of the ACT Government responsible for the administration of portable long service leave benefit schemes for covered industries within the ACT.

Our vision is to make portable long service leave universally understood and recognised as an important and accepted part of the employment landscape. Our activities are determined by the Long Service Leave (Portable Schemes) Act 2009, and we are governed by a Board of Directors appointed under the legislation. ACT Leave is headed by the Chief Executive Officer and Registrar, supported by an Executive Team comprising the Deputy Registrar, Chief Operations Officer, and Chief Finance Officer.

As the Client Services Officer, you will be responsible for supporting team success. Under the direction of the Client Services Manager, you will oversee the work of the Client Services Team and ensure every client receives the best possible customer service. You will develop your leadership skills through mentoring and supporting your team members, identifying development opportunities within the team, and providing ongoing training. This combined with your expertise in understanding and applying legislation will ensure excellent results.

ACT Leave provides staff with flexible working arrangements and access to a range of roles and professional development and training opportunities tailored to their career goals and ambitions. Our values: Responsive, Reliable, Approachable, Transparent, and Informative, are at the core of our organisation. We display these values in everything we do, to deliver quality customer service outcomes, exhibit teamwork, be proactive and willing to continuously improve, be outcome focused, accountable for our actions and promote and maintain public confidence in our work.

More information about ACT Leave can be found on our website www.actleave.act.gov.au.

Note: This is a temporary position available for an initial period of up to 12 months with possibility of permanency. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applicants must submit a current curriculum vitae including details of two referees and a two-page pitch addressing why you would be 'our ideal candidate' which can be found in the Position Description.

Applications should be submitted via the Apply Now button below.

Contact Officer: Tom Tadic, Thomas.Tadic@actleave.act.gov.au, 02 6247 3900

Canberra Health Services

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Division: CHS - Chief Operating Officer

Branch: Mental Health, Justice Health and Alcohol and Drug Services

Section: Adult Inpatient Mental Health Services

Social Worker - Adult Inpatient Mental Health Services Health Professional Officer Level 2 \$89,134 - \$106,625, Canberra (PN: 45531 – 02NOM)

Gazette Date: 01 August 2025

Closing Date: 10 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role:

Justice Health Services (JHS) is a unit of the Mental Health, Justice Health, and Alcohol & Drug Services (MHJHADS) Division of Canberra Health Services. It is a contemporary evidence-based service that provides high quality health care to people involved in the criminal justice system. The service aims to provide collaborative, equitable, comprehensive holistic health care that involves the patient and other key stakeholders and services.

JHS provides primary health services and specialist health services to people in the criminal justice system in a range of settings including the courts, custodial environment and youth justice centre settings. Justice health – Primary Health provides primary, drug and alcohol, complex, and population healthcare services to people in custody and facilitates access to specialist and allied health services. Justice health services work alongside custodial mental health services who offer mental health services to custodial population.

This position is based at the Alexander Maconochie Centre, however, may be required to work across multiple health services including Bimberi Youth Justice Centre, The Canberra Hospital and 1 Moore Street, Civic.

The working hours for this position are 08:00 AM – 04:21 PM. This position is not required to wear a uniform. This position is subject to the ACT Public Service Administrative and Related Classifications Enterprise Agreement 2023-2026.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- Comply with Canberra Health Services credentialing and scope of clinical practice requirements for the Allied Health professional.
- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra

Note: This is a temporary position available for a period of six months with the possibility of extension and/or permanency.

For more information on this position and how to apply “click here”

Contact Officer: Jessica Page (02) 5124 3618 Jessica.Page@act.gov.au

Division: CHS - Chief Operating Officer

Branch: Mental Health, Justice Health and Alcohol and Drug Services

Section: Adult Inpatient Mental Health Services

Exercise Physiologist - Adult Inpatient Mental Health Services Health Professional Officer Level 2 \$89,134 - \$106,625, Canberra (PN: 48094 - 02NOL)

Gazette Date: 01 August 2025

Closing Date: 10 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.

- Onsite cafes, staff cafeteria, pharmacy and gift shop.
- Up to \$12K reimbursement of relocation expenses for interstate candidates (subject to review and approval).

About the Role:

Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides support to children, youth and adults through inpatient and outpatient settings, community health centres, justice health facilities and other community settings, including people's homes. We partner with our health care consumers, their family, carers, government, and community organisations to ensure that they receive the best possible care during their treatment and recovery.

MHJHADS services include:

- Adult Community & Older Persons Mental Health Services
- Adult Inpatient Mental Health Services (AIMHS)
- Alcohol & Drug Services (ADS)
- Child & Adolescent Mental Health Services (CAMHS)
- Justice Health Services (JHS)

The successful applicant will work across several of the MHJHADS services, including the AIMHS and ADS Withdrawal Unit.

AIMHS includes the Adult Mental Health Unit (AMHU), Ward 12B and the Mental Health Short Stay Unit (MHSSU). The AMHU is a 40-bed inpatient unit for people experiencing moderate to severe mental illness. AMHU is a contemporary evidence-based service providing high quality mental health care, guided by the principles of Recovery. The service aims to provide collaborative care involving the person, their carers, and other key services. 12B is 10–14-bedroom low dependency inpatient unit for patients with a lower risk of behavioural disturbance or vulnerability. MHSSU is a low dependency 6 bed inpatient unit in the Emergency Department for people requiring extended mental health assessment and/or treatment initiation.

The Alcohol and Drugs Services Withdrawal Unit is a team of nurses and medical specialists that provide withdrawal management from alcohol and drugs in an in-patient unit at The Canberra Hospital.

The successful applicant of the HP2 Exercise Physiologist position is responsible for conducting skilled clinical assessments and delivering individual and group-based interventions to people and facilitate group programs through the Therapeutic Group Program. They will provide individualised assessments and exercise programs to complex mental health consumers with/without chronic health conditions under limited supervision. In this role you will contribute clinical expertise to the multidisciplinary team, assist and contribute to the service development and therapy processes and support health promotion strategies within Canberra Health Services.

The successful applicant will also be required to undertake professional development and clinical supervision and participate in quality improvement initiatives. The successful applicant may also provide support supervising staff at the Health Professional 1 level, students and clinically related staff (such as Allied Health Assistants). The position will report operationally to the Allied Health Manager alongside the HP4 Clinical Lead over the program area. Discipline specific support is available through the Exercise Physiology Profession lead.

This is a full-time position working Monday to Friday.

For more information regarding the position duties click [here](#) for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- Comply with Canberra Health Services credentialing and scope of clinical practice requirements for the Allied Health professional.
- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - [Apply for or renew a WWVP registration](#) - Access Canberra

Note: This is a permanent position.

For more information on this position and how to apply "[click here](#)"

Contact Officer: Jessica Page (02) 5124 3618 Jessica.Page@act.gov.au.

**Chief Operating Officer
General Manager Canberra Hospital
Cancer and Ambulatory Support**

Registered Nurse Level 3 Grade 1 - Adolescent and Young Adult and Sarcoma Cancer Specialist Nurse – Nurse Level 3 Grade 1 – Registered \$126,196 - \$131,177, Canberra (PN: 22635 - 02NOH)

Gazette Date: 04 August 2025

Closing Date: 11 August 2025

What can we offer you:

- City living without the traffic – [click here](#) to see why you should live in Canberra.
- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city [click here](#): Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Join a dynamic and compassionate team as the Adolescent and Young Adult (AYA) and Sarcoma Cancer Specialist Nurse, where you'll play a vital role in delivering high-level, patient-centred care to young people and their families navigating cancer. This exciting role focuses on care coordination across hospital and community settings, ensuring seamless access to specialised support, education, and services. You'll be at the heart of multidisciplinary collaboration, driving communication, continuity of care, and quality improvement, while also contributing to innovative research aimed at improving outcomes. Be part of a team that truly makes a difference across every step of the cancer journey.

For more information regarding the position duties [click here](#) for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy

For more information on this position and how to apply "[click here](#)"

Contact Officer: Cheryl Rowsell Cheryl.Rowsell@act.gov.au

NCH - North Canberra Hospital

Medical & Mental Health

Registered Nurse Level 4 Grade 3 - Assistant Director of Nursing - Medicine Nurse Level 4 Grade 3 – Registered \$161,380, Canberra (PN: 7592 - 02NNA)

Gazette Date: 01 August 2025

Closing Date: 18 August 2025

What can we offer you:

- City living without the traffic – [click here](#) to see why you should live in Canberra.
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- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city [click here](#): Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

North Canberra Hospital is seeking a dynamic and experienced leader to oversee the delivery of high-quality, patient-centred care within our Medicine division. This senior nursing and operational role is responsible for the management of three general medical wards, a Medical Assessment and Planning Unit (MAPU), and the Medical Stream Nursing Education Team. You will drive strategic planning, service innovation, and clinical excellence in a fast-paced and complex environment.

With a strong focus on evidence-based practice and NSQHS compliance, you will lead multidisciplinary teams to deliver safe, effective care while meeting key performance and financial targets. Your expertise in project management, quality improvement, and stakeholder engagement will be essential as you champion change, build strong networks, and contribute to the hospital's strategic goals. This is an opportunity to shape the future of medicine at a growing health service, with a strong commitment to workforce development, diversity, and governance.

For more information regarding the position duties [click here](#) for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
 - Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- For more information on this position and how to apply “click here”
Contact Officer: Aleksandra Kujovic aleksandra.kujovic@act.gov.au

CHS - Chief Operating Officer

General Manager Canberra Hospital

Nursing & Midwifery and Patient Support Services

Registered Nurse Level 3 Grade 1 - Heart Function Clinical Nurse Consultant

Nurse Level 3 Grade 1 – Registered \$126,196 - \$131,177, Canberra (PN: 12129 - 02NP2)

Gazette Date: 04 August 2025

Closing Date: 12 August 2025

What can we offer you:

- City living without the traffic
- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
 - Flexible working conditions.
 - Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: [Benefits of working with us - Canberra Health Services \(act.gov.au\)](#)

About the Role:

Join the CHS Cardiology Service as the Heart Function Clinical Nurse Consultant (CNC) and take on a rewarding leadership role supporting heart failure patients across the ACT. This specialised service provides seamless inpatient and outpatient care for those newly diagnosed or recently hospitalised with heart failure.

As the Heart Function CNC, you'll deliver expert, holistic care—managing treatments, educating patients and families, and coordinating services to ensure continuity of care. You'll play a key role in the operational management of the service, bringing advanced clinical knowledge, strong leadership, and a drive for quality improvement and innovation.

This Monday to Friday role is based at Canberra Hospital, with care delivered across outpatient, virtual, and community settings. Be part of a team making a lasting impact on heart health in our region.

For more information regarding the position duties click here for the [Position Description](#).

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply “click here”

Contact Officer: Katie Ndeira katie.ndeira@act.gov.au

CHS - Chief Operating Officer

General Manager Canberra Hospital

Surgery

Otolaryngology Head and Neck Surgery Unaccredited Registrar

Registrar \$112,917 - \$141,084, Canberra (PN: 02884 - 02NPS)

Gazette Date: 04 August 2025

Closing Date: 10 August 2025

What can we offer you:

- City living without the traffic – click here to see why you should live in Canberra
- Competitive pay rates and excellent working conditions within a tertiary hospital
- Salary Packaging with many options that provide full fringe benefits tax concessions
- 12% Superannuation
- Visa sponsorship for eligible candidates
- Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

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About the role:

Applications are sought for a six-month contract from August 2025 to February 2026. To be eligible for this position you must be PGY4+. If you would like to apply for a position beyond the 2025 clinical year, please apply here
Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person-centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding regions. More information can be found on the CHS website.

Medical Staff in the Canberra Health Services enjoy excellent conditions, and our Enterprise Agreement is available at: ACTPS Medical Practitioners Enterprise Agreement 2021-2022

The Department of Otolaryngology Head and Neck Surgery at Canberra Health Services is a busy service supported by junior medical officers, two accredited registrar positions and one unaccredited registrar position and a team of specialist surgeons. Under the supervision of the specialist surgeons, this position will support the unit to provide on call services, both elective and non-elective surgery, outpatient clinics, emergency department reviews and inpatient care, as well as day-to-day activities as required and appropriate.

Prior to commencement, the successful candidates will be required to:

- Undergo a pre-employment National Police Check
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy

For more information regarding the position details click here for the Position Description

Note: Applications are sought for a six-month contract from August 2025 to February 2026. To be eligible for this position you must be PGY4+.

For more information on this position and how to apply “click here”

Contact Officer: Shannon Dougan Shannon.Dougan@act.gov.au

NCH - North Canberra Hospital

Medical & Mental Health

Registered Nurse Level 4 Grade 3 - Assistant Director of Nursing - Medicine

Nurse Level 4 Grade 3 – Registered \$161,380, Canberra (PN: 7592 - 02NNA)

Gazette Date: 01 August 2025

Closing Date: 18 August 2025

What can we offer you:

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With a strong focus on evidence-based practice and NSQHS compliance, you will lead multidisciplinary teams to deliver safe, effective care while meeting key performance and financial targets. Your expertise in project management, quality improvement, and stakeholder engagement will be essential as you champion change, build strong networks, and contribute to the hospital's strategic goals. This is an opportunity to shape the future of medicine at a growing health service, with a strong commitment to workforce development, diversity, and governance.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply “click here”

Contact Officer: Aleksandra Kujovic aleksandra.kujovic@act.gov.au

CHS - Chief Operating Officer
General Manager Canberra Hospital
Surgery
Otolaryngology Head and Neck Surgery Unaccredited Registrar
Registrar \$112,917 - \$141,084, Canberra (PN: 02884 - 02NPS)

Gazette Date: 04 August 2025

Closing Date: 10 August 2025

What can we offer you:

- City living without the traffic – [click here to see why you should live in Canberra](#)
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About the role:

Applications are sought for a six-month contract from August 2025 to February 2026. To be eligible for this position you must be PGY4+. If you would like to apply for a position beyond the 2025 clinical year, please apply [here](#) Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person-centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding regions. More information can be found on the CHS website.

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The Department of Otolaryngology Head and Neck Surgery at Canberra Health Services is a busy service supported by junior medical officers, two accredited registrar positions and one unaccredited registrar position and a team of specialist surgeons. Under the supervision of the specialist surgeons, this position will support the unit to provide on call services, both elective and non-elective surgery, outpatient clinics, emergency department reviews and inpatient care, as well as day-to-day activities as required and appropriate.

Prior to commencement, the successful candidates will be required to:

- Undergo a pre-employment National Police Check
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy

For more information regarding the position details [click here for the Position Description](#)

Note: Applications are sought for a six-month contract from August 2025 to February 2026. To be eligible for this position you must be PGY4+.

For more information on this position and how to apply "[click here](#)"

Contact Officer: Shannon Dougan Shannon.Dougan@act.gov.au

Chief Operating Officer
Mental Health, Justice Health and Alcohol and Drug Services
Mental Health, Justice Health and Alcohol and Drugs Services
Registered Nurse Level 2 - Alcohol and Other Drugs
Registered Nurse Level 2 \$110,733 - \$117,053, Canberra (PN: 45092-02ND8)

Gazette Date: 1 August 2025

Closing Date: 6 August 2025

What can we offer you:

City living without the traffic – [click here to see why you should live in Canberra](#).

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city [click here: Benefits of working with us - Canberra Health Services \(act.gov.au\)](#)

About the Role:

Registered Nurse – Alcohol & Other Drugs (AOD), Justice Health Services – Canberra

Ready to make a real difference in a unique clinical setting? Join Justice Health Services, part of Canberra Health Services, and help deliver evidence-based care to some of the ACT's most vulnerable populations. We're looking for a skilled and passionate RN Level 2 to join our Alcohol and Other Drugs (AOD) team, working in custodial settings like the Alexander Maconochie Centre, Bimberi Youth Justice Centre, and ACT courts.

This is your chance to play a key role in delivering harm minimisation and opioid maintenance treatment to people experiencing substance use issues. You'll work alongside a dedicated team of health professionals, providing expert clinical care and making a real impact every day.

If you're experienced, confident, and ready to lead in a dynamic environment where no two days are the same – we want to hear from you.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available six to 12 months with the possibility of extension and/or permanency.

For more information on this position and how to apply "click here"

Contact Officer: Matthew Maher 02-51245243 matthew.maher@act.gov.au

North Canberra Hospital

Surgical Division

Operating Theatres

Registered Nurse Level 1- Post Anaesthetic Care Unit

Registered Nurse Level 1 \$81,181 - \$106,712, Canberra (PN: 603646,Several-02NMU)

Gazette Date: 1 August 2025

Closing Date: 8 August 2025

What can we offer you:

City living without the traffic – click here to see why you should live in Canberra.

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Step into the fast-paced world of the Division of Surgery, where you'll play a vital role in delivering exceptional surgical care across both inpatient and outpatient services. From Surgical Bookings and Pre-Admission Clinic to Anaesthesia, Pain Management, Operating Theatres, and specialist surgical wards, you'll be part of a team dedicated to guiding patients through every stage of their surgical journey.

At North Canberra Hospital's Peri-Operative Department, you'll work within the Day Surgery Unit, Surgical Admission Lounge, seven modern Operating Theatres, and a procedure room, covering a broad range of surgical specialties. Your care will extend into the Post Anaesthetic Care Unit, where teamwork and expertise ensure patients receive the safest and most comfortable care possible.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply "click here"

Contact Officer: Joanne Davey 02-5103 6135 joanne.davey@act.gov.au

Chief Operating Officer

General Manager Canberra Hospital

Emergency Department

Administration Officer - Emergency Department

Administrative Services Officer 2/3 \$68,551 - \$82,459, Canberra (PN: 65983,Several-02NN6)

Gazette Date: 1 August 2025

Closing Date: 7 August 2025

What can we offer you:

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Access to Employee Assistance Program.

Access to discounted gym membership.

Access to onsite Physiotherapists.

Onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role:

The Division of Medicine provides a range of medical specialties. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients.

The Emergency Department at Canberra Hospital sees over 90 000 patients per annum. In such a busy department, the administrative team provides support to medical, nursing, and allied health staff.

The Administration Officer is responsible for the administrative activities within the Emergency Department such as patient registration, transfer, admission, discharging patients and the coordination of medical records whilst providing high quality customer service 24 hours a day, 7 days a week.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available for a period of 11 months with the possibility of extension and/or permanency.

For more information on this position and how to apply "click here"

Contact Officer: Sarah Ryan (02) 5124 8386 Sarah.Ryan@act.gov.au

Chief Operating Officer

General Manager Canberra Hospital

Radiation Oncology

Radiation Therapist - Cancer and Ambulatory Support

Radiation Therapist Grade 2 \$82,189 - \$111,626, Canberra (PN: 23751-02NOJ)

Gazette Date: 4 August 2025

Closing Date: 11 August 2025

What can we offer you:

Competitive pay rates and excellent working conditions within a tertiary hospital.

We're currently offering a 15% Attraction and Retention incentive. This means, on top of the advertised salary, you will earn an additional 15% for the life of the current Enterprise Agreement.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

12% Superannuation.

Access to Employee Assistance Program.

Access to discounted gym membership.

Access to onsite Physiotherapists.

Access to onsite cafes, staff cafeteria, pharmacy and gift shop.

Up to \$12K reimbursement of relocation expenses for interstate candidates (subject to review and approval).

About the Role:

Join our innovative Radiation Oncology Department where we collaborate closely with industry partners to explore cutting-edge radiation therapy systems, technology, and research opportunities.

You'll join a team of dedicated professionals committed to delivering exceptional patient care and driving innovation in cancer treatment. We nurture a culture of teamwork and continuous learning, where every voice is valued and every idea contributes to our success. Together, we celebrate achievements, support each other through challenges, and empower every member to thrive.

If you're ready to embark on a fulfilling journey that positively impacts patients' lives every day, join us and be part of something truly remarkable!

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

For more information on this position and how to apply “click here”

Contact Officer: Brett Fittler (02) 5124 2218 Brett.Fittler@act.gov.au

Chief Operating Officer

General Manager Canberra Hospital

Intensive Care Medicine, Division of Surgery

Intensive Care Medicine Post Graduate Fellow

Post Graduate Fellow \$233,710, Canberra (PN: 69113-02NOE)

Gazette Date: 4 August 2025

Closing Date: 17 August 2025

What can we offer you:

City living without the traffic – click here to see why you should live in Canberra

Competitive pay rates and excellent working conditions within a tertiary hospital

Salary Packaging with many options that provide full fringe benefits tax concessions

12% Superannuation

Visa sponsorship for eligible candidates

Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is

Australia's happiest city click here: Benefits of working with us - Canberra Health Services

About the role:

This position is for a February 2025 commencement for 12 months. To be eligible for this position you must be PGY7 by February 2025.

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person-centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT) and surrounding regions. More information can be found on the CHS website.

Medical Staff in the Canberra Health Services enjoy excellent conditions, and our Enterprise Agreement is available at: ACTPS Medical Practitioners Enterprise Agreement 2021-2022

Canberra Hospital's Intensive Care Unit (ICU) is a tertiary level, mixed adult ICU that admits over 2500 patients a year. Our ICU is accredited by the College of Intensive Care Medicine (CICM) for two years of core training and for the sub-specialities of Trauma, Cardiothoracic, and Neurosurgery.

We have a team of supportive Intensive Care specialists with a diverse range of skills and experience that provide both clinical and non-clinical support to our trainees.

We have a team of supportive Intensive Care specialists with a diverse range of skills and experience that provide both clinical and non-clinical support to our trainees.

Our ICU has accreditation by the College of Intensive Care Medicine (CICM) for two years of general training including neuro-, cardio- and trauma ICU. We have a strong educational focus as well as a well-established research program providing opportunities to participate in multi-centre national and international trials as well as home grown research.

The post graduate fellow position at Canberra Hospital ICU will support candidates to fulfil all the clinical and non-clinical requirements focusing on the field of clinical research in intensive care. The post-graduate year fellow will be part of the specialist clinical roster and will have support and supervision from a dedicated intensivist to mature in that role. The role will have protected research component (0.4 to 0.5 FTE), and fellows will be expected to report to the lead of ICU research portfolio while the clinical component of the reporting will be to the ICU leadership team.

The role will allow the candidate to develop higher skills in the field of research. The fellow will be expected to contribute to activities such as leading and coordinating the education program for junior medical staff (including journal club and echocardiography teaching), assisting with trainee CICM examination preparation, facilitating local delivery of courses such as BASIC, beyond BASIC, Canberra ICU Course, Canberra Airway Course, Introduction to Procedures in Acute Care (IPAC) and Canberra Critical Care Echo Course.

The research fellow will have dedicated 40-50% protected roster time to fulfil the responsibilities in the field of ICU research. Fellows will be expected to initiate or continue their own local research projects within the intensive

care or in related fields/departments. The fellow will be supported in this by the ICU research and data team and collaboration through CHS, ANU and Canberra University.

Prior to commencement, the successful candidates will be required to:

Undergo a pre-employment National Police Check

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy

For more information regarding the position details click here for the Position Description

For more information on this position and how to apply "click here"

Contact Officer: Dr Manoj Singh, Unit Director ICU 02 5124 5088 CHS.ICUAdmin@act.gov.au

Chief Operating Officer

General Manager Canberra Hospital

Enhanced Health Service

Registered Nurse and/or Midwife Level 2 - Early Family Support Service

Registered Nurse and/or Midwife Level 2 \$110,733 - \$117,053, Canberra (PN: 20212-02NJV)

Gazette Date: 01 August 2025

Closing Date: 01 August 2025

What can we offer you:

City living without the traffic – click here to see why you should live in Canberra.

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Join Our Team and Make a Real Difference in Families' Lives!

Are you a passionate nurse or midwife ready to work in a role that truly matters? The Early Family Support Service (EFSS), part of Women, Youth and Children Community Health Programs, is looking for dedicated professionals to support families across the ACT. Our team provides vital early intervention, home visiting, parenting support, and developmental guidance to families facing complex challenges. If you're eager to work in a dynamic, multidisciplinary team and make a meaningful impact on the health and wellbeing of women, children, and young people—this is the role for you.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply "click here"

Contact Officer: Fiona Le Mesurier 0251241774 Fiona.LeMesurier@act.gov.au

North Canberra Hospital

Medical and Mental Health

Registered Nurse Level 4 Grade 3 - Assistant Director of Nursing Medicine – Registered Nurse Level 4 Grade 3, \$161,380, Canberra (PN: 603094 – 02NNB)

Gazette Date: 1 August 2025

Closing Date: 18 August 2025

What can we offer you:

- City living without the traffic – click here to see why you should live in Canberra.
- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Step into a dynamic leadership role in Medicine at North Canberra Hospital (NCH), where you'll help shape the future of healthcare across three general medical wards, a dedicated stroke unit, and the Medical Assessment and Planning Unit (MAPU). Delivering both general and specialist care—including cardiology and neurology—you'll work in close partnership with the Executive Director to drive high-level strategic priorities in a complex, fast-evolving health environment.

In this pivotal role, you'll ensure safe, high-quality operational management within a strong governance framework, championing innovation and continuous improvement. Your leadership will support efficient service delivery while enabling meaningful, system-wide change through collaboration with multidisciplinary teams across Canberra Health Services (CHS).

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply "click here"

Contact Officer: Megan Curran on megan.curran@act.gov.au

North Canberra Hospital

Allied Health and Palliative Care

Team Leader, Social Work – Medical and Surgical – Health Professional Level 4, \$125,344 - \$139,120, Canberra (PN: 602406 – 02NNG)

Gazette Date: 4 August 2025

Closing Date: 12 August 2025

What we can offer you:

- City living without the traffic – click here to see why you should live in Canberra.
- Competitive pay rates and excellent working conditions.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.

About the Hospital:

North Canberra Hospital (formerly Calvary Public Hospital Bruce) and Clare Holland House are now run and operated by Canberra Health Services (CHS)

This is a significant milestone as the ACT Government moves towards delivering a new billion-dollar hospital on Canberra's Northside.

The current North Canberra Hospital is a level 4 hospital that provides a range of acute and sub-acute services including community based care to the residents of the northside of Canberra and Southern NSW. North Canberra Hospital (NCH) is a 270 bed public hospital located in Canberra's expanding northside. North Canberra Hospital operates a 24 hour Emergency Department. Inpatient services include general medicine, surgery, maternity, mental health and critical care.

Other service modalities include day surgery, specialist outpatient clinics, Hospital in the Home and the Geriatric Rapid Acute Care Evaluation service that reaches into aged care facilities across the ACT.

The new Northside Hospital will be built on the existing Calvary Hospital campus in Bruce. It will be a modern, state-of-the-art hospital for patients, visitors and its workforce and will provide more beds and increased services. Until then, it's business as usual at the NCH, and we'll keep providing high-quality care to our patients and community.

About the role:

The Social Work and Psychology Department is a contemporary evidence-based service providing high quality inpatient and outpatient care at North Canberra Hospital. The Department provides care and support to patients and families across critical and acute inpatient areas and specialised outpatients settings, including medical and surgical areas, intensive care unit, the emergency department, maternity and hospital in the home.

As team leader Medical and Surgical you will provide clinical leadership, supervision of and guidance to your social work team to provide a high-quality social work service to medical and surgical patients of North Canberra Hospital. You will have day to day oversight of your team, providing support and specialist clinical advice, problem solving, education and intervention. You will hold a small case load providing social work assessment and psychosocial interventions.

You will form an integral part of the Social Work and Psychology Department leadership team, supporting the management and development of the Department. You will be required to oversee professional development and supervision, promote and have opportunities to participate in quality improvement and research initiatives. Clinical supervision and professional development are provided through team and department structures and informal and formal professional development opportunities are available.

Note: This position(s) may be required to participate in on call rosters, including weekends and to work Christmas shutdown periods. This duty statement outlines a range of possible duties that staff are expected to perform at this level. The emphasis placed on each duty will vary according to the requirements of each position.

For more information regarding the position duties click here for the Position Description.

Note: This is a temporary position available for a period of 12 months with the possibility of extension and/or permanency.

For more information on this position and how to apply “click here”

Contact Officer: Karen Dell on Karen.Dell@act.gov.au

Chief Operating Officer

Decision Support Division

Health Information Services

Discharge Summary Liaison Officer – Administrative Services Officer 4, \$84,901 - \$91,501, Canberra (PN: 35635 – 02NON)

Gazette Date: 4 August 2025

Closing Date: 8 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- 12% Superannuation.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Access to onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role:

The Decision Support Unit (DSU) is led by an Executive Group Manager reporting to the Chief Operating Officer within Canberra Health Services (CHS).

The DSU's role includes:

- Promoting accountability to achieve strategic goals and building organisational capability to align Activity Based Funding (ABF) and Operational Planning.
- Provision of ICT Services for CHS.
- Provision of data quality.
- Provision of Health Information Services.
- Provision of decision support services to enable operational and non-operational planning and quality reporting.

This position will perform tracking and updating discharge summary deficiency tasks, monitoring The Canberra Hospital discharge summary completion rates, and informing clinical divisions and individual clinicians of the outstanding discharge summaries. This involves running reports and manipulating data in excel, reviewing records and assessing discharge summary completeness.

For more information regarding the position duties click here for the Position Description. Position Description

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available for a period of three to six months with the possibility of extension and/or permanency.

For more information on this position and how to apply “click here”

Contact Officer: Shannon Reeves on Shannon.Reeves@act.gov.au or (02) 5124 4309

People and Culture

People and Culture

Business Partnerships

Injury Management Advisor - Employee Relations and Injury Management – Administrative Services Officer 6, \$100,650 - \$114,448, Canberra (PN: 29679 – 02NRE)

Gazette Date: 4 August 2025

Closing Date: 11 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role:

The Employment Relations and Injury Management team is responsible for providing employee relations and injury management services, support and advice whilst ensuring the effective and efficient operation of strategic people management advice, policy and programs across Canberra Health Services.

You will play a key role whilst working closely with staff across other areas within People and Culture, CMTEDD and EML. The main responsibilities of the role of Injury Management Advisor, Employment Relations and Injury Management will be to:

- Provide day-to-day injury management support and advice to executives, managers and staff across CHS relating to initial support, return to work processes and independent medical assessments corresponding to compensable and non-compensable matters.
- Develop and maintain strong, positive working relationships with internal and external stakeholders (including CMTEDD Injury Management team and EML), demonstrating liaison and communication skills of a high order.
- Develop and interpret injury management policies and procedures as well as employment frameworks.

Please note selection may be based on written application only.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.

Note: This is a temporary position available for a period of six months with the possibility of extension and/or permanency.

For more information on this position and how to apply “click here”

Contact Officer: Julie Randall on Julie.Randall@act.gov.au or (02) 5124 9617

Chief Operating Officer

General Manager Canberra Hospital

Integrated Operations Centre

Sub-Acute Stream Manager - CHS Integrated Operation Centre

Senior Officer Grade B \$146,705 - \$164,506, Canberra (PN: 69574 - 02NMH)

Gazetted: 06 August 2025

Closing Date: 13 August 2025

Details: What can we offer you:

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Access to Employee Assistance Program.

Access to discounted gym membership.

Access to onsite Physiotherapists.

Access to onsite cafes, staff cafeteria, pharmacy and gift shop.

Up to \$12K reimbursement of relocation expenses for interstate candidates (subject to review and approval).

About the Role:

A unique opportunity exists to join CHS' Integrated Operations Centre in the role of Sub-Acute Stream Manager.

The sub-acute stream works with internal and external stakeholders to improve systems of operation that support optimal transition from hospital for non-acute and rehabilitation patients.

The Sub-Acute Stream manager ensures the implementation of optimal systems to support sub- and non-acute patient flow through strategic and operational leadership, system and data analysis, comprehensive understanding of contemporary evidence-based practices and relevant operational frameworks, and an ability lead innovative change implementation.

If you have a passion for and are skilled at critically analysing processes and data, and designing, leading and evaluating change, then this is a role for you.

For more information regarding the position duties click here for the Position Description.

Note: This is a permanent position.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy

For more information on this position and how to apply "click here"

Contact Officer: Michelle Bennett 0482 117 990 michelle.bennett@act.gov.au

Chief Operating Officer

Mental Health, Justice Health and Alcohol and Drug Services

Forensic Mental Health inpatient Services

Registered Nurse Level 3 Grade 1 - Forensic Mental Health Inpatient Services CNE

Registered Nurse Level 3.1 \$126,196 - \$131,177, Canberra (PN: 37270-02NPT)

Gazetted: 06 August 2025

Closing Date: 7 August 2025

Details: What can we offer you:

City living without the traffic – click here to see why you should live in Canberra.

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Step into a dynamic role as a Clinical Nurse Educator, where you'll lead and inspire the development of nursing practice within a secure forensic mental health environment. Reporting to the Assistant Director of Nursing and working closely with the Clinical Nurse Consultant, you'll drive clinical education, deliver impactful training, and support nurses through preceptorship, skills assessments, and competency development. This is your opportunity to shape practice, foster growth, and be a key player in a passionate, multidisciplinary team committed to excellence in mental health care.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available for a period of five months with the possibility of extension and/or permanency.

For more information on this position and how to apply "click here"

Contact Officer: Jacinta Filipe . Jacinta.filipe@act.gov.au

North Canberra Hospital

Surgical Division

Perioperative Suite

Registered Nurse Level 1 - Scrub Scout

Registered Nurse Level 1 \$81,181 - \$106,712, Canberra (PN: 603419,Several-02NP0)

Gazetted: 05 August 2025

Closing Date: 13 August 2025

Details: What can we offer you:

City living without the traffic – click here to see why you should live in Canberra.

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is

Australia's happiest city click here: Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Join the dynamic Division of Surgery at North Canberra Hospital, where you'll be part of a team delivering high-quality inpatient and outpatient surgical care across a wide range of specialties. Our Peri-Operative Department includes a Day Surgery Unit, Surgical Admission Lounge, seven state-of-the-art Operating Theatres, a procedure room, and a Post Anaesthetic Care Unit, all working together to provide seamless, patient-focused care.

As a Registered Nurse, you'll play a key role within a multidisciplinary team, contributing to every stage of the surgical journey. This is your opportunity to thrive in a fast-paced, supportive environment where your skills and compassion make a real difference every day.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply "click here"

Contact Officer: Julie Lee . Julie.lee@act.gov.au

CFO Division

Procurement & Supply

Procurement & Supply

Supply Operations Officer - Logistics

Health Service Officer Level 5 \$68,093 - \$71,216, Canberra (PN: 21779-02NP9)

Gazetted: 05 August 2025

Closing Date: 12 August 2025

Details: What can we offer you:

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Access to Employee Assistance Program.

Access to discounted gym membership.

Access to onsite Physiotherapists.

Onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role

The Chief Financial Officer Division is led by the Chief Finance Officer (CFO) who reports to the Chief Executive officer of Canberra Health Services. The CFO Division is responsible for the development and maintenance of budgets, financial management, and for providing strong operational finance and performance reporting analysis across the health service. The six sub-units within the CFO Division include the Financial Operations and Support Unit, Revenue and Financial Services, Patients Accounts, Health Information Unit and Procurement & Supply. The position reports to the Assistant Director of Supply Operations, in the Procurement and Supply unit of Canberra Health Services.

This position is primarily located at the CHS Distribution Centre and may be required to work periodically at other CHS sites.

Please

note: The successful applicant will need to be available between 7:00am - 6:00pm, and for occasional weekend and after-hours work.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Note: This is a temporary position available for a period of seven months with the possibility of extension and/or permanency.

For more information on this position and how to apply "click here"

Contact Officer: Ray Pratho (02) 5124 2500 Ray.Pratho@act.gov.au

CHS - Chief Operating Officer

Mental Health, Justice Health and Alcohol and Drug Services

Access Mental Health Clinician

Health Professional Level 2/Psychologist Level 2 \$89,134 - \$115,738, Canberra (PN: 19704 - 02NQ5)

Gazetted: 06 August 2025

Closing Date: 13 August 2025

Details: What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- 12% Superannuation.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Access to onsite cafes, staff cafeteria, pharmacy and gift shop.
- Up to \$12K reimbursement of relocation expenses for interstate candidates (subject to review and approval).

About the Role:

The position is situated within Adult Community Mental Health Services (ACMHS), under the Intake Services Teams, which is a specialist mental health service that provides health care and support for people aged from 18 years old. ACMHS provides evidenced based and personalised care planning for recovering people while also collaborating with carers, Nominated Persons, supports and other key stakeholders.

ACMHS teams operate across the Australian Capital Territory, adhering to both the Adult Community Mental Health Model of Care and the Older Persons Community Mental Health Model of Care. ACMHS program area services the community's mental health needs in the areas of intake, recovery, supported and therapeutic accommodation, therapy, older persons, neuropsychology, assertive community outreach, homeless outreach, and intensive home treatment. The Intake Services Teams – ACMHS, includes the Access Mental Health Team (AMHT) - Triage and Comprehensive Services, Home Assessment and Acute Response Team (HAART) which includes the Police Ambulance Clinician Early Response (PACER), Rapid Response, and an Intensive Home Treatment (IHT) service.

Applicants may apply using the CHS online employment website and must attach two recent referee reports, one which must be from your current line manager, a current resume and no more than a two-page written response that demonstrates your experience against the selection criteria. Depending on the response received applicants may be appointed on merit.

AMHT incorporates the guidelines and principles of the Adult Community Mental Health Services (ACMHS) ensuring that the teams' practice is current and is keeping pace with the changes occurring in the greater MHJHADS teams. The AMHT function is critical to identify and mitigate potentially life-threatening risks for people calling the service.

For more information regarding the position duties click [here](#) for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

For more information on this position and how to apply "click [here](#)"

Contact Officer: Erica Campbell (02) 5124 9152 Erica.Campbell@act.gov.au

NCH - North Canberra Hospital

Surgical Division

Registered Nurse Level 2 - Day Procedure Unit

Registered Nurse Level 2 \$110,733 - \$117,053, Canberra (PN: LP8495 - 02NO2)

Gazetted: 06 August 2025

Closing Date: 19 August 2025

Details: What can we offer you:

- City living without the traffic – click here to see why you should live in Canberra.
- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: [Benefits of working with us - Canberra Health Services \(act.gov.au\)](#)

About the Role:

The Division of Surgery at NCH delivers comprehensive inpatient and outpatient surgical services, including surgical bookings, anaesthesia, pain management, perioperative care, endoscopy, and specialist wards. The Day Procedure Unit (DPU) offers planned services for low-acuity adult patients needing minor procedures with local or no anaesthetic, focusing on early intervention, education, assessment, surgical preparation, and ongoing care for those with complex conditions. Urology and General Surgery frequently operate clinics within the DPU, with plans to expand into Gynaecology. The DPU Registered Nurse level 2 plays a key role in providing patient-centered, evidence-based nursing care throughout the patient journey, from admission and intra-procedural support to recovery and discharge, working closely with an interdisciplinary team supported by the Perioperative Education Team and Clinical Nurse Consultant.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available for a period of six months with the possibility of extension up to less than 12 months and/or permanency.

For more information on this position and how to apply “click here”

Contact Officer: Feby Joshua Daniel (02) 5124 2680 feby.joshuadaniel@act.gov.au

Chief Operating Officer

General Manager Canberra Hospital

Rehabilitation, Aged and Community Services

NDIS Support Unit Lead - Health Professional –

Health Professional Officer Level 5/Psychologist Level 5

\$146,705 - \$164,506, Canberra (PN: 29701- 02NM1)

Gazette Date: 05 August 2025

Closing Date: 12 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- 12% Superannuation.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Access to onsite cafes, staff cafeteria, pharmacy and gift shop.
- Up to \$12K reimbursement of relocation expenses for interstate candidates. (subject to review and approval)

About the Role:

Rehabilitation, Aged and Community Services (RACS) is a high achieving and diverse Division within Canberra Health Services providing multidisciplinary rehabilitation, aged and community-based care across a range of settings. Our Services are based across Canberra Hospital, University of Canberra Hospital, Community Health Centres and Village Creek Centre in Kambah. As a member of RACS Executive team, you will participate in a variety of strategic, business planning and organisational development activities.

The CHS National Disability Insurance Scheme (NDIS) Support Unit Lead is based predominantly at Village Creek Centre Kambah with requirement to coordinate with services teams across CHS community and inpatient sites. The position provides strategic advice and coordination for Canberra Health Services in relation to NDIS service delivery

as a registered provider of NDIS supports and the NDIS health interface across the CHS network. The successful applicant is responsible for the leadership and management of the CHS NDIS Support Unit which incorporates interprofessional NDIS officers who provide support for registered service provision and the NDIS health interface, as well as the administrative support for RACS NDIS Fee for Service areas. The NDIS support unit lead also provides advice to the RACS Executive Director on the NDIS health interface, and is also required to represent CHS in a range of forums including to other ACT and Federal Government departments, the National Disability and Insurance Agency (NDIA), Non-Government Organisations, and Ministers as required.

For more information regarding the position duties click [here](#) for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

For more information on this position and how to apply “click [here](#)

Contact Officer: Michael Keen, 0423 847 503, michael.keen@act.gov.au

Executive Director Allied Health

Allied Health Business Support

Deputy Director Allied Health – Health Professional Officer Level 5/Psychologist Level 5

\$146,705 - \$164,506, Canberra (PN: 43978-02NRA)

Gazette Date: 04 August 2025

Closing Date: 08 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- 12% Superannuation.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Access to onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role:

The Division of Allied Health is responsible for the delivery of workforce reforms, and for strengthening and developing Allied Health services through innovative models of care and service delivery across Canberra Health Services (CHS). The Division also provides professional and strategic leadership to Allied Health professions within CHS and collaborates and represents CHS at relevant local and national forums.

Under the broad direction of the Senior Director, Allied Health, it is expected that the Deputy Director will play a key role in planning and continuous improvement for the Division. The Deputy Director will have responsibility for supporting divisional management and compliance for matters such as human resources management, contract management, financial management, government business, and provide support and advice to the Senior Director. The Deputy Director will provide outstanding leadership, strategic approach, communicate professionally and work with flexibility, efficiency, and diplomacy.

Please note: Selection may be based on written application and referee checks only.

For more information regarding the position duties click [here](#) for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.
- Comply with CHS credentialing and scope of clinical practice requirements for allied health professionals.

Note: This is a temporary position available for a period of 6-12 months with the possibility of extension and/or permanency.

For more information on this position and how to apply “click here”

Contact Officer: Felicity Martin, (02) 5124 5135, Felicity.Martin@act.gov.au

Canberra Health Services

North Canberra Hospital

Surgical Division

Operating Theatres

Registered Nurse Level 1- Anaesthetic Nurse Registered Nurse Level 1

\$81,181 - \$106,712, Canberra (PN: 600352- 02NMW)

Gazette Date: 31 July 2025

Closing Date: 08 August 2025

What can we offer you:

- City living without the traffic – click here to see why you should live in Canberra.
- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- Reimbursement of relocation expenses for interstate candidates (subject to review and approval).

To find out more on what a career at CHS can give you, the benefits of working with us and why Canberra is Australia's happiest city click here: Benefits of working with us - Canberra Health Services (act.gov.au)

About the Role:

Step into the fast-paced world of the Division of Surgery, where you'll play a vital role in delivering exceptional surgical care across both inpatient and outpatient services. From Surgical Bookings and Pre-Admission Clinic to Anaesthesia, Pain Management, Operating Theatres, and specialist surgical wards, you'll be part of a team dedicated to guiding patients through every stage of their surgical journey.

At North Canberra Hospital's Peri-Operative Department, you'll work within the Day Surgery Unit, Surgical Admission Lounge, seven modern Operating Theatres, and a procedure room, covering a broad range of surgical specialties. Your care will extend into the Anaesthetic nursing, where teamwork and expertise ensure patients receive the safest and most comfortable care possible.

For more information regarding the position duties click here for the Position Description.

Please note prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

For more information on this position and how to apply “click here”

Contact Officer: Joanne Davey, 02-5103 6135, joanne.davey@act.gov.au

Canberra Health Services

Chief Operating Officer

Mental Health, Justice Health and Alcohol and Drug Services

Service and Transformation

Manager of Peer Services

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 69580-02NLZ)

Gazette Date: 31 July 2025

Closing Date: 24 August 2025

What can we offer you:

- Competitive pay rates and excellent working conditions within a tertiary hospital.
- Salary Packaging with many options that provide full fringe benefits tax concessions.
- Flexible working conditions.
- 12% Superannuation.
- Access to Employee Assistance Program.
- Access to discounted gym membership.
- Access to onsite Physiotherapists.
- Access to onsite cafes, staff cafeteria, pharmacy and gift shop.

- Up to \$12K reimbursement of relocation expenses for interstate candidates. (subject to review and approval)

Curious about life in Canberra? Click here to see why it's a great place to live and work.

We believe that our workforce should be as diverse as the community we serve. We are committed to creating an inclusive environment where people with diverse thought, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS, Canberra Health Services and the ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Are you a passionate and transformative leader with lived experience and a deep commitment to recovery-oriented, trauma-informed care?

MHJHADS is seeking a visionary Manager of Peer Services to help lead the development, implementation, and expansion of peer-led services across our mental health, justice health and alcohol and drug services division (MHJHADS).

About the Role:

Reporting to the Director of Lived Experience, this pivotal role is responsible for operationalising and managing peer services within MHJHADS. Initially, you will lead the small pilot of a peer-led service within adult mental health services, with a view to expanding into other specialty areas over time (e.g. suicide prevention, alcohol and drug services, perinatal mental health).

This is a unique opportunity to shape the future of peer work in a large, multidisciplinary public health service.

Key Responsibilities

- Lead the implementation and evaluation of peer-led service models in the division.
- Manage and support the Consumer and Carer Peer Workforce.
- Collaborate with clinical teams (psychiatry, nursing, allied health) and across sectors to deliver integrated, recovery-oriented, person-centred care.
- Promote the sustainability and growth of the peer workforce across MHJHADS.
- Provide strategic advice and contribute to initiatives in safety, quality, workforce development, and service planning.
- Champion the lived experience perspective in all aspects of service delivery and improvement.

About You

- Authentic lived experience leadership, using your own lived experience and collective insights of people with lived experience to influence systems and empower those who have been traditionally marginalised.
- Operational management skills to lead and grow peer services, including service delivery and evaluation, staff leadership and management, and the management of resources and risks associated with service delivery.
- Team-building expertise, fostering a culture of trust, empowerment, and well-being.
- Strong stakeholder engagement, able to advocate for lived experience values while navigating diverse perspectives.

Why Join MHJHADS?

- Lead a transformative initiative with system-wide impact.
- Work in a collaborative, supportive, and inclusive environment.
- Access professional supervision, professional development and career growth opportunities.

For more information regarding the position duties click here for the Position Description.

For more information on this position and how to apply "click here"

Contact Officer: Genevieve Whitlam , (02) 5124 9545, genevieve.whitlam@act.gov.au

Chief Operating Officer

Mental Health, Justice Health and Alcohol and Drug Services

Forensic Mental Health Services

Research Project Officer - Forensic Mental Health Services

Administrative Services Officer Class 3 \$76,985 - \$82,459, Canberra (PN: 69602 - 02NPF)

Gazetted: 06 August 2025

Closing Date: 14 August 2025

Details: What can we offer you:

Competitive pay rates and excellent working conditions within a tertiary hospital.

Salary Packaging with many options that provide full fringe benefits tax concessions.

Flexible working conditions.

Access to Employee Assistance Program.

Access to discounted gym membership.

Access to onsite Physiotherapists.

Onsite cafes, staff cafeteria, pharmacy and gift shop.

About the Role:

This is an exciting opportunity to facilitate research on behalf of Forensic Mental Health Services (FMHS). The priority project involves an evaluation of grievance-fuelled violence concerns in young people referred to the ACT Fixated Threat Assessment Centre (FTAC). The project aims to inform a better understanding of the current ACT threat context, and needs and opportunities for intervention for vulnerable young people.

FMHS is a unit of Mental Health, Justice Health, and Alcohol & Drug Services, Justice Health Services. We provide mental health care across the lifespan and across a range of settings, including a centralised community health facility, youth and adult custodial facilities, off campus community liaison, court settings, and secure inpatient units. The care provided is underpinned by the National Principles for Forensic Mental Health Services. The service aims to provide collaborative care guided by principles of Recovery and involving the consumer, their carers and other key services.

FMHS is one service with three distinguishable, yet integrated service components as follows:

Custodial Mental Health services (CMH) including:

CMH – Child and Adolescent at Bimberi Youth Justice Centre (CMH – CA).

CMH – Adult at the Alexander Maconochie Centre (CMH – A).

Forensic Mental Health Inpatient Services (FMHIS)

Dhulwa Mental Health Unit.

Forensic Community Mental Health Services (FMHS) including:

Forensic Consultation and Intervention Service (FoCIS).

ACT Fixated Threat Assessment Centre (FTAC).

Mental Health Court Assessment and Liaison Service (MHCALS).

This is a vacancy for a part-time (0.2 FTE) temporary role for up to 12 months (negotiable).

For more information regarding the position duties click here for the [Position Description](#).

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police Check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required.

Note: This is a part-time temporary position available for a period of 11 months with the possibility of extension and/or permanency. This position is part-time at (7.21) hours per week and the full-time salary noted above will be pro-rata.

For more information on this position and how to apply “[click here](#)”

Contact Officer: Tegan Murray (02) 5124 1813 Tegan.Murray@act.gov.au

Canberra Institute of Technology

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Enabling Solutions and Partnerships

Data and Digitalisation

Strategy and Change

Adoption and Transition Lead

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 69577)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: CIT is seeking an experienced Adoption and Transition Lead to support the Director, Strategy and Change within the Data and Digitalisation Branch.

In this role, you will lead the development and implementation of user-focused adoption and transition strategies for digital systems across CIT. You will be responsible for ensuring systems are embraced by users, effectively embedded into operations, and sustainably managed. Your work will support organisational readiness, increase user engagement, and ensure the long-term success of digital transformation initiatives. You will play a key role in coordinating stakeholder engagement, designing tailored training and support materials, and establishing robust support structures. You will also oversee the transition of systems into operational environments, ensuring clear ownership and documentation for ongoing management and continuous improvement.

To be successful in this role, you will bring demonstrated experience in leading digital adoption and change initiatives, strong analytical and problem-solving skills, and the ability to design and deliver adoption strategies suited to diverse user groups. Your high-level communication and organisational skills will enable you to manage competing priorities and build trusted relationships across CIT.

If this sounds like you, we look forward to hearing from you.

Notes: This is a temporary position available immediately for a period of up to 12 months with the possibility of extension and/or permanency.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please submit your two-page pitch to highlight your experience and skills against the Selection Criteria.

Applications should be submitted via the Apply Now button below.

Contact Officer: Cai Wilden (02) 6207 2703 CaiF.Wilden@cit.edu.au

Enabling Solutions and Partnerships

Data and Digitalisation

Delivery

Test Manager

Senior Officer Grade B \$146,705 - \$164,506, Canberra (PN: 66124)

Gazette Date: 31 July 2025

Closing Date: 07 August 2025

Details: The Cloud Campus Program is a key initiative of Canberra Institute of Technology's future digitalisation strategy, and broader business transformation and campus renewal initiatives. Cloud Campus is not just about delivering technical solutions to support CIT – it is about transforming the way CIT does business.

Reporting directly to the Program Director, you will be responsible for the planning and support of the execution of testing while delivering a suite of templates and processes suitable for use across the Cloud Campus Program. This will include developing test strategies, test plans, test scripts and test reports in collaboration with relevant stakeholders. You will provide expertise in testing strategies, which will reduce defects found after implementation and will provide quality assurance that risks associated with implementing systems are accurately quantified and validated to ensure systems are fit for purpose, appropriately integrated, and meet business requirements.

If you want to be a part of a great culture, working in a fast-paced environment, that is challenging and rewarding, by delivering tangible outcomes for the community, then we want to hear from you!

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

- Qualifications in testing/test management, or extensive experience working as a test manager within the public service environment is highly desirable.
- You have an attention to detail, are self-motivated and like to work in a collaborative and supportive environment.
- You are passionate, enjoy what you do, and are able to deliver outcomes.

Notes: This is a temporary position available from 03 December 2025 until 30 June 2028.

Selection may be based on application and referee reports only.

How to Apply: Please submit your two-page pitch to highlight your experience and skills against the Selection Criteria.

Applications should be submitted via the Apply Now button below.

Contact Officer: Bianca Da Silva BiancaX.DaSilva@cit.edu.au (02) 6205 2172

Enabling Solutions and Partnerships

Data and Digitalisation

Technology Operations

ICT Procurement and Contracts Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 69576)

Gazetted: 31 July 2025

Closing Date: 14 August 2025

Details: CIT is seeking an experienced ICT Procurement and Contracts Officer to support the Manager, ICT Procurements, Licensing and Finance. In this role, you will be responsible for managing ICT procurement processes, overseeing contract lifecycles, and maintaining software licensing arrangements, all while ensuring compliance with CIT's policies and governance frameworks.

You will play a key role in analysing and reporting on procurement activities, maintaining accurate records of licences and contracts, and providing expert advice on procurement and contracting matters. Your contribution will also support continuous improvement initiatives across procurement operations.

If this sounds like you, we look forward to hearing from you.

Eligibility/Other Requirements: To be successful in this role, you will bring demonstrated experience in procurement and contract management, strong analytical and problem-solving skills, and a sound understanding of software asset management. Your high-level communication and organisational skills will enable you to manage competing priorities effectively and build strong relationships with stakeholders.

Note: This is a temporary position available immediately for a period of 12 months with the possibility of extension and/or permanency. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please submit: Your two-page pitch to highlight your experience and skills against the Selection Criteria.

Applications should be submitted via the Apply Now button below.

Contact Officer: BiancaX Da Silva (02) 6205 2172 BiancaX.DaSilva@cit.edu.au

Chief Minister, Treasury and Economic Development

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Division: Economic Development

Branch Skills Canberra

Section: ACT Migration

Senior Program Officer Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 31725)

Gazette Date: 01 August 2025

Closing Date: 08 August 2025

Details: Skills Canberra is seeking a motivated, proactive individual to support the work of the ACT migration team. The successful candidate needs to be able to think both strategically as well as administratively, have excellent attention to detail without losing sight of the 'big picture', and be able to manage competing priorities effectively. As senior program officer you will coordinate the delivery of the ACT nominated migration programs. This includes the skilled migration, business migration, and employer nominated regional certification pathways. You will work with the team to ensure an efficient delivery of these programs, which will include ensuring consistent decision-making between program officers, overseeing settlement services, reporting on program delivery, and managing the administrative responsibilities associated with the delivery of the programs. You may also be required to use your experience to contribute to policy advice and conduct other duties as appropriate to your level.

You will work in a small team but you may have to consult and collaborate with teams across Skills Canberra and the Directorate more broadly.

Eligibility/Other Requirements: Experience with, or knowledge of, the ACT Migration programs as well as skilled migration legislation, policies, or programs and a (tertiary) qualification in a relevant field are desirable.

Note: Selection may be based on application and referee reports only. This position is based in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers do not have a designated workstation/desk.

How to Apply: Please submit a one-page cover letter addressing the selection criteria, a current curriculum vitae, and contact details for two referees.

Please ensure your application outlines how your skills, qualifications, and/or experience make you an ideal candidate for the role. You should consider both the duties/responsibilities of the position and the selection criteria in drafting your statement.

Applications should be submitted via the Apply Now button below.

Contact Officer: Hans vanDeursen (02) 6207 0839 Hans.vanDeursen@act.gov.au

Economic Development

Sport and Recreation

ACT Academy of Sport (ACTAS)

ACTAS Para Unit Lead

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 69507)

Gazette Date: 31 July 2025

Closing Date: 21 August 2025

Details: Sport and Recreation are seeking a suitably qualified, experienced, and enthusiastic individual to join the ACT Academy of Sport (ACTAS) team as the Para Unit Lead. The Para Unit Lead will establish and manage a team to enable effective:

- Talent identification and talent transfer initiatives.
- Sport selection for eligible athletes.
- Para sport pathway identification in the ACT.
- Para sport classification.
- Athlete development.
- Performance support delivery.
- Health, wellbeing and risk mitigation within the sport environment.
- Inclusion of Para sports and Para athletes within ACTAS and partner organisations.
- Use and development of the Athlete Management System (AMS) to ensure a single platform of athlete data collection is used for communication and analysis.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

Essential:

- Current CPR and First Aid Certificate
- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra (act.gov.au)
- Australian Federal Police Check
- 2025 Sport Integrity Australia (SIA) Certificate - <https://elearning.sportintegrity.gov.au/> (or ability to obtain)
- Play by the Rules – Child Safeguarding and Sport Induction e-Learning course - <https://elearning.sportintegrity.gov.au/> (or ability to obtain)

Desirable:

- Experience and knowledge of high performance Para sport highly desirable
- Lived experience of disability favourable
- Tertiary qualifications in sport management, human movement, sport science or other relevant field
- Knowledge of athletic development frameworks
- Familiarity with classification systems and their application with Paralympic sport
- Current driver's license

Further information on working in the ACTPS can be found at <https://www.jobs.act.gov.au/home>

Notes: This is a temporary position available immediately for a period of up to two years.

An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. This position is located at the Australian Institute of Sport campus in Canberra, ACT.

How to Apply: Applicants are requested to submit a current curriculum vitae with contact details of two referees, and a written response addressing each of the Selection Criteria in the Position Description (the Professional/Technical Skills and Knowledge and the Behavioural Capabilities sections).

Applications should be submitted via the Apply Now button below.

Contact Officer: Gerard Corradini Gerard.Corradini@act.gov.au 0417 683 183

Content, Governance and Protocol

Content

Senior Content Officer, Social Media

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 35880)

Gazette Date: 01 August 2025

Closing Date: 22 August 2025

Details: If you're looking for a role that blends creative storytelling with purpose-driven communication – and you're ready for the next step in your social media career – this could be your move.

We're looking for a confident, organised and content-savvy digital communicator to join the ACT Government's central social media team. You'll help shape the voice of government across priority social media channels, delivering content that cuts through, informs the community, and reflects what matters to Canberrans.

This isn't just about likes and shares – it's about crafting meaningful messages, supporting major campaigns, and delivering content that connects. You'll be trusted to manage your own workload, generate fresh ideas, and work across both organic and paid content. You'll also collaborate with colleagues from across government and contribute to key initiatives and campaigns.

This ASO6 role is part of the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) and will also contribute to the Our Canberra and Media and PR teams.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

What you'll do:

- Create, publish and optimise engaging content for ACT Government social media channels
- Plan, deliver and report on paid campaigns using Meta Business Suite and LinkedIn tools
- Manage your own content pipeline while contributing to team-wide planning and scheduling
- Pitch ideas, respond to current trends, and bring creativity to whole-of-government messages
- Collaborate with stakeholders, directorates and communications teams across government
- Monitor content performance and community feedback to help shape future strategy
- Support emergency communications when required through the Public Information Coordination Centre (PICC)

What you'll bring:

- Experience managing professional social media accounts, from content production to community management
- The ability to translate complex information into accessible and engaging written content
- Familiarity with paid campaign tools, analytics and reporting (Meta, LinkedIn, Sprout, Canva, etc.)
- Confidence working independently, managing deadlines, and juggling priorities in a fast-paced environment
- An eye for design and storytelling across formats, along with a collaborative mindset, a curious brain, and a strong grasp of what makes content land
- Alignment with ACT Public Service values – respect, integrity, collaboration and innovation

Notes: This is a temporary position available immediately for a period of 12 months with the possibility of permanency.

A merit pool may be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

This position is based in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk. The opportunity to work from home exists as operational

needs allow.

How to Apply: Please submit the following;

- A two-page pitch outlining your suitability for the role with reference to the Professional/Technical Skills and Behavioural Capabilities outlined in the Position Description
- Your curriculum vitae including contact details for two referees

Applications should be submitted via the Apply Now button below.

Contact Officer: Shannon Eurell Shannon.Eurell@act.gov.au (02) 6205 9737

Office of the Chief Executive

N/A

Director-General's Office

Executive Assistant to the Head of Service

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 36704)

Gazette Date: 05 August 2025

Closing Date: 19 August 2025

Details: The Head of Service and Director-General CMTEDD is seeking an Executive Assistant to provide high level executive and operational administration including managing calendars and emails, communication activities, briefing documents, meetings and correspondence. As the Executive Assistant, you will work closely with the Head of Service to support her in her role. You will also work closely with the Head of Service Office, Minister's Offices, Statutory Office holders, and Directors-General and their offices across the ACTPS. The Executive Assistant is a position of trust and the candidate will demonstrate well developed communication skills and the ability to work under limited direction while maintaining confidentiality and discretion and responding to business needs often within tight timeframes. Advanced key board skills and proficiency in the use of computer applications including the Microsoft Office Suite, correspondence tracking systems, record management systems is an advantage.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

How to Apply: Please provide a written response addressing the selection criteria and attaching a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Leanne Power Leanne.Power@act.gov.au (02) 6207 5990

Corporate

CMTEDD CIO Branch

Senior Officer Grade B

Classification \$146,705 - \$164,506, Canberra (PN: 10012)

Gazette Date: 06 August 2025

Closing Date: 13 August 2025

Details: Are you looking to be a part of a team that is establishing itself as the change agents within CMTEDD and leading the Digital Transformation and Strategic ICT delivery? A team where you get to describe, challenge, pivot and design your ideas using modern toolkits and resources. Work with data, create BI and analytics dashboards, facilitate ideas using Agile and Lean tools like Lean Canvas, Value stream mappings and M.O.S.T or bring your own. In CMTEDD CIO Branch (CCB), the Portfolio Director plays a key role in the management team, contributing to the strategic direction of the branch, managing and coordinating day to day operational activities, and contributing to the implementation of investment appraisal and decision-making processes.

This role oversees the development and execution of a collection of programs, projects and related activities that implement and support the strategic digital intent of the directorate.

Through establishing and maintaining positive working relationships, the Portfolio Director will collaborate with stakeholders to develop and implement strategy and initiatives to enhance the management of directorate ICT governance, risks, and compliance activities.

The position works closely with delivery partners to monitor digital and ICT initiatives, change programs, and emerging technologies.

The role also contributes to the broader digital transformation efforts of CCB, as a service to staff within and across teams and business units.

If you are energetic, enterprising, enjoys building strong relationships and can manage work within a fast-paced environment then the CMTEDD CIO Branch is the right place for you.

It's an opportunity you will not want to miss.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Hear about CMTEDD from some of our staff.

Notes: This is a temporary position available immediately up to 18 February 2026 with the possibility of extension up to 12 months.

Please note, this position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

Selection may be based on application and referee reports only.

How to Apply: Please include the following;

1. A one-page pitch demonstrating your capability to meet the Skills, Knowledge and Behaviours outlined in the Position Description.
2. A current curriculum vitae and contact details for at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Adam MacLeod Adam.MacLeod@act.gov.au (02) 6205 4262

Executive Group Manager, Corporate

Temporary Vacancy (4 September 2025 to 30 September 2025 with possibility of extension)

Chief Minister, Treasury and Economic Development Directorate

Corporate

Position: E790

(Remuneration equivalent to Executive Level 2.4)

Circulated to: ACTPS Band 1 and Band 2 Executive List

Date circulated: 04 August 2025

Expressions of interest are sought for the position of Executive Group Manager, Corporate. This temporary vacancy is from 4 September 2025 to 30 September 2025, with the possibility of extension.

The Executive Group Manager, Corporate reports directly to the Director-General, CMTEDD and works collaboratively with the Under Treasurer, the Senior Executive Group and other Executives within CMTEDD, as well as with other key government and non-government stakeholders.

The role also demands effective engagement with key external stakeholders, including the provision of advice and support to the Chief Minister's Office and consultation and negotiation with unions, and the ability to apply sound judgement and integrity to all work matters. The Executive Group Manager, Corporate is also the CMTEDD Senior Executive Responsible for Business and Integrity Risk.

The Executive Group Manager, Corporate is the chair of the CMTEDD Executive Management Group, which is the Directorate's Corporate Executive meeting, with membership comprising of the Director General, Under Treasurer and Chief Financial Officer. In addition, this role chairs the Public Sector Chief Operating Officers meeting driving whole of government best practice and strategy in corporate activities.

The position requires outstanding leadership, relationship management and communications skills. A commitment to public service integrity and people management is essential. Applicants should have demonstrated leadership experience in public sector governance and people capability management, and a demonstrated capacity to contribute to and support various activities across the directorate.

For further information please see the Executive Capabilities attached.

Note: Selection may be based on written application and referee reports only and is open to current ACTPS employees.

Remuneration: The position attracts a remuneration package ranging from \$376,285 - \$389,635 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$333,737.

To apply: Interested applicants are requested to submit an email expressing their interest to Kathy Leigh, Head of Service by COB Monday 11 August 2025. A detailed application is not required.

Contact Officer: Kathy Leigh, Head of Service

Economic and Financial Group

Insurance Branch

Insurance Policy and Operations

Care and Assistance Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 57357)

Gazette Date: 31 July 2025

Closing Date: 21 August 2025

Details: Do you have a passion for helping people and want to undertake interesting and impactful work? You can apply that passion to a role supporting the Lifetime Care and Support (LTCS) Scheme that we manage that provides benefits to people catastrophically injured in a motor vehicle accident or a private workplace accident.

If you are enthusiastic and motivated; have good communication skills; enjoy finding solutions; and have an eye for detail, these attributes will go a long way to assist the work of the Lifetime Care and Support (LTCS) Scheme.

This position suits a variety of work experiences including allied health and will provide you with a diverse range of tasks to keep you engaged and interested. You will have the opportunity to further develop your interpersonal and writing skills and build productive working relationships, including with our Lifetime Care partner in NSW.

Both the LTCS Scheme and the Motor Accident Injuries (MAI) Scheme are supported by staff of the Insurance Branch. Please don't let the branch's name scare you, we are a great place to work. We have a collegiate and supportive culture, and we make the time to connect and catch up for both collaboration and fun. Our friendly teams are able to assist you in transitioning to your new role and are on hand to provide helpful advice.

We operate in line with the ACT Public Service core values of respect, integrity, collaboration and innovation.

How to Apply: Interested applicants are requested to submit an application no more than two pages addressing the attached selection document, a current curriculum vitae and contact details for two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jiefei Wang, (02) 6207 8554, Jiefei.Wang@act.gov.au

Revenue Management

Compliance

Data Analyst – Administrative Services Officer Class 5

\$93,784 - \$98,967, Canberra (PN: 69621)

Gazette Date: 04 August 2025

Closing Date: 18 August 2025

Details: The Business Intelligence unit within the ACT Revenue Office is seeking a Data Analyst. The role is ideal for someone with a strong foundation in data analysis and a passion for turning complex information into meaningful outcomes for stakeholders.

As a Data Analyst, you will work with large and complex datasets to uncover insights that support business decision-making. You will model data using relational database principles, ensuring accuracy, consistency, and usability across systems. Your ability to learn and apply new tools, technologies, and analytical concepts will be essential.

You will play a key role in delivering high-quality, considered, and accurate information that meets the needs of the business. Strong communication skills are essential, as you will be expected to explain technical concepts in a clear and accessible manner to a variety of audiences, including those without a technical background.

We are looking for a collaborative team player who works professionally and cooperatively to achieve the best outcomes for stakeholders. You will demonstrate integrity in your work, take accountability for your contributions, and show initiative in identifying opportunities for improvement. Your ability to think critically and innovatively will help drive continuous improvement in our data practices.

Note: A merit pool will be established and may be used to fill identical vacancies over the next 12 months.

How to Apply: Applicants are required to submit a current curriculum vitae and a written response addressing the Selection Criteria (maximum of 1,200 words). Please note: AI-generated responses will not be accepted.

Submissions must reflect your own experience, capabilities, and understanding of the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Felissa Burton, (02) 6207 2923, Felissa.Burton@act.gov.au

Payroll Services

Payroll Operations

Payroll Team Coordinator – Administrative Services Officer Class 5 \$93,784 - \$98,967, Canberra (PN: 53390, several)

Gazette Date: 04 August 2025

Closing Date: 11 August 2025

Details: The Payroll Services Branch have three exciting ASO5 opportunities for experienced and capable Payroll Team Coordinators. These vacancies fall within the Education, Compensation, and our Health Pay teams. We are looking for highly motivated, innovative, and dynamic Team Coordinators with demonstrated superior Payroll skills. You must be comfortable working in a high-pressure environment with tight deadlines.

The position of Payroll Team Coordinator requires you to work within a large team, responsibility for providing support to the Team Supervisor, including team members and colleagues within the wider Payroll Services. The primary tasks include:

- Support the Team Supervisor/s in managing the team to deliver pay and various conditions in accordance with the relevant Enterprise Agreement and Legislation.
- Undertake relevant casework and research, prepare detailed correspondence, reports and submissions relating to payroll activities when requested.
- In conjunction with the Team Supervisor, identify individual and team training needs, implement, develop, and deliver training and/or presentations when required.
- Provide high quality training and support for new staff entering the pay teams.

Additional responsibilities include interpreting and providing accurate and considered advice relating to the relevant Enterprise Agreement, legislation, and policies.

If our vacancies sound like you, we'd love to hear from you!

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/ Other Requirements: Experience and understanding of the individual pay team environments (Education, Compensation and Health) would be highly regarded.

Note: This is a temporary position available immediately for six months with the possibility of extension up to 12 months and/or permanency. Within your application, please identify your preference of pay team you are applying for. A merit pool will be established from this selection process and may be used to fill future identical vacancies over the next 12 months across Payroll Services.

These positions work in an activity-based working (ABW) environment. Under ABW arrangements officers will not have a designated workstation/desk.

How to Apply: Applicants should submit a current curriculum vitae, contact details of two referees and a written pitch, addressing the Professional/Technical Skills and Knowledge and the Behavioural Capabilities of no more than two A4 pages, outlining your skills and experience relevant to the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Madeleine Vogt (02) 6207 2979 Madeleine.Vogt@act.gov.au

Revenue Management

Compliance

Senior Data Analyst – Administrative Services Officer Class 6

\$100,650 - \$114,448, Canberra (PN: 69620)

Gazette Date: 04 August 2025

Closing Date: 18 August 2025

Details: The Business Intelligence unit within the ACT Revenue Office is seeking a highly skilled and motivated Senior Data Analyst. This is an exciting opportunity to work in a dynamic and collaborative environment, where your expertise will contribute to improving outcomes for the ACT Revenue Office.

As a Senior Data Analyst, you will be responsible for independently managing end-to-end data projects. This includes scoping project requirements, engaging with stakeholders, conducting complex analysis, and delivering actionable insights. You will work with large and diverse datasets, applying your analytical skills to uncover trends and support evidence-based decision-making.

You will be expected to model datasets using relational database principles, ensuring data is structured and maintained to a high standard. Your technical proficiency in programming and statistical languages such as SQL or R will be essential, and experience with ETL and reporting tools like SSIS and SSRS will be highly regarded. A strong

commitment to service delivery is vital, as you will provide accurate, timely, and relevant information tailored to the needs of stakeholders.

Effective communication is a key component of this role. You will need to translate complex technical concepts into clear, accessible language for a variety of audiences, including non-technical stakeholders. Your ability to write and present with clarity and confidence will be crucial to your success.

Note: A merit pool will be established and may be used to fill identical vacancies over the next 12 months.

How to Apply: Applicants are required to submit a current curriculum vitae and a written response addressing the Selection Criteria (maximum of 1,200 words). Please note: AI-generated responses will not be accepted.

Submissions must reflect your own experience, capabilities, and understanding of the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Mick Murray, (02) 6205 4068, Mick.Murray@act.gov.au

Revenue Management

Business Systems Unit

Developer, Information Technology Officer Class 2, \$100,650 - \$114,448, Canberra (PN: 69622)

Gazette Date: 1 August 2025

Closing Date: 15 August 2025

Details: The ACT Revenue Office is looking for an energetic person to join the Business Systems branch as a Developer. This person will work across multiple business products in a DevOps environment, with a multi-skilled team that is dynamic, flexible, professional and fun to be with. If you're experienced in Squiz or OutSystems or MS SQL Server related database tools (or all three!) and are looking for long-term and fulfilling work, we're keen to meet you.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: At least one of the key technology stacks (Squiz, OutSystems or MS SQL Server) must be demonstrated along with the aptitude and attitude to learn the others quickly.

Note: Selection may be based on application and referee reports. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please review the Position Description and submit a two-page pitch (maximum of 1,200 words) demonstrating your Skills and Experience to carry out the duties and responsibilities of the role. Applicants are also required to submit their curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kelly Wickham on Kelly.Wickham@act.gov.au or (02) 6207 5559

Revenue Management

Compliance

Operations Team Leader or Senior Compliance Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 68458, several)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: The Operations & Compliance business units within the ACT Revenue Office are seeking Operations Team Leaders and Senior Compliance Officers.

As an Operations Team Leader or Senior Compliance Officer, you will be part of a highly productive, agile, resilient and cohesive team.

You will report directly to the Assistant Director and are required to lead and direct team members in a dynamic customer service environment.

Successful applicants must be able to demonstrate their ability to read, understand and apply legislation and undertake work to a high degree of attention to detail and accuracy. This will be used variously to manage and resolve complex queries from customers and stakeholders, respond to complex correspondence and enquiries with minimum supervision and ensure compliance with the ACT's tax laws, including through taxpayer engagement and education as well as compliance investigations and enforcement.

You will provide support in a business as usual capacity, management as well as contribute to the supervision and development of staff.

This is a unique opportunity to work in a fast paced and engaging environment and at the same time gain exposure to a wide variety of subject matters.

Chief Minister, Treasury and Economic Development Directorate (CMTEDD) support workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with a disability and those who identify as LGBTIQ are encouraged to apply.

*There are several permanent and temporary positions available.

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Eligibility/Other Requirements:

Note: There are several temporary and permanent positions available with temporary positions available for a period of up to 12 months with the possibility of permanency. Selection may be based on application and referee reports only. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please review the Position Description and submit a two-page pitch (maximum of 1,200 words) demonstrating your Skills and Experience to carry out the duties and responsibilities of the role. Applicants are also required to submit their curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Brett Wilesmith (02) 6205 0202 Brett.Wilesmith@act.gov.au

OIRWS

Work Safety Group

DAFT

Data and Analytics Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 61733)

Gazette Date: 04 August 2025

Closing Date: 25 August 2025

Details: Do you like to solve problems using data and analytics? Are you a Power BI guru? Do you like to work on a range of tasks and engage with different stakeholders? Look no further! This might be the position for you!

This is an opportunity for individuals who are interested in data and analytics in the areas of workplace health and safety, workers' compensation and self-insurance to join the Data, Analytics and Finance Team (DAFT) within the Work Safety Group (WSG) in the Chief Minister, Treasury and Economic Development Directorate (CMTEDD).

The Data and Analytics Officer is responsible for developing and curating datasets for analysis; and developing tools that facilitate better use of data and add value across a wide range of business processes. Duties also include providing a range of reporting and analytics services to other teams within the WSG, CMTEDD and other ACT Government Directorates and agencies as well as external stakeholders and partners. The successful candidate is expected to follow the principles of and support the delivery of a comprehensive data management framework.

This position may involve direct supervision of personnel.

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Eligibility/ Other Requirements:

Tertiary qualifications and/or equivalent relevant experience in actuarial studies, statistics, data science and other related discipline is highly desirable.

Proficiency in Microsoft Excel and Power BI including dataflows is highly desirable.

Experience in the areas of insurance, work health and safety, work-related injury management or workers' compensation would be an advantage.

Experience with contemporary data discovery tools such as Microsoft SQL, Python, SAS, R or equivalent would be an advantage.

Note: This is a temporary position available immediately up to the end of December 2025 with the possibility of extension and/or permanency. An order of merit may be established from this selection process and may be used

to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. Please note, this position is in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please provide:

A written response of no longer than two pages, addressing the Capabilities outlined in the Position Description document and describing why you would be a good fit for the role.

A copy of your current curriculum vitae.

You are welcome to provide copies of qualifications, certifications etc to support your application - subject to a limit of 10MB and 10 documents per application.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jonathan Feng (02) 6205 7387 Jonathan.Feng@act.gov.au

Policy and Cabinet

Cabinet, Assembly and Government Business

Various

Senior Coordination and Support Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 60562,Several)

Gazette Date: 01 August 2025

Closing Date: 08 August 2025

Details: A number of exciting and valuable opportunities are available in the Cabinet, Assembly and Government Business Branch as Senior Support Coordination and Support Officer. If you enjoy being at the forefront of government decision making and supporting important government business, including Cabinet matters and government business in the Legislative Assembly, this position will be of interest.

These roles are responsible for coordinating matters coming before Cabinet and the Legislative Assembly, as well as other government business priorities and supporting the integrity and good governance of Cabinet and Assembly business.

To undertake this role successfully, you will have an understanding of the ACT Government's Cabinet, Assembly and Government Business activities, good organisation and ability to work as part of small and highly flexible teams.

This diverse and interesting role leads a high functioning branch, who willingly support each other in meeting critical timeframes.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

This position requires a pre-employment medical.

This position required the successful applicant to either hold or be able to obtain a NV1 security clearance.

Note: This is a temporary position available 1 September 2025 with the possibility of extension up to 12 months and/or permanency.

How to Apply: Applicants should submit:

A two-page pitch (maximum) outlining their suitability for the position against the capability requirements in the Position Description.

A current curriculum vitae with details of at least two referees.

Please review the Position Description for details about the role and associated responsibilities, and feel free to contact us if you have questions.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kieran Ives (02) 6207 4104 Kieran.Ives@act.gov.au

Policy and Cabinet

Cabinet, Assembly and Government Business

Various

Assistant Director

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 53146,Several)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: A number of exciting and valuable Assistant Director opportunities are available in the Cabinet, Assembly and Government Business Branch. If you enjoy being at the forefront of government decision making and supporting important government business, including Cabinet matters and government business in the Legislative Assembly, this position will be of interest.

These roles are responsible for coordinating matters coming before Cabinet and the Legislative Assembly, as well as other government business priorities and supporting the integrity and good governance of Cabinet and Assembly business.

To undertake this role successfully, you will have an understanding of the ACT Government's Cabinet, Assembly and Government Business activities, good organisation and ability to work as part of small and highly flexible teams. This diverse and interesting role leads a high functioning branch, who willingly support each other in meeting critical timeframes.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

This position requires a pre-employment medical.

This position requires the successful applicant to either hold or be able to obtain a NV1 security clearance.

Note: This is a temporary position available 1 September 2025 with the possibility of extension up to 12 months and/or permanency.

How to Apply: Applicants should submit:

A two-page pitch (maximum) outlining their suitability for the position against the capability requirements in the Position Description.

A current curriculum vitae with details of at least two referees.

Please review the Position Description for details about the role and associated responsibilities, and feel free to contact us if you have questions.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kieran Ives (02) 6205 9095 Kieran.Ives@act.gov.au

Office of Industrial Relations and Workforce Strategy

Payroll Services

Payroll Operations

Payroll Team Supervisor

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 09690)

Gazetted: 06 August 2025

Closing Date: 13 August 2025

Details: The Payroll Services Branch are seeking experienced and skilled Payroll Team Supervisor to join our Education Pay Team.

As a Payroll Team Supervisor, you will lead a large team and be responsible for providing quality Support to your Payroll Management as well as your team members and colleagues within Payroll Services. Your primary tasks will be to:

Effectively manage and lead a team to administer payroll services and in delivering first class customer service to achieve business outcomes

Resolve complex payroll matters and the ability to identify areas that require escalation to senior management.

This includes a demonstrated ability to respond to customer enquiries in a clear and concise manner.

Maintain a high level of verbal and written interaction with customers in a professional, helpful manner to enhance the customer's experience.

Proactively monitor and manage productivity, and quality assurance processes of the team's output.

Additional responsibilities include interpreting and providing accurate and considered advice relating to legislation, Enterprise Agreements and policies for current payroll activities and practises.

The ideal candidate would be a highly motivated team player who demonstrates superior customer service skills and is comfortable working in a high-pressure environment with tight deadlines, with the ability to contribute to a positive and inclusive working environment. Knowledge of Education specific Enterprise Agreements and conditions would be advantageous.

If this sounds like you, please follow the instructions on how to apply for the role. We look forward to hearing from you.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Note: Please note, this position will be moving to a new workplace designed for activity-based working (ABW).

Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants should submit:

A written pitch, addressing the Professional/Technical Skills and Knowledge and the Behavioural Capabilities of no more than two A4 pages, outlining your skills and experience relevant to the role.

A current curriculum vitae.

Contact details of two referees.

Contact Officer: Sharyn Perrett (02) 6205 1570 Sharyn.Perrett@act.gov.au

Corporate

CMTEDD CIO Branch

Portfolio Director

Senior Officer Grade B \$146,705 - \$164,506, Canberra (PN: 10012)

Gazetted: 06 August 2025

Closing Date: 13 August 2025

Details: Are you looking to be a part of a team that is establishing itself as the change agents within CMTEDD and leading the Digital Transformation and Strategic ICT delivery? A team where you get to describe, challenge, pivot and design your ideas using modern toolkits and resources. Work with data, create BI and analytics dashboards, facilitate ideas using Agile and Lean tools like Lean Canvas, Value stream mappings and M.O.S.T or bring your own. In CMTEDD CIO Branch (CCB), the Portfolio Director plays a key role in the management team, contributing to the strategic direction of the branch, managing and coordinating day to day operational activities, and contributing to the implementation of investment appraisal and decision-making processes.

This role oversees the development and execution of a collection of programs, projects and related activities that implement and support the strategic digital intent of the directorate.

Through establishing and maintaining positive working relationships, the Portfolio Director will collaborate with stakeholders to develop and implement strategy and initiatives to enhance the management of directorate ICT governance, risks, and compliance activities.

The position works closely with delivery partners to monitor digital and ICT initiatives, change programs, and emerging technologies.

The role also contributes to the broader digital transformation efforts of CCB, as a service to staff within and across teams and business units.

If you are energetic, enterprising, enjoys building strong relationships and can manage work within a fast-paced environment then the CMTEDD CIO Branch is the right place for you.

It's an opportunity you will not want to miss.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Hear about CMTEDD from some of our staff.

Notes: This is a temporary position available immediately up to 18 February 2026 with the possibility of extension up to 12 months.

Please note, this position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

Selection may be based on application and referee reports only.

How to Apply: Please include the following;

A one-page pitch demonstrating your capability to meet the Skills, Knowledge and Behaviours outlined in the Position Description.

A current curriculum vitae and contact details for at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Adam MacLeod (02) 6205 4262 Adam.MacLeod@act.gov.au

Revenue Management Group

Executive Group Manager, Revenue Management

Executive Level 2.2 \$329,122 - \$340,787 depending on current superannuation arrangements, Canberra (PN: E1003)

Gazetted: 06 August 2025

Closing Date: 27 August 2025

Details: ACT Treasury, a stream of the Chief Minister, Treasury and Economic Development Directorate, is seeking an appropriately qualified person to fill the position of Executive Group Manager, Revenue Management Group. This successful applicant will also perform the function of Commissioner for ACT Revenue which is a statutory position appointed under the Tax Administration Act 1999.

As Executive Group Manager, Revenue Management Group, you will lead and:

Discharge the statutory responsibilities, with the highest integrity, of Commissioner for ACT Revenue as per the Taxation Administration Act 1999.

Ensure the efficient management and effective delivery of all responsibilities of the Revenue Management Group, that includes the ACT Revenue Office, ACT Rental Bonds Office, and the ACT Valuation Office:

Leadership to the staff of the Revenue Management Group, instilling a positive culture by modelling the ACT Public Service values of respect, integrity, collaboration, and innovation.

Contribute, as one of the Treasury senior executive team, to the leadership and management of the ERIPPS Group, the Treasury stream, and CMTEDD more broadly.

The role reports directly to the Deputy Under Treasurer, Economic Revenue, Insurance and Coordinator General for Housing.

Applicants require an aptitude for delivering and implementing taxation administration and regulatory functions, financial management processes and decision-making, together with outstanding leadership and wider resource management expertise. You should have a strong focus on results and be experienced in maintaining effective working relationships with stakeholders. An understanding of Cabinet processes is also desirable.

Eligibility/Other Requirements: Relevant tertiary qualifications are expected.

Remuneration: The position attracts a remuneration package ranging from \$329,122 - \$340,787 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$291,627.

Contract: The successful applicant will be engaged under a performance-based long-term contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

To apply: Interested candidates are requested to submit a two-page application addressing the ACT Public Service Executive Capabilities, outlining relevant skills and experience, as well as a current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Mitch Pirie 0403 640 896 Mitch.pirie@act.gov.au

City and Environment

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Access Canberra

Head of Access Canberra, City and Environment Directorate

N/A

Executive Assistant

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 46798)

Gazette Date: 31 July 2025

Closing Date: 07 August 2025

Details: Would you like to experience what it is like working directly to the Head of Access Canberra? Here is your opportunity!

We are looking to backfill the Access Canberra Executive Assistant (EA) role (ASO6 PN 46798) from 21 August 2025 to 30 April 2026 while the nominal occupant takes leave.

In this role, you would work closely with the Executive Officer (EO) to support the Head of Access Canberra to lead a busy, challenging and high-profile organisation that delivers a range of regulatory functions and government services.

With every day being different from the last, the EA responsibilities are diverse and include high-level diary and email management, coordination of meetings and papers, efficiently track and support within a fast-paced environment.

The successful candidate will:

- Have proven experience in executive support or office management
- Be a team player and able to work independently.
- Be proactive, flexible and solution focused.
- Be organised and able to prioritise and multitask.
- Have proficiency in Microsoft Office and other business systems
- Understand and work within the ACTPS Code of Conduct and ACTPS values of respect, integrity, collaboration and innovation, and model behaviour consistent with the ACTPS Respect Equity and Diversity framework.

This role also has a critical role in developing, mentoring and supporting other executive assistants within Access Canberra, and supports the work of the Executive Officer and Directorate Liaison Officer to achieve positive outcomes for Access Canberra.

For more information about the role, please refer to the attached Position Description.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Eligibility/Other Requirements: Experience in providing high level executive support is highly desirable.

Notes: This is a temporary position available 21 August 2025 to 30 April 2026 with the possibility of extension up to 12 months.

The successful applicant may be selected based on application only.

A merit pool will be established from this process to fill similar temporary vacancies over the next 12 months.

This position is in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk. This role provides a combination of office-based work (primarily based in Woden and Dickson) and working from home (if desired).

How to Apply: To apply, please submit a pitch of no more than one page addressing the Selection Criteria outlined in the Position Description and including contact details of two referees, and a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Alexis Kooyman Alexis.Kooyman@act.gov.au (02) 6207 7291

Environment, Heritage and Parks

Office of the EGM

Office of the Conservator of Flora and Fauna

Conservation Officer - Ecologist

Professional Officer Class 2 \$100,650 - \$114,448, Canberra (PN: 64247)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: The Office of the Conservator of Flora and Fauna has an exciting opportunity for an experienced ecologist to join our team for approximately 10 months, to fill an expected vacancy! We're a small team within the Environment, Heritage and Water (EHW) Division of the City and Environment Directorate (CED) who are passionate about protecting, conserving and enhancing Canberra's significant ecological values and biodiversity. The main functions of the team are to develop advice for the Conservator on matters that may impact biodiversity and the conservation estate in the ACT, prepare advice on environmental assessments and development applications to the ACT Planning Authority; and assist in the administration of a range of Conservator functions under legislation.

Under limited direction from the Conservator Liaison and Senior Conservation Officer, your role will be to:

- Review and assessment of proposed development, with a focus on provision of advice on Biodiversity Sensitive Urban Design Guide design response forms.

- Provide close liaison across the EHW Division to ensure development and environmental impact advice and decisions are consistent with ecological and environmental land management objectives of the ACT Government.
- Collate and represent scientific advice from across the EHW Division on potential ecological impacts due to development and land management activities.
- Undertake site inspections in locations where impacting activities are proposed, or have been undertaken and provide advice on outcomes to the Conservator.
- Represent the Conservator at meetings and workshops with community, business, industry and government stakeholders.

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Eligibility/Other Requirements:

Highly Desirable:

- Relevant Tertiary qualifications in environmental science, civil engineering or related field.
- Certificate IV in Government Investigations or willingness to obtain.
- A current manual driver's license.
- Willingness to undertake field work, work independently in remote locations and in adverse weather conditions.

Notes: This is a temporary position available from 08 September 2025 until 30 June 2026 with the possibility of extension up to 12 months.

An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

Opportunities for flexible working options could include hybrid working, being a combination of working from home, designated office based and FlexiSpace working locations across the ACT, part-time hours, job-sharing, flexible start, and finish times.

How to Apply:

- A pitch of maximum two pages addressing your suitability for the role and addressing the skills, behaviour and knowledge areas listed, and
- A current curriculum vitae that includes contact details of two referees.
- Extra points may be awarded for sneaky puns or dad jokes, or particularly impressive field research selfies with cool critters.

Applications should be submitted via the Apply Now button below.

Contact Officer: Karen Taylor Karen.Taylor@act.gov.au (02) 6205 4668

Planning and Urban Policy

Strategic Planning and Policy

Territory Plan

Policy Officer

Administrative Services Officer Class 5 \$93,784 - \$98,967, Canberra (PN: 00291)

Gazette Date: 04 August 2025

Closing Date: 18 August 2025

Details: The Planning and Urban Policy Division supports the Government's ambition for Canberra to be a city for the people that continues to be a city in the landscape. Together with the community and other Government agencies, we support this vision through policy and strategies that make Canberra a sustainable, competitive and equitable city that is responsive to the future and resilient to change.

In this role you will support urban design, strategic planning and policy projects across the Directorate and Territory as priorities evolve. This could include strategic land use planning and zoning, identifying best locations for future major infrastructure, and investigating new broadacre greenfields areas for future development potential while balancing environmental, cultural and heritage considerations.

Planning Officers in the Division also play a key part in supporting the delivery of a range of actions and initiatives as outlined in the District Strategies 2023, the Planning Strategy 2018 and the City Plan 2023, and key reforms to improve urban design outcomes and the ACT's building regulatory system. We are seeking people who will think strategically, collaborate with others in providing creative and robust advice and who are proactive in leading tasks and people.

Our teams, in no particular order, are:

- Strategic Planning Policy is responsible for leading strategic planning and land use policies, advice and programs.
- Strategic Planning Projects is responsible for the delivery of planning projects that support key government priorities.
- Territory Plan and Coordination is responsible for administration of the Territory Plan and supporting documents, and preparation and coordination of planning advice across the Division.
- Design Policy and Government Architect is responsible for development of urban design policy, including design guides, providing urban design advice for planning projects with the division, the delivery of the National Capital Design Review Panel, supporting the role of the Government Architect and providing design services within the Division.
- Building Policy and Reform is responsible for the administration of and policy development for the ACT's building and construction regulatory system, including regulatory reform.
- Consumer Protection Policy is responsible for the development of planning and development policy and projects, including legislative reform which focusses on community and consumer protection.
- Buildings Performance Policy is responsible for policy development for affordable, sustainable, net-zero buildings, including energy performance and supply chain decarbonisation. The team also contributes to the national reform agenda.

As a Planning Officer in the Planning and Urban Policy Division you will be working in a multi-disciplinary environment that may include:

- Administering the Territory Plan; and/or
- Development and delivery of strategic planning and urban design policies, projects, and programs to facilitate land use and built form that is well planned, sustainable, and responsive to the strategic directions set by the ACT Government; and/or
- Development and delivery of building policy and reform projects that contribute to improving the ACT's building regulatory system and building quality.
- Mentoring and supervising lower level officers.

Eligibility/Other Requirements:

Highly Desirable:

- Tertiary qualifications and/or relevant industry/professional experience in town/urban planning, urban policy, architecture, landscape architecture, urban design, environmental planning, building regulation and policy, unit titles or a related field.
- Visa holders are eligible to apply for both permanent and temporary roles. Those with eligible visas may be considered for permanent employment, while individuals with temporary residency or limited-duration visas may be offered permanent employment for the duration of their visas.
- This position does not require a Working with Vulnerable People Check.

Notes: This is a temporary position available immediately for a period of six months with the possibility of extension up to 12 months and/or permanency.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applicants are required to submit a two-page (maximum) pitch, font size minimum 10 point, providing concise evidence of your skills, knowledge and behaviours against the duties and the ACTPS Shared Capability Framework.

Your suitability for this position will be assessed based on your skills, knowledge and behaviour in relation to the duties/responsibilities and in relation to the team you will work within.

Please refer to the advertising materials for information on how to apply.

Applications should be submitted via the Apply Now button below.

Contact Officer: Brad Maxwell Brad.Maxwell@act.gov.au (02) 6205 7670

Access Canberra

Construction and Planning Regulation

Rapid Regulatory Response Team

Assistant Director, Rapid Regulatory Response Team

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 49697)

Gazette Date: 04 August 2025

Closing Date: 11 August 2025

Details: The Rapid Regulatory Response Team (RRRT) is within the Construction and Planning Regulation Branch of Access Canberra. The team is responsible for conducting investigations in relation to building and planning

breaches under the Building Act 2004, the Planning Act 2023 and the Construction Occupations (Licensing) Act 2004. We have an exciting vacancy for a suitably skilled professional to temporarily fill the role of Assistant Director within the RRRT. In this role you will use your regulatory skills and knowledge to carefully investigate and assess compliance within the building and planning industries to ensure quality works and to safeguard the ACT community.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Notes: This is a temporary position available immediately for a period of six months with the possibility of extension up to 12 months.

A merit pool will be established from this selection process and used to fill vacancies over the next 12 months.

Selection may be based on application and referee reports only

How to Apply: Please provide a written response of no more than two pages, include your curriculum vitae and any relevant qualifications.

Applications should be submitted via the Apply Now button below.

Contact Officer: Sarah Towers Sarah.Towers@act.gov.au (02) 6205 1923

ACT NoWaste

Waste Education and Partnerships

Senior Engagement and Project Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 51410)

Gazette Date: 05 August 2025

Closing Date: 19 August 2025

Details:

Are you well organised, motivated and experienced in community education or engagement?

ACT NoWaste is looking for a Senior Engagement and Project Officer in the Waste Education and Partnerships team to deliver a range of waste education and behaviour change activities.

The role will include:

- Leading waste education and engagement activities with the community including presentations, events, tours, community outreach and stakeholder liaison.
- Developing resources and education activities that support waste avoidance, improved resource recovery and better recycling outcomes in the ACT.
- Applying high quality customer service to community, stakeholders and industry for a diverse range of programs.
- Assisting with the management and administration of databases, budgets, and customer channels.

If you love being in a public-facing community role where you have the opportunity to make a difference, then this role could be for you!

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

- This position is required to work in a public-facing role in the ACT.
- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra (act.gov.au)

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

Please note, this position will be in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

Opportunities for flexible working options could include hybrid working, being a combination of working from home, designated office based and FlexiSpace working locations across the ACT, part-time hours, job-sharing,

flexible start, and finish times.

How to Apply: To apply for this role, provide a two-page submission addressing the Selection Criteria and specifics of the role, a copy of your curriculum vitae and contact details of two referees. Applications should be written in minimum 10-point font size.

Applications should be submitted via the Apply Now button below.

Contact Officer: Dannielle Greed Dannielle.Greed@act.gov.au (02) 6207 2334

Access Canberra

Software Test Officer

Administrative Services Officer Class 4 \$84,901 - \$91,501, Canberra (PN: 04373)

Gazette Date: 01 August 2025

Closing Date: 08 August 2025

Details: Access Canberra's Digital Design and Delivery team is seeking a detail-oriented, organised and motivated Software Test Officer to provide software testing services, ensuring our systems are fit for purpose, support legislative processes, and meet our customers' needs.

This is an exciting opportunity to be part of a dynamic team environment contributing to the delivery of projects which make it easy for the ACT community to access and use ACT government services and information. This role will directly contribute to enhancing the liveability of the city and the region in which we live.

The Digital Design and Delivery team is responsible for managing the program of works associate with maintaining a range of digital capabilities and systems enabling the ongoing evolution of services provided by Access Canberra. As a Software Test Officer in the team, you would play a vital role in achieving high-quality results in a software development environment, ensuring the system changes are ready for production.

Eligibility/Other Requirements:

Relevant qualifications and/or experience in software testing in Government are highly desirable. Experience and professional qualifications checks may be undertaken prior to employment.

Knowledge of testing in enterprise licensing and registration systems, Salesforce and MuleSoft are highly desirable.

Note: This is a temporary position available immediately until 30 June 2026 with the possibility of extension and/or permanency. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Selection may be based on application and referee reports only. Opportunities for flexible working options could include hybrid working, being a combination of working from home, designated office based and FlexiSpace working locations across the ACT, part-time hours, job-sharing, flexible start, and finish times.

How to Apply: Please submit:

A written pitch of no more than two pages, providing evidence of your suitability for the role. Include specific examples of your experience, including details of the context, actions you took and specific outcomes you achieved. Refer to the Position Description for further details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Sue Galinec Sue.Galinec@act.gov.au

Access Canberra

Construction and Planning Regulation

Construction and Planning Investigations Team

Building Investigator – Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 20062)

Gazette Date: 04 August 2025

Closing Date: 25 August 2025

Details: Do you want to help make Canberra a better place to live? Do you want to help improve the quality of building in the ACT? This might be the opportunity for you.

As a member of the Construction and Planning Investigations Team, you will operate with a high degree of integrity to undertake complex investigations relating to complaints under the Building Act 2004, the Planning Act 2023 and the Construction Occupations (Licensing) Act 2004.

Our ideal candidate will be motivated and independent, able to think strategically and apply a risk-based approach to managing investigations and promoting compliance. You will show initiative when undertaking investigations, enforcement action and building inspections. You will have excellent attention to detail and the ability to liaise with internal and external stakeholders. You will have a great team to work with and support you in one of the most diverse and interesting agencies in the ACT Government.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/ Other Requirements:

Mandatory: A current C Class Driver's Licence

Highly desirable: A qualification under the Australian Qualifications Framework that is a Cert IV or higher in Government Investigations, Regulatory Compliance or similar.

Note: There is one permanent position available. Current and former ADF members are encouraged to apply. The team works flexibly from a combination of Woden, working from home, and FlexiSpace locations. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Your suitability for this position will be assessed based on your skills, knowledge and behaviour in relation to the duties and responsibilities listed in the Position Description. Please attach the following to your application.

1. A current curriculum vitae
2. Names and contact details of two professional referees (one of whom is a current or very recent supervisor)
3. A written pitch of no more than two pages, demonstrating your suitability for the role. Include specific examples of your experience, with details of the context, actions you took and the outcomes you achieved.

Contact Officer: Ellen Collins (02) 6205 9643 Ellen.Collins@act.gov.au

Transport Canberra and Business Services

Bus Operations

Belconnen Depot

Customer Service Manager, Administrative Services Officer Class 6, \$100,650 - \$114,448, Canberra (PN: A20042)

Gazette Date: 31 July 2025

Closing Date: 14 August 2025

Details:

Details: Are you driven by passion for outstanding customer service and making a meaningful impact in your community? Transport Canberra is calling on an enthusiastic, people focused professional to join our team at the Belconnen Depot as a Customer Service Manager.

In this pivotal role, you'll be the heartbeat of our customer experience – building trusted relationships with internal teams and the wider community, including local schools. You'll guide and support our drivers, providing coaching around customer interactions and escalating serious concerns to senior managers. Your insights will shape high-level reporting on conflict resolution, vandalism, graffiti, and maintenance issues, helping us create a safer, more welcoming transport environment.

We're looking for someone who's:

- Exceptionally organised and detail-oriented
- A natural collaborator who thrives in a team setting
- Skilled at building strong, respectful relationships
- Committed to fostering a positive and inclusive workplace culture

If you're ready to be a champion for customer service excellence, we'd love to hear from you!

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

- Drivers licence C class is essential.
- This position does require a pre-employment medical.

- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra
- Visa holders are eligible to apply for both permanent and temporary roles. Those with eligible visas may be considered for permanent employment, while individuals with temporary residency or limited-duration visas may be offered permanent employment for the duration of their visas.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Please address the five points listed under the 'Selection Criteria' section in the Position Description in no more than 350 words per criterion. Please also provide a current resume outlining your work history in chronological order including the contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nicolaas Cilliers on Nicolaas.Cilliers@act.gov.au or (02) 6213 3315

Corporate Services and Operations

Government Services

Assistant Director, Senior Officer Grade C, \$125,344 - \$134,527 Canberra (PN: 67265)

Gazette Date: 31 July 2025

Closing Date: 7 August 2025

Details: The City and Environment Directorate are seeking applications for a highly capable and driven assistant director to join our Government Services team. This is a pivotal role supporting the Directorate's engagement with Ministers, Cabinet, and the Legislative Assembly, and ensuring the delivery of high-quality advice and coordination across government processes.

As an assistant director within the team, you will play a key role in managing complex and sensitive government business. You will lead initiatives that support Cabinet and Assembly processes, ministerial engagement, and executive correspondence, while ensuring the Directorate's advice and briefings are timely, coherent, and of the highest quality.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Eligibility/Other Requirements: Experience in the use of Objective is highly desirable

Note: This is a temporary position available immediately until 30 June 2026 with the possibility of extension and/or permanency. Selection may be based on application and referee reports only. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applications are sought from potential candidates and should include:

- Supporting statement that addresses each Selection Criteria (maximum 350 words per criteria)
- Curriculum vitae
- Contact Details of at least two referees

Applications should be submitted via the Apply Now button below.

Contact Officer: Sarah Bourne on Sarah.Bourne@act.gov.au or (02) 6207 5495

Planning and Urban Policy

Strategic Planning and Policy

Territory Plan

Senior Policy Officer, Administrative services Officer Class 6, \$100,650 - \$114,448, Canberra (PN: 15429)

Gazette Date: 1 August 2025

Closing Date: 15 August 2025

Details: The Planning and Urban Policy Division supports the Government's ambition for Canberra to be a city for the people that continues to be a city in the landscape. Together with the community and other Government agencies, we support this vision through policy and strategies that make Canberra a sustainable, competitive and equitable city that is responsive to the future and resilient to change.

Our teams, in no particular order, are:

- Strategic Planning Policy is responsible for leading strategic planning and land use policies, advice and programs.

- Strategic Planning Projects is responsible for the delivery of planning projects that support key government priorities.
- Territory Plan and Coordination is responsible for administration of the Territory Plan and supporting documents, and preparation and coordination of planning advice across the Division.
- Design Policy and Government Architect is responsible for development of urban design policy, including design guides, providing urban design advice for planning projects with the division, the delivery of the National Capital Design Review Panel, supporting the role of the Government Architect and providing design services within the Division.
- Building Policy and Reform is responsible for the administration of and policy development for the ACT's building and construction regulatory system, including regulatory reform.
- Consumer Protection Policy is responsible for the development of planning and development policy and projects, including legislative reform which focusses on community and consumer protection.
- Buildings Performance Policy is responsible for policy development for affordable, sustainable, net-zero buildings, including energy performance and supply chain decarbonisation. The team also contributes to the national reform agenda.

In this role you will support urban design, strategic planning and policy projects across the Directorate and Territory as priorities evolve. This could include strategic land use planning and zoning, identifying best locations for future major infrastructure, and investigating new broadacre greenfields areas for future development potential while balancing environmental, cultural and heritage considerations.

Senior Policy Officers in the Division also play a key part in delivering a range of actions and initiatives as outlined in the District Strategies 2023, the Planning Strategy 2018 and the City Plan 2023, and key reforms to improve urban design outcomes and the ACT's building regulatory system. We are seeking people who will think strategically, collaborate with others in providing creative and robust advice and who are proactive in leading tasks and people.

This will fill an immediate vacancy in the Strategic Planning Projects team which has the possibility of extension and/or permanency. This may also be used to fill other temporary or permanent vacancies within the Planning and Urban Policy Division.

As a Senior Policy Officer in the Planning and Urban Policy Division you will be working in a multi-disciplinary environment that may include:

- administering the Territory Plan; and/or
- development and delivery of strategic planning and urban design policies, projects, and programs to facilitate land use and built form that is well planned, sustainable, and responsive to the strategic directions set by the ACT Government; and/or
- development and delivery of building policy and reform projects that contribute to improving the ACT's building regulatory system and building quality.
- mentoring and supervising lower-level officers.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

Highly Desirable:

- Tertiary qualifications and/or relevant industry/professional experience in town/urban planning, urban policy, architecture, landscape architecture, urban design, environmental planning, building regulation and policy, unit titles or a related field.
- Visa holders are eligible to apply for both permanent and temporary roles. Those with eligible visas may be considered for permanent employment, while individuals with temporary residency or limited-duration visas may be offered permanent employment for the duration of their visas.
- This position does not require a Working with Vulnerable People Check.

Note: This is a temporary position available immediately for a period of six months with the possibility of extension up to 12 months and/or permanency. This may also be used to fill other temporary or permanent vacancies within the Planning and Urban Policy Division.

How to Apply: Applicants are required to submit a two-page (maximum) pitch, font size minimum 10 point, providing concise evidence of your Skills, Knowledge and Behaviours against the duties and the ACTPS Shared Capability Framework.

Your suitability for this position will be assessed based on your Skills, Knowledge and Behaviour in relation to the duties/responsibilities and in relation to the team you will work within.

Please refer to the advertising materials for information on how to apply.

Applications should be submitted via the Apply Now button below.

Contact Officer: Brad Maxwell on Brad.Maxwell@act.gov.au or (02) 6205 7670

Transport Canberra and Business Services

Domestic Animal Services

Domestic Animal Services

Senior Policy Officer - Animal Welfare – Administrative Services Officer 6, \$100,650 - \$114,448, Canberra (PN: 17392)

Gazette Date: 4 August 2025

Closing Date: 1 September 2025

Details: Based at the Domestic Animal Services facility in Symonston, the Senior Policy Officer for Animal Welfare is a policy professional responsible for leading the development, implementation, and continuous improvement of animal welfare policy and regulation in the ACT. The role plays a central part in advancing strategic initiatives such as the ACT's Animal Management and Welfare Strategy, ACT Cat Plan, and Canberra Dog Model, while supporting the enforcement of the Animal Welfare Act 1992.

A key focus of the role is regulating animal welfare licences and permits, including coordinating and conducting inspections and compliance checks of pet businesses and other licensees to ensure adherence to relevant Animal Welfare Codes of Practice. The position also leads the processing of animal welfare permits and licences, ensuring regulatory integrity and consistency.

The role provides high-level policy and regulatory support to the Animal Welfare Authority contributing to legislative reform and operational delivery under the Act. It also plays a vital role in supporting the Animal Welfare Advisory Committee (AWAC), contributing to its work program by drafting Codes of Practice, preparing reports and ministerial briefs, and facilitating informed, evidence-based advice to government.

This position requires strong policy expertise, analytical capability, and stakeholder engagement skills, and operates with a high degree of autonomy in a dynamic and sensitive regulatory environment.

While flexible working options are available, it is essential that the role maintains a presence at the facility in line with our hybrid working model.

This position is appointed as an Inspector under the Animal Welfare Act 1992. This position does not involve direct supervision of staff and is expected to operate with a high degree of autonomy.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants must address each selection criteria (up to 350 words per criteria). Please take into consideration the "Duties/Responsibilities" section when addressing how you have demonstrated the selection criteria. Applicants must also supply a current curriculum vitae and contact details of two references.

Applications should be submitted via the Apply Now button below.

Contact Officer: Louise Claveria on louise.claveria@act.gov.au or 0466 589 667

Policy, Partnerships and Programs

Health Policy and Strategy

Community Support & Chronic Conditions Unit

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 63844)

Gazetted: 05 August 2025

Closing Date: 19 August 2025

Details: The Community Support & Chronic Conditions Unit has responsibility for managing the Community Assistance and Temporary Support (CATS) Program and contract management of women and children related Service Funding Agreements.

The Administrative Services Officer ASO6 role supports delivery of this Program and contract management through providing secretariat support, managing delivering of a communications plan, responding to queries and other contract management tasks.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Notes: This is a temporary position available immediately for a period of 12 months.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

Selection may be based on application and referee reports only.

How to Apply: To apply for this position please provide;

A written statement of no more than two pages addressing items listed under 'What You Require' in the Position Description.

A curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Amanda Day (02) 6207 9393 Amanda.Day@act.gov.au

Corporate Services and Operations

People and Capability Branch

Safety and Wellbeing

Assistant Director, Work Health and Safety

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 41726)

Gazetted: 06 August 2025

Closing Date: 21 August 2025

Details: Are you a proactive, team-oriented individual with excellent workplace safety performance and communication skills? If so, we have an exciting opportunity for you!

About the Role: The position of Assistant Director, Work Health and Safety sits in the People and Capability Branch. As the Assistant Director, you will be a key player in ensuring our organisation's compliance with work health and safety legislative and regulatory frameworks. Your role will involve: the following;

- Managing and promoting adherence to the work health and safety management system including policies and procedures
- Leading incident investigations
- Collaborating with other work health and safety teams across the organisation to improve safety management and be part of a change management program
- Providing guidance and support to team members, HSR's, workers and managers.

Why Join Us?

- Impactful Work: Play a crucial role in maintaining a safe and healthy work environment
- Collaborative Culture: Work closely with diverse teams and leaders
- Professional Growth: Delivering on work health and safety in both strategic and operational environments ranging from office to parks and conservation environments.

If you are driven, initiative-taking, and ready to make a difference, then apply now and be part of a team dedicated to providing excellence in work health and safety.

Eligibility/Other Requirements:

Highly Desirable Skills:

- Tertiary qualifications such as Diploma or Certificate IV of Work Health and Safety
- Lead incident investigator training e.g., ICAM or equivalent
- Internal Auditor Training (ISO 19011:2018)
- Experience with hazardous chemicals and chemical management systems
- ChemCert, Asbestos Awareness, Crystalline Silica Exposure Prevention Certification
- Possession of a current 'C' class motor vehicle license

Notes: This is a temporary position available immediately until 31 May 2026 with the possibility of extension up to 12 months and/or permanency.

Selection may be based on application and referee reports only.

This position will be located in a workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: To apply, please submit the following;

- A two-page pitch outlining your skills, experience, and suitability for the role against the Selection Criteria in the Position Description
- An up-to-date curriculum vitae
- Contact details for at least two referees, including one current supervisor.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jason Feldner (02) 6205 5612 Jason.Feldner@act.gov.au

Chief Operating Officer

Finance

External Budgets and Reporting

Assistant Director, External Budgets and Reporting

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 36522)

Gazetted: 06 August 2025

Closing Date: 21 August 2025

Details: This position is part of a small and dynamic team reporting to the Director, External Budgets and Reporting. The position plays a key role in managing the Directorate's external and internal budgets, including coordination of the budget process, and development of external budgets. The occupant of the position will have the opportunity to coordinate Directorate's performance reporting, manage cash and appropriations, undertake reviews of Directorate's financial delegations and provide training and advice as required.

Eligibility/Other Requirements:

Experience in using complex spreadsheets and budgeting systems such as TM1 and GBMS.

Tertiary qualifications in commerce and accounting along with professional membership of CPA/CA or comparable bodies preferable.

Notes: This is a temporary position available from 01 September 2025 to 01 May 2026 with the possibility of extension up to 12 months.

An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

Selection may be based on application and referee reports only.

How to Apply: Applicants should address the Selection Criteria (capabilities) in a two page 'pitch style' response with a tailored curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nada Kos (02) 6207 7237 Nada.Kos@act.gov.au

Transport Canberra and Business Services

Planning & Delivery

Fleet

Vehicle Cleaner Fueller

EGSO4.2 - Workshop Staff \$85,044, Canberra (PN: 10941, several)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: Transport Canberra is seeking enthusiastic and highly motivated candidates to join our casual Cleaner Vehicle Fueller team. Experience in industrial or automotive cleaning industry is desirable but not essential. Working to rotating rostered shifts, from early morning to late at night including regular weekend rostered overtime, the successful applicants will be required to perform duties associated with the daily cleaning, fuelling and detailing of Transport Canberra's bus fleet. The successful applicants will be able to maintain a high degree of reliability and consistency in following cleaning procedures and be able to work under limited supervision. This position is required to work under time pressure and is exposed to temperature and weather changes throughout the year.

These positions are generic across the Transport Canberra's Fleet Services team and applicants may be required to rotate within Transport Canberra to any designated location as directed.

To be successful in this position you will:

Have basic understanding of cleaning and fuelling duties and the ability to follow procedures in a reliable and consistent manner.

Have the ability to be self-motivated and have a 'hands on' approach.

Follow work health and safety procedures diligently. Take responsibility for your own safety and the safety of those around you.

Eligibility/Other Requirements:

Visa holders are eligible to apply for both permanent and temporary roles. Those with eligible visas may be considered for permanent employment, while individuals with temporary residency or limited-duration visas may be offered permanent employment for the duration of their visas.

Individuals on visas with Australian working rights are eligible to apply for temporary non-ongoing roles.

A pre-employment criminal history check will be conducted.

This position does require a pre-employment medical.

Drivers Licence (C-class) is mandatory, with the ability to obtain a Transport Canberra Yard Licence.

Work rostered shifts, from early morning to late at night including regular weekend rostered overtime.

Notes: This is a casual position with the possibility of permanency. The full-time salary noted above will be paid pro-rata.

A merit pool will be established from this selection process and may be used to fill identical future vacancies over the next 12 months. Successful applicants will be required to undertake a range of pre-employment assessment activities to determine their suitability to the position.

How to Apply:

Applicants are to submit a maximum of two pages addressing the five points listed under the selection criteria of the position description.

A current curriculum vitae including details of work history and professional qualifications.

Contact details of two referees.

Applications should be submitted via the Apply Now button below.

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Contact Officer: James Corbett (02) 6207 7641 James.Corbett@act.gov.au

Digital Canberra

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Director-General

Temporary Vacancy (13 September 2025 to 6 October 2025)

Digital Canberra

Position: E1399

(Remuneration equivalent to Executive Level 3.4)

Circulated to: ACTPS Band 3 and 4 Executive List

Date circulated: 6 August 2025

The Head of Service is seeking Expressions of Interest to fill the role of Director-General, Digital Canberra.

As the Director-General you will progress the establishment of Digital Canberra through the amalgamation of through the amalgamation of Digital, Data and Technology Solutions (DDTS) and Digital Solutions Division (DSD).

The establishment of Digital Canberra reflects the importance of technology and data capability in government, with the directorate's focus being on digital and information technology services and the delivery of large-scale digital projects.

Note: Selection may be based on written application and referee reports only and is open to current ACTPS employees.

Remuneration: The position attracts a remuneration package ranging from \$444,628 - \$460,418 per annum depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$394,757.

To apply: Please submit an EOI of no more than one page to Kathy Leigh via email, kathy.leigh@act.gov.au by COB Wednesday 13 August 2025.

Contact Officer: Kathy Leigh (02) 6207 5990 kathy.leigh@act.gov.au

**Executive Branch Manager, Data, AI and Digital Records
Temporary Vacancy (18 August 2025 until 19 September 2025)**

Digital Canberra

Customer, Data and Technology

Position: E1081

(Remuneration equivalent to Executive Level 1.3)

Circulated to: ACTPS Band 1 Executive List, ACTPS SOGA, iCBR Infrastructure Managers

Date circulated: 6 August 2025

Digital Canberra is looking for an experienced manager to lead the DAIDR Branch for the period 18 August to 19 September 2025.

Reporting to the Executive Group Manager CDT, the Executive Branch Manager for DAIDR is a member of the Executive Leadership Team of Digital Canberra. DAIDR works with colleagues across the ACT Government and at national level to maximise the value of data and digital information safely and securely, leveraging data and information as assets to strengthen our evidence-informed policy, regulatory and service delivery capabilities, and the overall management of our public service operations.

To be successful you will have a high level of leadership and communication skills and a proven capacity to work collaboratively, build strategic relationships and experience in a complex technology service delivery environment.

Note: Selection may be based on written application and referee reports only and is open to current ACTPS employees.

Remuneration: The position attracts a remuneration package ranging from \$271,248 - \$280,847 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$239,954.

To apply: Interested applicants are requested to submit an EOI of no more than one page addressing the attached selection documents, a current curriculum vitae and contact details for two referees to Rishi Dutta, Rishi.Dutta@act.gov.au by COB Tuesday 12 August 2025.

Contact Officer: Rishi Dutta (02) 6207 6489 Rishi.Dutta@act.gov.au

Digital Data and Technology Solutions

Cyber Security Centre

Cyber Project Lead

Senior Information Technology Officer Grade B \$146,705 - \$164,506, Canberra (PN: 69626)

Gazetted: 06 August 2025

Closing Date: 21 August 2025

Details: Do you want to enrich your community by providing digital government services that are so easy, they just happen? That's what Digital Canberra is here to do. We deliver and support digital government services that are easy to access, save time, and are safe to use.

Digital Canberra is seeking an enthusiastic Cyber Security professional to lead and deliver Cyber Security outcomes across a range of project initiatives.

This role requires deep expertise in designing and implementing secure systems, guiding cyber security enhancements, and embedding security principles into system architecture. The successful candidate will work across project and operational teams on implementation of tools and processes to support the uplift of cyber maturity across the organisation.

Experience with one of more of the following technologies is highly desirable:

Microsoft Office 365

Azure / AWS Cloud Technologies

Microsoft Server Operating Systems and related infrastructure

Microsoft SQL Server

Microsoft IIS, Azure WebApps

Microsoft Systems Centre Operations Manager (SCOM)

VMware vSphere ESX including vCenter

Commvault Data Protection Suite

Network Attached Storage (NAS) and Storage Area Network (SAN)

Networking, including Azure Networking and Network segmentation

At Digital Canberra, we offer a rewarding government career that has a direct, positive impact on your neighbourhood. You may be strategic, helping us lead technology investment decisions to build a genuinely connected Canberra. Or you may enjoy the hands-on satisfaction of working with the latest technology to keep our hospitals, schools, and government running. At Digital Canberra, you will make a difference!

As part of the ACT Public Service (ACTPS), Digital Canberra offers some of the best hybrid and flexible working arrangements in Australia. Flexible working in the ACTPS means we provide the opportunity to work remotely (from home) or from a choice of office locations around Canberra, although the exact arrangements will be discussed with your hiring manager, based on operational needs.

Canberra is Australia's capital – a welcoming, unique city with a quality of life that many cities aspire to. It's the perfect place to raise children, take advantage of world-class cultural institutions, and enjoy the great outdoors. Canberra is primed for technology evolution. As a young and growing city, the shape of our community and our digital government services will continue to change.

Just like our city, Digital Canberra is inclusive. Our work spans many technology disciplines, and our workforce is culturally and linguistically diverse. We welcome candidates who have the right to work in Australia, which may include temporary and permanent visa holders (subject to your visa conditions and security clearance restrictions).

Eligibility/Other Requirements: The incumbent of this position is to hold or obtain and maintain an additional employment screening Personnel Vetting Program certificate. The Personnel Vetting Program (PVP) is currently self-administered by Chief Minister, Treasury and Economic Development Directorate (CMTEDD) and Digital Canberra (DCBR) and is inclusive of individuals with ACT Government employment eligibility.

Notes: This is a temporary position available immediately until 30 Jun 2027 with the possibility of permanency. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Refer to the Position Description for further information about this role. You may wish to speak to the listed Contact Officer if you have any queries once you have reviewed the Position Description.

Submit a copy of your curriculum vitae and a response of no more than two pages, outlining how your experience makes you the perfect candidate (addressing the 'What you require' section in the Position Description). In your pitch, be sure to outline how you believe your experiences are transferable to be effective in the advertised role. Include specific examples of your experience, including the context, actions you took, and the outcomes you achieved.

Applications should be submitted via the Apply Now button below.

Contact Officer: Julian Valtas (02) 6207 1008 Julian.Valtas@act.gov.au

Division: Digital Solutions Division

Branch: Future Capability

Section: BI and Data Hub

Director, Data Products and Support Senior Information Technology Officer Grade B \$146,705 - \$164,506, Canberra (PN: 43249)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: The Director of Data Products and Support is a key leadership role within the Business Intelligence and Data Hub, responsible for driving continuous improvement and support for data products within the Enterprise Data Platform (EDP). This position oversees the team that maintains and enhances data products used by reporting and analytics teams across both Digital Canberra (DCBR) and Canberra Health Services (CHS).

Under broad direction from the Senior Director, the Director of Data Products and Support is responsible for:

- Providing leadership and management to the development and ongoing management of data products within the Enterprise Data Platform (EDP).
- Leading and managing a team of data engineers and specialists, overseeing daily operations, setting performance expectations, and fostering a high-performing, engaged team culture aligned with HR best practices.
- Providing strategic leadership and effective management of the Data Products and Support team, driving high performance, ensuring adherence to policies, processes, and governance frameworks, and fostering a culture of innovation, continuous improvement, and best practice delivery.
- Ensuring data lineage, quality, and consistency across all data products by collaborating closely with the Data Architecture team to align data models with Enterprise Data Platform (EDP) standards and governance frameworks.
- Collaborating with the teams responsible for gathering requirements and manage the translation into technical specifications and as-built solution documentation.
- Providing technical guidance and support to users of data products.

- Identifying opportunities to enhance existing data products and processes through automation, optimization, and innovation.
- Documenting and reviewing the status of tasks and issues on an ongoing basis including participating in meetings and preparing documentation for ongoing governance committees.
- Supporting the Senior Director in all aspects of data and reporting services for DCBR, CHS and Health & Community Services Directorate.
- Undertaking other duties appropriate to this level of classification that contribute to the division or directorate.

Eligibility/Other Requirements:

1. Minimum of five years' experience working in a field relevant to this role, including hands-on data and engineering and/or development.
2. Prior to commencement, the successful candidate will be required to undergo a pre-employment National Police Check.
3. This role requires you to obtain and maintain an Australian Government NV1 security clearance, which will be sponsored by the DCBR. In order to be eligible for an NV1 security clearance, you must be an Australian citizen. If you are not successful in obtaining a Security clearance, your employment in the role will not commence. If already commenced, your employment will be terminated.

Note: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Selection may be based on application and referee reports only.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

How to Apply: Please submit a maximum two-page pitch providing examples demonstrating your suitability against the Selection Criteria of the Position Description. Please also provide a current curriculum vitae, including two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Bill Williamson (02) 5124 6332 Bill.Williamson@act.gov.au

Division: Digital Data and Technology Solutions

Branch : ACT Digital

Section

Director, rego.act Lead Analyst and Programmer Senior Information Technology Officer Grade B \$146,705 - \$164,506, Canberra (PN: 00427)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: The ACT Government has a vision for a more connected Canberra, where technology and data are leveraged to improve the lives of its citizens and businesses. This vision relies on innovation being embraced, opportunities seized as technology evolves and that the community are engaged and consulted to ensure government services leave no one behind. If we get the design right, we'll create services and systems that give time back to all members of our community and improve wellbeing. To deliver this vision an action plan has been created based on timeless principles, such as putting people first, sharing data transparently, and engaging with the community to co-design services.

As a Branch of Digital Canberra, ACT Digital is at the forefront of this movement, constantly pushing boundaries to create intuitive and user-friendly digital service experiences.

Are you ready to lead a talented team of Software Developers and drive meaningful change? As the Director and rego.act Lead Analyst and Programmer, you'll spearhead the development and evolution of the ACT Road Transport Licensing and Registration System, shaping digital services that support Access Canberra and contemporary service standards. You'll have the chance to influence planning, mentor high-performing teams, and collaborate closely with ACT Digital to deliver innovative, citizen-focused technology solutions. This is an exciting opportunity to make a lasting impact while advancing your career in a pivotal leadership role within a forward-thinking branch.

This position is eligible for an Attraction and Retention Incentive (ARIn) of up to \$16,451. This ARIn is reviewable under the terms of the ACTPS ARIn Framework and Policy. Further details on meeting the criteria can be found in the ARIn Framework at Annex B of the relevant Enterprise Agreement, or by contacting the contact officer.

Eligibility/Other Requirements: CMTEDD Personal Vetting Program (PVP)

Note: A Merit Pool will be established from this selection process and may be used to fill vacancies over the next 12 months.

How to Apply: Please review the Position Description and submit the following:

- A two-page pitch that tells the selection committee about your ability to perform the advertised role. The pitch should demonstrate that you possess the capabilities detailed in the “What You Require” section of the Position Description.
- A current curriculum vitae including contact details for two referees.

Apply now to join us in making a difference!

Applications should be submitted via the Apply Now button below.

Contact Officer: Adrian Oshaughnessy (02) 6207 1305 Adrian.OShaughnessy@act.gov.au

Customer, Data and Technology

Technology Services Branch

EUS Level 3

Third Level Support Analyst

Information Technology Officer Class 2 \$100,650 - \$114,448, Canberra (PN: 15058)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: End User Services (EUS) are seeking an experienced and motivated person to provide third level support to agencies across whole of government. This will include high level troubleshooting and root cause analysis of Windows operating systems, Office applications and third-party applications. The individual must have a sound technical understanding of a wide range of Microsoft products including Active Directory, Citrix, Microsoft Endpoint Configuration Manager, and Print Management. The successful candidate will have sound written communication skills including developing and maintaining technical documentation, while liaising with stakeholders and working collaboratively with team members and teams across the organisation. This is a temporary position available immediately for six months with the possibility of extension and/or permanency.

The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally and linguistically diverse people and those who identify as LGBTIQ+ are encouraged to apply.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: The incumbent of this position is to hold or obtain and maintain an additional employment screening Personnel Vetting Program certificate. The Personnel Vetting Program (PVP) is currently self-administered by Chief Minister, Treasury and Economic Development Directorate (CMTEDD) and Digital Canberra (DCBR) and is inclusive of individuals with ACT Government employment eligibility.

Notes: This is a temporary position available immediately for a period of six months with the possibility of extension up to 12 months and/or permanency.

An order of merit will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: After reviewing the Position Description, please provide a written response (of no more than two pages) addressing your relevant skills and experience against each of the capabilities listed under the “What You Require” section. Applications should be limited to cover sheets, applicant curriculum vitae and not more than two pages of criteria response.

Applications should be submitted via the Apply Now button below.

Contact Officer: Matthew Fouracre Matthew.Fouracre@act.gov.au (02) 6207 4653

Digital Data and Technology Solutions

Cyber Security Centre

Senior Network Engineer

Senior Information Technology Officer Grade B \$146,705 - \$164,506, Canberra (PN: 69634)

Gazetted: 06 August 2025

Closing Date: 21 August 2025

Details: Do you want to enrich your community by providing digital government services that are so easy, they just happen? That's what Digital Canberra is here to do. We deliver and support digital government services that are easy to access, save time, and are safe to use.

Digital Canberra is seeking a highly experienced Senior Network Engineer to lead the design, implementation, and optimisation of secure network infrastructure across complex ICT environments.

This role will focus on working with vendor professional services in delivering an advanced network security policy management capability, leading the implementation of a network security management platform to enhance organisational security posture. The successful candidate will bring deep technical expertise in enterprise networking, including cloud and hybrid environments, and will play a key role in driving secure, scalable, and resilient network solutions.

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Eligibility/Other Requirements: The incumbent of this position is to hold or obtain and maintain an additional employment screening Personnel Vetting Program certificate. The Personnel Vetting Program (PVP) is currently self-administered by Chief Minister, Treasury and Economic Development Directorate (CMTEDD) and Digital Canberra (DCBR) and is inclusive of individuals with ACT Government employment eligibility.

Notes: This is a temporary position available for a period of six months with the possibility of extension and/or permanency.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Refer to the Position Description for further information about this role. You may wish to speak to the listed Contact Officer if you have any queries once you have reviewed the Position Description.

Submit a copy of your curriculum vitae and a response of no more than two pages, outlining how your experience makes you the perfect candidate (addressing the 'What you require' section in the Position Description). In your pitch, be sure to outline how you believe your experiences are transferable to be effective in the advertised role. Include specific examples of your experience, including the context, actions you took, and the outcomes you achieved.

Applications should be submitted via the Apply Now button below.

Contact Officer: Julian Valtas (02) 6207 8456 Julian.Valtas@act.gov.au

Education

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Calwell Primary School

Executive Teacher – School Leader C \$143,503 - \$146,641, Canberra (PN: 45605)

Gazette Date: 05 August 2025

Closing Date: 19 August 2025

Details: Calwell Primary School is seeking an innovative and relational School Leader to work collaboratively with our leadership team. The position requires a strong focus on data informed PLC's to drive student learning outcomes, capacity building, and supporting student engagement through inclusive approaches and behaviour frameworks.

How to Apply: Please submit your curriculum vitae, Statement of Claims based on the five leadership capabilities outlined in the application package (maximum five pages) and Application Coversheet with two referees.

Applications should be submitted via the Apply Now button below.

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Contact Officer: Ben Roberts, (02) 6142 1720, Ben.Roberts@ed.act.edu.au

Harrison School

7-10 Learning Support

School Leader C \$143,503 - \$146,641, Canberra (PN: 23394)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: Harrison School is seeking a dynamic and collaborative person to lead our 7-10 Learning Support programs (Small Group Program, Inclusion Support Program, EAL/D and Literacy Intervention). The successful applicant will demonstrate strength in building positive and productive relationships with teachers, LSA's, students, and their families.

The SLC Learning Support will work with the leadership team to create an inclusive school environment where all students belong. The school leader will join a united P-10 executive team who work together to lead the implementation of our school priorities. The successful applicant will:

Lead and support a positive and collaborative staff culture.

Lead an effective, results-oriented PLC model.

Lead wellbeing, curriculum, pedagogy, assessment and reporting in our Learning Support programs.

Lead administration processes associated with Learning Support programs.

Building staff capacity to effectively meet the needs of our diverse student community.

Undertake an appropriate teaching load and other duties as determined by the Principal.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/ Other Requirements:

A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification;

A current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI).

Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra

Note: This is a temporary position available immediately for a period of up to 12 months with the possibility of permanency. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please submit:

A Statement of Claims based on the School Leader Leadership Capabilities outlined in the application package (maximum five pages).

A current curriculum vitae (two pages) and contact information for two referees.

Contact Officer: Donna Sullivan (02) 6142 2200 Donna.Sullivan@ed.act.edu.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

Health and Community Services

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

**Executive Branch Manager, Health Policy and Strategy
Temporary Vacancy (1 September 2025 until 19 September 2025)
Health and Community Services Directorate
Policy, Partnerships and Programs
Position: E1083**

(Remuneration equivalent to Executive Level 1.4)

Circulated to: ACTPS SOGA, iCBR Infrastructure Managers, Band 1 Executives List

Date circulated: 01 August 2025

The Health and Community Services Directorate (HCSD) is seeking an experienced leader with strong executive management and people leadership skills for the role of the Executive Branch Manager, Health Policy and Strategy Branch.

Reporting to the Executive Group Manager, Policy, Partnerships and Programs, the Executive Branch Manager, Health Policy and Strategy is a critical leadership role within ACTHD, leading a multidisciplinary team to develop and implement local and national health policy.

The incumbent will work collaboratively across a range of areas in the HCSD and other ACT Government directorates to provide outstanding leadership, communicate professionally and work with flexibility, efficiency, and diplomacy both individually and as part of a complex team/community effort.

The successful applicant will model our values of respect, integrity, collaboration and innovation.

Note: Selection may be based on written application and referee reports only and is open to current ACTPS employees.

Remuneration: The position attracts a remuneration package ranging from \$288,060 - \$298,258 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$254,964.

To apply: Interested candidates are requested to submit a one-page Expression of Interest outlining relevant skills and experience against the Executive Capabilities, as well as a current curriculum vitae and the name and contact details of two referees to Chloe Stoddart via email chloe.stoddart@act.gov.au by COB Friday 8 August 2025.

Contact Officer: Chloe Stoddart 0402 134 196 chloe.stoddart@act.gov.au

**Executive Group Manager, Strategic Policy
Temporary Vacancy (7 October 2025 to 2 January 2026)
Health and Community Services Directorate
Strategic Policy
Position: E1039**

(Remuneration equivalent to Executive Level 2.4)

Circulated to: ACTPS Band 1 and Band 2 Executive List

Date circulated: 06 August 2025

A challenging and broad-ranging role that gives back to the community!

The Health and Community Services Directorate delivers integrated long-term policy advice for the ACT Government and client-centred services for those Canberrans who need them. It strives to support a safe and fair community where Canberrans feel they can reach their full potential and lead fulfilling lives.

If you want a challenging and broad-ranging role, that gives back to the community, and will help shape the future of the directorate, this could be the job for you.

The Executive Group Manager, Strategic Policy will lead strategic reforms across the continuum of human services through the provision of effective, robust, and evidence-based advice to Government. The Executive Group Manager will achieve outcomes through collaboratively developing integrated policy and service designs related to early intervention, social determinants of wellbeing and commissioning for social impact; responding proactively to emerging issues and recommendations from Royal Commissions, reviews, national and international policy, and services; developing legislation and associated system changes and supporting implementation, in response to the priorities of government.

To be successful in this role, you will have extensive experience in human services policy development and program management. You will be politically astute and able to navigate complex stakeholder relationships across government, community groups and peak bodies. In addition, you are a leader with a strong values base who possesses significant intellectual capability with respect to analysis and strategic policy development.

Note: Selection may be based on written application and referee reports only and is open to current ACTPS employees.

Remuneration: The position attracts a remuneration package ranging from \$376,285 - \$389,653 depending on the current superannuation arrangements of the successful applicant. This includes a cash component of \$333,737.

To apply: Please submit no more than one page addressing the capabilities within the position description, a current curriculum vitae and contact details of two referees to Jacinta Evans via email, jacinta.evans@act.gov.au by COB Wednesday 13 August 2025.

Contact Officer: Jacinta Evans jacinta.evans@act.gov.au

Population Health Division

Health Protection Service

Public Health Regulation

Assistant Director

Health Professional Level 4 \$125,344 - \$139,120, Canberra (PN: 33178)

Gazette Date: 01 August 2025

Closing Date: 08 August 2025

Details: The Public Health Regulation (PHR) policy team of the Health Protection Service is seeking an experienced policy officer to contribute to the development, implementation and evaluation of health protection policy and regulation.

PHR is responsible for the development and implementation of a wide range of health protection policy, regulatory policy and legislative items relating to population health e.g. medicines and poisons, food safety, environmental health, tobacco control and radiation safety.

The ideal candidate for this position will have well-developed communication skills, an understanding of risk-based regulation and public health issues, and be able to apply this knowledge in a policy setting.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: Applicants must hold a tertiary qualification in a health-related discipline.

Notes: This is a temporary position available immediately for a period of up to 12 months.

An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please submit a maximum two-page pitch in response to the 'What You Require' section of the Position Description, outlining your relevant skills, knowledge, and experience along with your current curriculum vitae and contact details of two referees (one must be current or recent supervisor).

Applications should be submitted via the Apply Now button below.

Contact Officer: Rebecca Stones Rebecca.Stones@act.gov.au (02) 5124 9848

Housing Assistance

Housing and Homelessness Policy and Programs

Assurance Review and Complaints

Call Handler

Administrative Services Officer Class 4 \$84,901 - \$91,501, Canberra (PN: 61829)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: Are you experienced in call centre operations or complaint handling? Do you have a passion for assisting vulnerable Canberrans and pride yourself in effective engagement? Are you seeking to expand your understanding of social housing and do you pride yourself on your ability to work collaboratively?

If this sounds like you, Assurance Review and Complaints (ARC) unit in Housing ACT may have the perfect position for you. ARC is currently seeking any enthusiastic, self-motivated and detail-oriented people for the role of Call Handler.

As the Call Handler you will maintain the call centre and email intake functions that supports the business unit's complaint handling objectives while also providing support to the wider team to and working collaboratively across the broader ARC unit.

The ARC team is responsible for a range of Complaint Handling, Assurance and Review functions, making up a dynamic, agile, and forward-thinking team. The team has primary responsibility for all complaint types, including compensations, Human Rights, and Ombudsman matters.

Health and Community Services Directorate (HCSD) are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: Desirable skills and knowledge for this position are;

- Proficiency with Microsoft Office programs
- Certificate IV Social Housing or equivalent, e.g., social welfare, community work, social science, or a related discipline

Notes: This is a temporary position available immediately for a period of up to 12 months with the possibility of extension.

A Merit Pool will be established from this selection process and may be used to fill vacancies over the next 12 months.

Selection may be based on application and referee reports only.

How to Apply: Please submit a two-page pitch addressing the Professional / Technical Skills and Knowledge and Behavioural Capabilities in the 'What You Require' section of the Position Description, with a copy of your current curriculum vitae including the details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Tim Sterrett Tim.Sterrett@act.gov.au (02) 6205 0130

Population Health

Research, Programs and Scientific Services

Research Office

Program Officer

Administrative Services Officer Class 5 \$93,784 - \$98,967, Canberra (PN: 29584)

Gazette Date: 04 August 2025

Closing Date: 18 August 2025

Details: The ACT Health and Community Services Directorate is seeking applications for the position of Program Officer within the Research Office of the Population Health Division. The incumbent will support the Director, Research Office, in advancing the section's strategic and operational objectives, contributing to the coordination and delivery of key programs such as the Canberra Health Annual Research Meeting, the Research Innovation Fund and the ACT Vacation Study Program.

In this capacity, the Program Officer will be responsible for implementing strategic initiatives, providing comprehensive administrative support and fostering positive relationships with stakeholders. This role operates within a collaborative environment and supports the growth of the Territory's research community and the wider ACT research ecosystem.

The ideal candidate will demonstrate excellent organisational skills, curiosity and a proactive approach to project management. A proven capacity to establish and maintain robust administrative processes, coupled with an aptitude for effective teamwork, is essential. Individuals driven to make a meaningful contribution to public health research are strongly encouraged to apply.

Eligibility/Other Requirements: Prior to commencement, the successful candidate will be required to undergo a pre-employment National Police Check.

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please submit the following;

1. A supporting statement, addressing the Professional / Technical Skills and Knowledge, and the Behavioural Capabilities of not more than three A4 pages outlining your skills and experience relevant to the role.
2. Your current curriculum vitae and the contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Dijana Townsend Dijana.Townsend@act.gov.au (02) 5124 4288

Children, Youth and Families

Youth Justice and Adolescent Services

Youth Justice Community Residential Services (YJCRS)

Youth Worker (Residential)

Youth Worker 1/2 \$76,985 - \$91,501, Canberra (PN: 22783, several)

Gazette Date: 04 August 2025

Closing Date: 18 August

Details: Youth Justice and Adolescent Services is recruiting energetic and committed Youth Workers to join the team.

Youth Workers play an important role in supporting and supervising young people at the Youth Justice Community Residential Services.

Working in youth justice is about empowering young people to steer their lives in a more positive direction. If you are passionate about changing lives for the better, becoming a youth worker is the ideal place to start.

As Youth Workers, we act as role models by:

- establishing healthy routines and working to a daily structure
- redirecting anti-social and challenging behaviour to the positive standards expected by the community
- engaging young people in education and training through ongoing encouragement and mentoring
- helping young people to develop positive family, community and peer relationships
- facilitating support from other community services including health and mental health providers, educators, employment and training providers and disability organisations
- Maintain a safe, healthy, caring, and supportive environment for young people residing at a YJCRS property with a strong focus on promoting Aboriginal and Torres Strait Islander cultures, protocols, and practices

While care, supervision, safety and support form the foundation of the role, you will also need strong interpersonal and communication skills. We look for people who are:

- Passionate about working with young people – you strive to engage and empower them to change their lives for the better.
- Dedicated and resilient – you are committed to following procedures, can deal with confronting situations and thrive on challenges.
- Proactive – you are constantly thinking of new ways to solve problems and address issues.
- Culturally responsive - You demonstrate an understanding of and commitment to fostering culturally safe and inclusive practices for Aboriginal and Torres Strait Islander young people, ensuring respect, dignity, and culturally responsive support in all interactions.

If you are mature and open-minded, your life experiences will enable you to connect and communicate with young people from many different backgrounds. Working intensively with young people every day means there's no end to what you can learn and how you can grow in your career.

Youth Workers are required to work shift work and provide direct supervision and support to young people and management of their daily routines and behaviours.

Children Youth and Families is committed to addressing the over-representation of Aboriginal and Torres Strait Islander children in the child protection and youth justice systems and is committed to meeting the cultural needs of young people we work with.

Children Youth and Families acknowledges the significant contribution that individuals with Aboriginal and Torres Strait Islander cultural heritage and experience bring to improving outcomes for young people. We strongly encourage applications from Aboriginal and Torres Strait Islander people who have the appropriate background, experience, and capability.

Successful applicants will be provided with paid induction training that covers topics including legislative obligations, Human Rights, trauma informed and therapeutic practice, de-escalating strategies and behaviour management.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Eligibility/Other Requirements:

- Completion or partial completion of the Youth Worker Level 3 or 4 certification or qualification in the behavioural sciences is desirable, though not mandatory.
- This role may work with Aboriginal and Torres Strait Islander families and young people, cultural awareness, the capacity to work with Aboriginal and Torres Strait Islander people is highly desirable.
- Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra (act.gov.au)
- This position does require a First Aid Certificate.
- Driver's license is essential.

Notes: Merit pool may be established from this selection process and will be used to fill vacancies over the next 12 months. Permanent, temporary and casual roles may be filled based on operational requirements and the business needs of the organisation.

Selection will be based on application, suitability assessment, interview, medical assessment and National Police Check.

Prior to commencing Youth Worker induction, you are required to produce evidence of a current Senior First Aid Certificate and ACT Working with Vulnerable People Card.

How to Apply: Applicants should submit a statement addressing each of the criteria listed in the 'How to Apply' section of the Position Description, along with a current curriculum vitae.

Please limit your response to 400 words per criteria, outlining your knowledge, skills and experience.

Please provide the names and contact details of at least two referees, including your most recent/current supervisor or manager.

Applications should be submitted via the Apply Now button below.

Contact Officer: Salesi Tuli Salesi.Tuli@act.gov.au (02) 6207 1732

Strategic Policy

Office for Aboriginal and Torres Strait Islander Affairs

Assistant Director – Senior Officer Grade C \$125,344 - \$134,527 Canberra (PN: 37239)

Gazette Date: 04 August 2025

Closing Date: 18 August 2025

Details: The Office for Aboriginal and Torres Strait Islander Affairs (OATSIA) plays a vital role in shaping strategic policy, governance, and advice for the Minister for Aboriginal and Torres Strait Islander Affairs, focusing on issues that matter most to Aboriginal and Torres Strait Islander peoples living in the ACT.

As Assistant Director, you will lead cross-government efforts to deliver timely, accurate, and meaningful reporting on the ACT's progress against both the National Agreement on Closing the Gap and the ACT Aboriginal and Torres Strait Islander Agreement 2019–2028. You will also work in close partnership with the Aboriginal and Torres Strait Islander community to coordinate and deliver the annual ACT Reconciliation Day event.

If you are detail-oriented, collaborative, and passionate about making a difference, this is a unique opportunity to contribute to meaningful outcomes for the Aboriginal and Torres Strait Islander community. We'd love to hear from you!

Health and Community Services Directorate (HCSD) is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and/or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) people.

Eligibility/ Other Requirements: This is a permanent position, Aboriginal and/or Torres Strait Islander peoples are strongly encouraged to apply. As this role is likely to work with Aboriginal and Torres Strait Islander families and young people, cultural awareness, and capacity to work with Aboriginal and Torres Strait Islander people is highly desirable.

Note: A merit pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply:

- No more than a two-page pitch addressing why you are best suited for this position and your experience against the selection criteria outlined in the Position Description.
- A current curriculum vitae and contact details for two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Mark Sanderson (02) 6207 5191 Mark.Sanderson@act.gov.au

Infrastructure Canberra

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Director-General

Temporary Vacancy (23 October 2025 to 9 November 2025)

Infrastructure Canberra

Position: E1105

(Remuneration equivalent to Executive Level 4.3)

Circulated to: ACTPS Band 3 and 4 Executive List

Date circulated: 6 August 2025

The Head of Service is seeking Expressions of Interest to fill the role of Director-General, Infrastructure Canberra (iCBR).

As the Director-General you will be responsible for the development, procurement, delivery, management, leasing and maintenance of sustainable and transformative infrastructure, places and spaces in the ACT. iCBR brings together key development, procurement, delivery, management, leasing and maintenance functions to create sustainable and transformative infrastructure, places and spaces aimed at enriching lives and connecting communities across the ACT. This positions iCBR as the Territory's leading expert for ACT Government and industry on capital infrastructure, including investment in and implementation of the ACT Government infrastructure program and ACT Government property portfolio.

Note: Selection may be based on written application and referee reports only and is open to current ACTPS employees.

Remuneration: The position attracts a remuneration package ranging from \$487,516 or \$504,838 per annum depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$433,050.

To apply: Please submit an EOI of no more than one page to Kathy Leigh via email, kathy.leigh@act.gov.au by COB Wednesday 13 August 2025.

Contact Officer: Kathy Leigh (02) 6207 5990 kathy.leigh@act.gov.au

Delivery - Transport and Civil

Program Delivery Office

Executive Officer, Transport

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 46363)

Gazetted: 05 August 2025

Closing Date: 19 August 2025

Details: Infrastructure Canberra's (iCBR) vision is to enrich and connect our communities through sustainable and transformative infrastructure, places and spaces. At iCBR, we are the Territory's expert on capital infrastructure and our purpose is to efficiently develop, deliver and maintain infrastructure, places and spaces with our partners, for our community. Within iCBR, the Delivery – Transport and Civil (T&C) group is responsible for the procurement and delivery of Tier 1 and 2 infrastructure projects for the people of Canberra. This includes projects such as the Light Rail Stage 2 program of works, Roads Infrastructure projects and Waste Infrastructure projects. The division also supports partner directorates, including City and Environment Directorate and the City Renewal Authority, in the delivery of tier 3 projects through provision of procurement and contract management services. Within T&C there are a range of teams who support the delivery of these projects, including the Program Delivery Office, the Commercial branch, Civil Infrastructure branch, Transport branch and the Waste Infrastructure Branch. The Executive Officer, Transport reports to the Director, Transport and Civil, and is responsible for managing all aspects of the administration and governance of the Light Rail Project. We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: Desirable: Experience in a similar role within a project environment will be highly regarded. A good working knowledge of Objective and Microsoft Office. An understanding of the ACT Government Business and Administrative processes, or equivalent.

Note: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Selection may be based on application and referee reports only. How to Apply: Please submit no more than a two-page written response addressing why you are best suited for this position and your experience against the Professional/Technical Skills and Knowledge, Behavioural Capabilities and Compliance

Requirements/Qualifications outlined in the Position Description, along with a current curriculum vitae and contact details for two referees. Applications should be submitted via the Apply Now button below.

Contact Officer: Georgia Ward on Georgia.Ward@act.gov.au or 0450 960 080

Pipeline, Capability and Estate

Portfolio, Performance and Procurement

Contracts and Panels

Assistant Director, Procurement, Contracts and Panels

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 01928, several)

Gazette Date: 31 July 2025

Closing Date: 14 August 2025

Details: Join Infrastructure Canberra – Shape the Future of Our City

Are you ready to make a meaningful impact on Canberra's infrastructure delivery? Infrastructure Canberra is seeking experienced and motivated professionals to join our Contracts and Panels team within the Portfolio Performance and Procurement Branch as Assistant Directors (SOG C).

In these dynamic roles, you will contribute to the Territory's capital works program by managing procurement processes, drafting and executing complex contracts, and overseeing multi-directorate panel arrangements. You'll provide high-level advice, ensure compliance with legislative and policy requirements, and collaborate across teams to support the delivery of high-quality infrastructure projects.

We're looking for candidates with strong technical knowledge in procurement and contract management, excellent communication and coordination skills, and a commitment to public service values.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications in a related area are highly desirable. These qualifications include procurement, law, contract management, or commercial management in an infrastructure related environment

Notes: This is a temporary position available immediately for a period of up to 12 months with the possibility of permanency.

A Merit Pool will be established from this selection process and may be used to fill vacancies over the next 12 months.

Selection may be based on application and referee reports only.

This position is based in a modern, activity-based working (ABW) environment. Under ABW arrangements, officers will not have a designated workstation/desk. There are opportunities for flexible working include hybrid arrangements (home, office, FlexiSpace).

How to Apply:

- A written response (maximum two pages) addressing why you are best suited for this position and your experience against the Professional/Technical Skills and Knowledge and Behavioural Capabilities.
- A current curriculum vitae.
- Contact details for two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Natasha Newman Natasha.Newman@act.gov.au (02) 6207 8686

Delivery - Places and Spaces

Executive Officer

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 64441)

Gazetted: 05 August 2025

Closing Date: 12 August 2025

Details: Infrastructure Canberra is seeking experienced and motivated ACTPS professionals to join our team as Executive Officers. These roles offer a unique opportunity to work closely with senior executives, contribute to major infrastructure programs, and help shape the future of our city.

We are currently recruiting for multiple Executive Officer positions across a range of divisions and business units. These are temporary vacancies with the possibility of extension for up to 12 months.

As an Executive Officer, you will:

Provide high-level strategic and operational support to senior executives

Manage the coordination of complex briefings, governance documentation, and ministerial correspondence

Build and maintain effective relationships across teams and stakeholders to support organisational priorities

Promote ACTPS values and contribute to a high-performing, collaborative work environment

We're seeking capable professionals who bring sound judgement, clear communication, and a practical approach to problem-solving. If you're looking to broaden your impact and contribute meaningfully to high-profile infrastructure initiatives, we encourage you to apply.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply. Eligibility/Other Requirements: Relevant experience and/or qualifications in executive support/office management is desirable.

Notes: This is a temporary position available immediately for a period of six months with the possibility of extension up to 12 months.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please submit;

A two-page pitch addressing the Professional and Behavioural Capabilities

Your current curriculum vitae

Contact details for two referees

Applications should be submitted via the Apply Now button below.

Project Management Office

Executive Branch Manager, Portfolio Performance and Procurement

Executive Level 1.4 \$281,899 - \$293,175 depending on current superannuation arrangements, Canberra (PN: E886)

Gazetted: 06 August 2025

Closing Date: 8 August 2025

Details: Infrastructure Canberra is seeking a suitably skilled leader to join the Directorate as the Executive Branch Manager (EBM), Portfolio Performance and Procurement.

The position works collaboratively with iCBR Executives to provide enabling services and assurance across infrastructure projects and to ensure continuous improvement in procurement and project management. This Executive is responsible for managing iCBR's project and procurement systems, framework, procedures, templates and capability including training and lessons learned.

The Role requires an experienced senior executive with expertise delivering or enabling complex infrastructure projects, procurement and contract management. As the Executive Branch Manager, Portfolio Performance and Procurement you'll be required to think outside the box to find solutions and work collaboratively across iCBR and the ACT Government to deliver outcomes.

Remuneration: The position attracts a remuneration package ranging from \$288,060 - \$298,258 depending on the current superannuation arrangements of the successful applicant. This includes a cash component of \$254,964.

Contract: The successful applicant will be engaged under a performance-based long-term contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

To apply: Applicants should submit a 'two-page pitch' addressing their suitability in line with the Executive Capabilities, a current curriculum vitae and list two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kyla Kerkow (02) 6207 6709 Kyla.kerkow@act.gov.au

Justice and Community Safety

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

**Executive Group Manager, Security and Emergency Management
Temporary Vacancy (8 September 2025 until 7 March 2026 with possibility of extension)
Justice and Community Safety Directorate
Security and Emergency Management
Position: E1189**

(Remuneration equivalent to Executive Level 2.4)

Circulated to: ACTPS Band 1 and Band 2 Executive List

Date circulated: 01 August 2025

The Justice and Community Safety Directorate is seeking expressions of interest from experienced senior executives to temporarily fill the role of Executive Group Manager (EGM), Security and Emergency Management Division (SEMD) from 8 September 2025 until 7 March 2026 with possibility of extension.

SEMD is primarily responsible for the development and coordination of strategic security and emergency management policy matter for the ACT Government. SEMD has a whole of government focus and works closely with security and emergency management personnel in all directorates.

As a key member of the JACS Executive, the EGM provides high-level advice, briefings, reports and correspondence to the JACS Senior Executive, the Minister and Cabinet. The ideal candidate will have extensive strategic leadership experience in security or emergency management, or related government or non-government organisations.

The position operates within a security context and is often required to handle sensitive, confidential and classified materials and information. As a Designated Security Assessed Position, the successful candidate will be required to obtain and maintain a security clearance (NEGVET2 –Secret).

Eligibility/Other Requirements: This position requires the occupant(s) to be an Australian citizen who can obtain and maintain an Australian Government NV2 security clearance, which will be sponsored by the Justice and Community Safety Directorate. If screening is not successful, your employment will not commence or, if already commenced, your employment will be reassessed.

Note: Selection may be based on written application and referee reports only.

Remuneration: The position attracts a remuneration package ranging from \$376,285 - \$389,635 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$333,737.

To apply: Interested candidates are requested to submit an Expression of Interest of no more than one page, as well as a current curriculum vitae to Aaron Hughes via email, aaronA.hughes@act.gov.au by COB Friday 15 August 2025.

Contact Officer: Aaron Hughes on 0427 244 604 or aaronA.hughes@act.gov.au

ACT Emergency Services

ACT Rural Fire Service

Fire Behaviour Analyst and Prescribed Burn Coordinator

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 49408)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: Would you like an opportunity to contribute to keeping our ACT community safe? Are you a great communicator, enthusiastic and dedicated?

As the Fire Behaviour Analyst and Prescribed Burn Coordinator, you will use fire and weather data to help predict and understand hazards like bushfires and severe weather so our communities and emergency services can better prepare and respond. You will use your knowledge of fire behaviour and fire management to plan, conduct site visits, and coordinate prescribed burning operations for the ACT Rural Fire Service (ACT RFS).

You will also assist the ACT RFS with a wide variety of administrative and practical support during incident responses. To do this well, you will need to understand how the ACT RFS operates or be ready to learn quickly on the job.

In return you will be provided with a supportive team environment, an excellent opportunity to broaden your skills and capabilities, and insight into how the ACT RFS and broader Emergency Services Agency (ESA) provides a collaborative service to protect the ACT community.

Note: The Fire Behaviour Analyst and Prescribed Burn Coordinator may be required to work outside of normal hours including weekends, and/or take part in the 'on call' duty roster.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

Successful completion of Fire Behaviour Analyst training, or the aptitude and willingness to undertake the required training.

An understanding of the emergency management environment, and/or the Australasian Inter-Service Incident Management Systems (AIIMS), and/or qualifications relevant to Incident Management are desirable.

Experience in supporting the management of operational responses to critical incidents is desirable.

A minimum of a C Class Drivers Licence is essential.

Background and Security clearance checks will be conducted including National Police Records Check.

Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra (act.gov.au)

To be eligible for permanent or temporary employment within the ACT Public Service (ACTPS) you must be an Australian citizen, a permanent resident, or hold a valid work visa.

If an officer no longer holds a visa that permits them to work in Australia, their employment with the ACT Public Service (ACTPS) will be terminated.

Notes: A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Applicants should submit a pitch of no more than two-pages addressing the position capabilities, together with your curriculum vitae and the contact details of at least two referees. See the attached Position Description for further information about the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Lynda Scanes (02) 6205 7660 Lynda.Scanes@act.gov.au

ACT Courts and Tribunal

Corporate and Strategic Services

Therapeutic and Client Services

First Nations Liaison Officer

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 58911)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: Are you a motivated, outgoing and passionate individual who is keen to make a difference in improving outcomes for Aboriginal people in the Justice System? The ACT Courts and Tribunal (ACTCT) are looking for an enthusiastic and culturally engaged individual to join the Therapeutic and Client Services Team as the First Nations Liaison Officer (FNLO).

The FNLO works across all areas of the ACT Courts and Tribunal, to identify and respond to the specific needs of the Aboriginal and Torres Strait Islander clients and their families to enhance justice services delivery and achieve culturally considered access to justice. Through their work the FNLO ensures the Courts and Tribunal enable cultural safety for First Nations Court and Tribunal users across the justice system.

We are seeking applicants who demonstrate:

A strong understanding of the cultural, historical, and social factors impacting Aboriginal and Torres Strait Islander peoples, including the ongoing effects of colonisation, intergenerational trauma, and systemic disadvantage. Ability to apply this knowledge in a justice or community services context, ensuring culturally responsive and respectful engagement. Highly developed organisational and communication skills, with a demonstrated capacity to manage competing priorities while maintaining accuracy and attention to detail.

Skilled in building and sustaining collaborative and respectful relationships with a diverse range of stakeholders, including Aboriginal and Torres Strait Islander communities, Elders, clients, service providers, and legal

professionals. Committed to delivering services that are trauma-informed, culturally safe, and grounded in principles of dignity, empowerment, and social justice.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra (act.gov.au)

The successful candidate will be required to undergo a National Criminal History check.

This position does not require a pre-employment medical.

Computer literacy skills are relevant to this role as you will use several computer software programs to undertake the tasks of this role.

To be eligible for permanent or temporary employment within the ACT Public Service (ACTPS) you must be an Australian citizen, a permanent resident or hold a valid work visa.

If an officer no longer holds a visa that permits them to work in Australia, their employment with the ACT Public Service (ACTPS) will be terminated.

Notes: This is an Identified position in accordance with Section 27(4) of the Public Sector Management Act 1994 and is only open to an Aboriginal and/or Torres Strait Islander person. This role has been declared Identified to support equitable employment opportunities by increasing access to employment and promoting a diverse and representative workforce. Confirmation of Aboriginal and/or Torres Strait Islander heritage may be requested. A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Please provide written response of no more than two pages detailing your skills and experiences against the capabilities for the role. Please also provide the contact details of two referees included in your curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Daniella Posavec (02) 6207 3581 Daniella.Posavec@Courts.act.gov.au

Division: Corrective Services

Branch: Corporate Services

Section: Finance - Contracts and Procurement

Assistant Director, Contracts and Procurement Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 36760)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: ACT Corrective Services (ACTCS) is offering an exciting opportunity for a highly experienced and enthusiastic person to fill the role of Assistant Director, Contracts and Procurement (SOGC), within Corporate Services.

The successful applicant will assist in the development, delivery and management of contracts for ACTCS and be the primary point of contact for all ACTCS' procurement needs. This will include providing advice, guidance, and support to officers within ACTCS, whilst delivering the annual procurement plan.

As part of your duties, you will undertake and facilitate ICT procurements and contract management, in collaboration with key stakeholders, to ensure timely and effective processes, ensuring business outcomes are achieved.

Further to this, you will assist in driving successful project outcomes through effective project administration for ICT projects. This includes conducting regular meetings with the contractor management/supervisors for the contracts, assess services performance against contract key performance indicators (KPIs), service level agreements (SLAs) and milestones, and provide regular updates and reports to the manager and executive.

To be successful, you will have demonstrated experience in the management, facilitation and delivery of procurement and contract management, including a background in high value and high risk ICT procurements. In addition, you will have demonstrated experience in establishing and maintaining strong professional relationships with stakeholders and suppliers, including the ability to effectively manage enquiries, issues, disputes, variations, risks and negotiations.

Eligibility/Other Requirements: Compliance Requirements/Qualifications

1. Formal qualifications in Procurement and Contracting are highly desirable.

2. The successful candidate may be required to undergo a National Police Check.
3. This position may require a pre-employment medical.
4. To be eligible for permanent or temporary employment within the ACT Public Service (ACTPS) you must be an Australian citizen, a permanent resident or hold a valid work visa.
5. If an officer no longer holds a visa that permits them to work in Australia, their employment with the ACT Public Service (ACTPS) will be terminated.

Note: This is a temporary position available immediately for a period of up to six months with the possibility of extension up to 12 months and/or permanency. We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Opportunities for flexible working options could include hybrid working, being a combination of working from home, designated office based and FlexiSpace working locations across the ACT, part-time hours, job-sharing, flexible start, and finish times.

A Merit Pool will be established from this selection process and will be used to fill vacancies over the next 12 months.

How to Apply: Applicants are required to submit two items: 1) a one to two page written response addressing the Professional/Technical Skills and Knowledge, and Behavioural Capabilities, having regard for the job requirements; and 2) a current curriculum vitae with the names and contact details of two referees (one should be a current Supervisor/Manager). Please ensure you submit all required items.

Applications should be submitted via the Apply Now button below.

Contact Officer: Liza Briggs (02) 6205 3190 Liza.Briggs@act.gov.au

ACT Corrective Services

Offender Reintegration

Reintegration Case Manager

Administrative Services Officer Class 6 \$100,650 - \$114,448, Canberra (PN: 16038)

Gazetted: 06 August 2025

Closing Date: 20 August 2025

Details: A challenging and genuinely rewarding opportunity has emerged within ACT Corrective Services (ACTCS) for highly motivated, values-driven professionals to join Offender Reintegration as a Reintegration Case Manager (ASO6).

The Reintegration Case Manager is responsible for delivering case management to pre and post release detainees in their transition from prison to the community. You will assist detainees exiting the Alexander Maconochie Centre (AMC) with consideration given to the ACTCS Community Reintegration Pillars: Health, Accommodation, Basic Needs, Family & Community Connectedness, Financial Wellbeing, and Leisure/Recreation.

The successful applicant will work closely with custodial and community-based case managers to ensure a streamlined approach to offender management. You will also provide supports to families of detainees exiting the AMC utilising a restorative justice approach.

In addition, you will work to identify and address any gaps or barriers that may reduce a detainee's success in the community.

To be successful in this role, you will be able to work collaboratively and compose and edit complex written material. You will also possess exceptional interpersonal, organisational and communication skills necessary to build rapport with a diverse range of stakeholders.

Whilst experience in working with offenders and relevant tertiary qualifications are highly desirable, as is case management experience, we are interested in hearing from people from a variety of backgrounds.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements:

Tertiary qualifications in a relevant discipline or equivalent experience in a related field is highly desirable.

Background police checks will be conducted.

Driver's licence is essential.

This position requires a pre-employment medical.

Prior to commencing this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - Apply for or renew a WWVP registration - Access Canberra

To be eligible for permanent or temporary employment within the ACT Public Service (ACTPS) you must be an Australian citizen, a permanent resident or hold a valid work visa.

If an officer no longer holds a visa that permits them to work in Australia, their employment with the ACT Public Service (ACTPS) will be terminated.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants are required to submit three items:

A one to two page pitch addressing the Professional/Technical Skills and Knowledge, and Behavioural Capabilities, having regard for the job requirements;

A current curriculum vitae with the names and contact details of two referees (one should be a current Supervisor/Manager); and

A copy of their driver's licence.

Please ensure you submit all three items.

Applications should be submitted via the Apply Now button below.

Contact Officer: Melanie Thomas (02) 6205 1867 Melanie.Thomas@act.gov.au

Suburban Land Agency

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: jobs@act.gov.au

Suburban Land Agency

Thriving Communities

Place Management

Assistant Director, Rural Land Manager

Senior Officer Grade C \$125,344 - \$134,527, Canberra (PN: 40357)

Gazetted: 06 August 2025

Closing Date: 13 August 2025

Details: The Place Management team delivers innovative estate and rural asset solutions and maintenance services across the Suburban Land Agency's extensive land and asset portfolio. The Assistant Director is responsible for developing and implementing the SLA's rural land management program.

This role is responsible for programming works; procurement activities; implementation and compliance with Bushfire Operation Plans for each rural property; stakeholder relationships with rural sublessees, contractors and other government agencies. Key capabilities include strategic thinking, stakeholder communication, multitasking under pressure, and team leadership aligned with SLA's vision of 'creating great places where communities thrive.' We are looking for a proactive, energetic and effective leader who is capable of working both autonomously and as part of a team.

Key Responsibilities:

Manage SLA's rural land portfolio;

Undertake procurement activities including weed management; fencing; bushfire management compliance; maintenance of heritage assets; mowing and landscaping activities; property specific activities;

Liaise with SLA land managers;

Facilitate preparation of SLA's Bushfire Operation Plans in accordance with Strategic Bushfire Management Plan and the ACT Bushfire Management Standards.

Deliver multiple projects with strong contractor management and risk planning.

Build partnerships with contractors and government bodies.

Undertake procurement and contract management and preparing reports, Ministerial briefs and correspondence as required.

We are committed to creating an inclusive environment where people with diverse thoughts, lived experience, and perspectives can thrive and contribute their unique talents to the ACTPS and ACT community. We encourage Aboriginal and Torres Strait Islander people, people with disability, people with culturally and linguistically diverse backgrounds, veterans, younger and older workers, and people with diverse genders, sexes and sexualities to apply.

Eligibility/Other Requirements: Valid ACT Drivers Licence

Notes: A Merit Pool may be established from this selection process and will be used to fill vacancies over the next 12 months.

Please note, this position will be moving to a new workplace designed for activity-based working (ABW). Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants should submit a supporting statement, addressing the Professional/Technical Skills and the Behavioural Capabilities of not more than two A4 pages outlining your skills and experience relevant to the role. A copy of a current curriculum vitae and the contact details of at least two referees are to be provided.

Applications should be submitted via the Apply Now button below.

Contact Officer: Christine Luchetti (02) 6205 4866 Christine.Luchetti@act.gov.au

Worksafe ACT

Compliance and Enforcement

Assistant Inspector, Contracts and Procurement Classification

Work Cover Officer 5 \$93,784 - \$98,967, Canberra (PN: 50869, several)

Gazette Date: 01 August 2025

Closing Date: 15 August 2025

Details: Would you like to work for an organisation making a positive difference the lives of ACT workers? Have you always been interested in expanding your work health and safety career but not sure what to do next? Imagine where your career as a WorkSafe ACT Assistant Inspector could take you!

WorkSafe ACT is a fully independent office headed by the WHS Commissioner. Here at WorkSafe ACT we are proud of the work we do and are committed to improving the physical and psychosocial health and safety of Territory workers.

We have a temporary vacancy for six months with possibility of extension and/or permanency for suitably skilled individuals to join the team as our next Assistant Inspector. In this exciting role you'll receive excellent training and will be mentored by a team of senior inspectors. You'll play a key role in undertaking the administrative functions of the agency to support compliance and enforcement operations.

Depending on your skills and experience, you could find yourself accompanying a senior inspector on a job at a construction site, attending a hospitality venue following reports of unsafe work practices, providing advice on the importance of addressing psychosocial hazards such as bullying in the workplace, engaging with apprentice workers about important health and safety matters, or assisting at big events like Summernats and the Canberra Show to ensure all workers go home safely.

Some of your day-to-day duties may include:

- providing administrative support to the inspectorate
- assisting with workplace visits, verification activities, audits and projects, or
- preparing accountable documents such as planning documents, inspection reports, licence application assessments, file notes and technical reports.

As an employee of the ACT Public Service (ACTPS) you'll also have access to range of great benefits, such as training, generous leave entitlements and health and wellbeing initiatives.

Have any questions about the role? Please reach out to the contact officer and who would be happy to answer any questions you may have.

Eligibility/Other Requirements:

- Ability to complete required mandatory training as a delegated/appointed person/Authorised Officer by the WHS Commissioner.
- Current unrestricted driver's licence.
- Willingness to:
 - a. wear a uniform
 - b. participate in the on-duty roster when required,
 - c. participate in programmed after hours compliance activities (on-call roster) if required, and
 - d. undergo a pre-employment police check

Note: This is a temporary position available immediately for a period of up to six months with the possibility of extension up to 12 months and/or permanency. Selection may be based on written application and referee reports

only. A merit pool may be established from this selection process and may be used to fill identical vacancies over the next 12 months.

How to Apply: Applications are sought from potential candidates and should include a supporting written pitch of no more than two (2) pages demonstrating your skills and experience relevant to the Selection Criteria listed under 'Ideal Candidate' in the Position Description. Please ensure you meet the 'Essential Requirements' of the role as detailed in the Position Description.

Applicants should also provide a current curriculum vitae and contact details of at least two referees. Referee reports may be sought at a later stage.

Applications should be submitted via the Apply Now button below.

Contact Officer: Meaghan O'Connor (02) 6207 2949 Meaghan.O'Connor@worksafe.act.gov.au

APPOINTMENTS

Canberra Health Services

Enrolled Nurse Level 1 \$74,108 - \$78,823

Manisha Baral Acharya, Section 68(1), 5 August 2025

Note: This appointment is to a non-advertised vacancy and is made in accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2023-2026 common clause 53

Registered Nurse Level 1 \$81,181 - \$106,712

Pragya Rayamajhi, Section 68(1), 31 July 2025

Note: This appointment is to a non-advertised vacancy and is made in accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2023-2026 common clause 53

Health Professional Level 2 \$89,134 - \$106,625

Chido Chirenda, Section 68(1), 6 August 2025

Health Service Officer Level 3/4 \$63,489 - \$67,208

Dawa Dawa, Section 68(1), 9 August 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Madison Frantz, Section 68(1), 7 August 2025

Registered Nurse Level 1 \$80,378 - \$105,656

Francesca Fricano, Section 68(1), 7 August 2025

Technical Officer Level 1 \$72,762 - \$73,791

Jarred Ingram, Section 68(1), 6 August 2025

Registered Nurse Level 1 \$80,378 - \$105,656

Reyn Joseph, Section 68(1), 4 August 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Anooja Bhaskaran Kallattayil, Section 68(1), 4 August 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Tracey Keeley, Section 68(1), 28 August 2025

Assistant in Nursing \$63,643 - \$65,623

Jeesmon Mathew, Section 68(1), 14 August 2025

Assistant in Nursing \$63,643 - \$65,623

Samikshya Pandit, Section 68(1), 7 August 2025

Health Professional Level 2 \$89,134 - \$106,625

Bailey Ross, Section 68(1), 6 August 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Sangita Sapkota, Section 68(1), 4 August 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Caitlin Smith, Section 68(1), 28 August 2025

Registered Nurse Level 3.1 \$126,196 - \$131,177

Wendy Waters, Section 68(1), 5 August 2025

Administrative Service Officer 3 \$76,985 - \$82,459

Harsimran Khehra Section 68(1), Date 17 July 2025

Health Professional Level 3 \$109,543 - \$123,772

Rudo Madzorera Section 68(1), Date 30 July 2025

Health Service Officer Level 7 \$76,017 - \$79,985

Binoy Chirayerinmel, Section 68 (1), 1 August 2025

Assistant in Nursing \$63,643 - \$65,623

Khem Gurung, Section 68(1), 07 August 2025

Assistant in Nursing \$63,643 - \$65,623

Rebecca Samuel, Section 68(1), 01 August 2025

Health Professional Level 3 \$109,543 - \$117,878

Divik Sukumaran, Section 68 (1), 24 July 2025

Building Trade \$94,078 - \$96,063

Jacob Calder, Section 68 (1), 28 July 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Jean Moran, Section 68 (1), 28 July 2025

Note: This appointment is to a non-advertised vacancy and is made in accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2023-2026 common core clause 53

Health Professional Level 4 \$125,344 - \$139,120

Krystal Gee, Section 68 (1), 28 July 2025

Registered Nurse Level 1 \$81,181 - \$106,712

Lina Chen, Section 68 (1), 31 July 2025

Note: This appointment is to a non-advertised vacancy and is made in accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2023-2026 common clause 53

Enrolled Nurse Level 1 \$74,108 - \$78,823

Lizanne van Scheppingen, Section 68 (1), 28 July 2025

Registered Nurse Level 1 \$80,378 - \$105,656

Silbi Thomas, Section 68 (1), 11 August 2025

Registered Nurse Level 1 \$ 81,181- \$106,712

Max Williams, Section 68(1), 14 August 2025

Note: This appointment is to a non-advertised vacancy and is made in accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2023-2026 common clause 53

Registered Nurse Level 1 \$ 81,181- \$106,712

Samantha McCracken, Section 68(1), 14 August 2025

Note: This appointment is to a non-advertised vacancy and is made in accordance with the ACT Public Sector Nursing and Midwifery Enterprise Agreement 2023-2026 common clause 53

Staff Specialist \$188,151 - \$232,185

Ahmed Khan, Section 68(1), 23 July 2025

Canberra Institute of Technology

Educator Level 1 \$105,447 - \$121,236

James Titheradge: 87735965, Section 68 (1), 14 July 2025

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 6 \$100,650 - \$114,448

Jessica Bingley, Section 68(1), 4 August 2025

Administrative Services Officer Class 6 \$100,650 - \$114,448

Vince Cosentini, Section 68(1), 4 August 2025

Administrative Services Officer Class 6 \$100,650 - \$114,448

Krysta Gregory, Section 68(1), 4 August 2025

Administrative Services Officer Class 4 \$84,901 - \$91,501

Claire Mackey, Section 68(1), 22 July 2025

Senior Officer Grade B \$146,705 - \$164,506

Kristy Ryan, Section 68 (1), 28 July 2025

City and Environment

General Service Officer Level 5/6 \$75,602 - \$83,420

Jeffrey Collins, Section 68(1), 5 August 2025

Infrastructure Officer 4 \$147,928 - \$167,363

Peter Moltmann, Section 68(1), 4 August 2025

Administrative Services Officer Class 6 \$100,650 - \$114,448

Anna Turnbull, Section 68(1), 5 August 2025

Bus Operator - Training \$83,862

Zimu Li, Section 68(1), 02/08 2025

Bus Operator - Training \$83,862

Stephen Jamieson, Section 68(1), 02/08 2025

Bus Operator - Training \$83,862

Gurdev Singh Bhullar, Section 68(1), 02/08 2025

Digital Canberra

Senior Information Technology Officer Grade B \$146,705 - \$164,506

Elizabeth Van Wyk, Section 68(1), 31 July 2025

Senior Information Technology Officer Grade B \$146,705 - \$164,506

Ben Eden, Section 68 (1), 31 July 2025

Education

Administrative Services Officer Class 5 \$93,784 - \$98,967

Vandana Puzhakkal, Section 68(1), 4 August 2025

School Assistant 4 \$77,970 - \$84,031

Amelia Gupte, Section 68(1), 18 August 2025

School Assistant 4 \$77,970 - \$84,031

Georgia Gocentas, Section 68(1), 21 July 2025

Teacher Level (EDU) \$89,501 - \$126,838

Jorja Cockburn, Section 68(1), 6 August 2025

Teacher Level (EDU) \$89,501 - \$126,838

James Weeden, Section 68(1), 4 August 2025

Health and Community Services

Administrative Services Officer Class 5 \$93,784 - \$98,967

Xuexiu Zhao, Section 68(1), 2 August 2025

Senior Officer Grade C \$125,344 - \$134,527

Erin Byrne, Section 68(1), 1 August 2025

Administrative Services Officer Class 3 \$76,985 - \$82,459

Natalie Stewart Section 68(1), 05/08/2025

Note: This appointment is made in accordance with The Public Sector Management Standards, Section 14, Direct Appointment of Employee General.

Infrastructure Canberra

Administrative Services Officer Class 5 \$93,784 - \$98,967

Arjun Dogra, Section 68 (1), 5 August 2025

Justice and Community Safety

Graduate Paramedic Intern \$86,155 plus penalties (10/14 SHIFT)

Rhiannon Llewellyn, Section 68 (1), 4 August 2025

Graduate Paramedic Intern \$82,972 plus penalties (10/14 SHIFT)

Will Brusamarello, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$82,972 plus penalties (10/14 SHIFT)

Kyle Cervo, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$108,728 plus penalties (10/14 SHIFT)

Alyssa Laggner, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$85,302 plus penalties (10/14 SHIFT)

Luiza Luppi, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$85,302 plus penalties (10/14 SHIFT)

Lauren Richmond, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$85,302 plus penalties (10/14 SHIFT)

Oscar Ricketts, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$85,302 plus penalties (10/14 SHIFT)

Hannah Smith, Section 68(1), 4 August 2025

Graduate Paramedic Intern \$85,302 plus penalties (10/14 SHIFT)

Nathan Whitmore, Section 68(1), 4 August 2025

Suburban Land Agency

Infrastructure Officer 4 \$147,928 - \$167,363

Kirsten Westaway Section 68(1), 04 August 2025

TRANSFERS

Canberra Health Services

Matthew Borg

From: \$87,882 - \$98,645

Canberra Health Services

To: Health Service Officer Level 5 \$68,093 - \$71,216

Canberra Health Services, Canberra (PN. 67098) (Gazetted 23 May 2025)

Julie Johnson

From: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services

To: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services, Canberra (PN. 58529) (Gazetted 11 March 2025)

Remy Peters

From: Registered Midwife Level 2 \$110,733 - \$117,053

Canberra Health Services

To: Registered Midwife Level 2 \$110,733 - \$117,053

Canberra Health Services, Canberra (PN. 603609) (Gazetted 24 February 2025)

Anita Shakya

From: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services

To: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services, Canberra (PN. 602698) (Gazetted 10 June 2025)

Giselle Harte

From: Enrolled Nurse Level 1 \$74,108 - \$78,823

Canberra Health Services

To: Enrolled Nurse Level 1 \$74,108 - \$78,823

Canberra Health Services, Canberra (PN. LP7066) (Gazetted 18 June 2025)

Chief Minister, Treasury and Economic Development

Kyah Fulivai

From: Senior Officer Grade C \$125,344 - \$134,527

Education

To: †Senior Officer Grade C \$125,344 - \$134,527

Chief Minister, Treasury and Economic Development, Canberra (PN. 61472) (Gazetted 23 June 2025)

City and Environment

Huiwen Jiang

From: Senior Officer Grade C \$134,527

Chief Minister, Treasury and Economic Development

To: Senior Officer Grade C \$125,344 - \$134,527

City and Environment, Canberra (PN. 69542) (Gazetted 16 May 2025)

Digital Solution

Application Support

Paul Truong

From: Health Professional Level 3 \$109,543 - \$117,878 (up to \$123,772 on achieving a personal upgrade)

Canberra Health Services

To: Information Technology Officer Class 3 \$100,650 - \$114,448,
Digital Canberra, Canberra (PN. 60782) (Gazetted 8 January 2025)

Justice and Community Safety

Tilly Gardner

From: Administrative Services Officer Class 6 \$100,650 - \$114,448

City and Environment

To: Administrative Services Officer Class 6 \$100,650 - \$114,448

Justice and Community Safety, Canberra (PN. 47899) (Gazetted 28 May 2025)

PROMOTIONS

Canberra Health Services

Chief Finance Officer

DCFO Branch

Revenue and Hospital Financial Services

Mikaela Briggs

From: Administrative Services Officer Class 3 \$76,223 - \$81,643

Canberra Health Services

To: Administrative Services Officer Class 4 \$84,061 - \$90,595

Canberra Health Services, Canberra (PN. 68109) (Gazetted)

This promotion is to a non-advertised vacancy and made in accordance with section 65 of the Public Sector Management Act 1994 (ACT) ('the PSM Act

Chief Operating Officer

General Manager Canberra Hospital

Integrated Operations Centre

Alison Dyer

From: Registered Nurse Level 3.1 \$126,196 - \$131,177

Canberra Health Services

To: †Registered Nurse Level 4.1 \$141,990

Canberra Health Services, Canberra (PN. 46523) (Gazetted 10 October 2024)

Executive Director Medical Services

Bryan Faraon

From: Registered Nurse Level 1 \$81,181 - \$106,712

Canberra Health Services

To: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services, Canberra (PN. 60132) (Gazetted 31 July 2024)

Chief operating officer

Divya Jose

From: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services

To: †Registered Nurse Level 3.1 \$126,196 - \$131,177

Canberra Health Services, Canberra (PN. 40407) (Gazetted 22 April 2025)

Chief Operating Officer

General Manager Canberra Hospital

Women, Youth and Children

Anna McLeod

From: Health Professional Officer 4 \$125,344 - \$139,120

Canberra Health Services

To: † Health Professional Officer 5 \$146,705 - \$164,506

Canberra Health Services, Canberra (PN.28548) (Gazetted: 25 June 2025)

Canberra Health Services

Chief Operating Officer

General Manager Canberra Hospital

Medicine

Natalie Monkivitch

From: Administrative Services Officer Class 6 \$100,650 - \$114,448

Canberra Health Services

To: † Senior Officer Grade C \$125,344 - \$134,527

Canberra Health Services (PN.69414) (Gazetted 08 July 2025)

Canberra Health Services

Chief Operating Officer

Joshua Kristy-Purcell: 82751253

From: Registered Nurse Level 2 \$110,733 - \$117,053

Canberra Health Services

To: †Registered Nurse Level 3.1 \$126,196 - \$131,177

Canberra Health Services, Canberra (PN.12077) (Gazetted 5 June 2025)

Chief Operating Officer

General Manager Canberra Hospital

Rehabilitation, Aged and Community Services

India Anderson

From: Health Professional Level 2 \$89,134 - \$106,625

Canberra Health Services

To: Health Professional Level 3 \$109,543- \$123,772 personal upgrade

Canberra Health Services, Canberra (PN. 68462) (Gazetted 23 May 2025)

NCH

People & Culture

Jordan Leitch

From: Administrative Services Officer Class 5 \$93,784 - \$98,967

Canberra Health Services

To: Senior Officer Grade C \$125,344 - \$ 134,527

North Canberra Hospital, Canberra, (PN. 602838) (Gazetted 05 November 2024)D

Canberra Institute of Technology

Education Futures & Students

CIT Trade Skills

Automotive

Ian Bugden

From: Technical Officer Level 2 \$76,017 - \$86,300

Canberra Institute of Technology

To: Educator Level 1 \$105,447 - \$121,236

Canberra Institute of Technology, Canberra (PN. 51954) (Gazetted 18 July 2025)

Chief Minister, Treasury and Economic Development

Office of Industrial Relations and Workforce Strategy

ACTPS Employment and Industrial Relations

Industrial Relations

Emma Herron

From: Administrative Services Officer Class 6 \$100,650 - \$114,448

Chief Minister, Treasury and Economic Development

To: † Senior Officer Grade C \$125,344 - \$134,527

Education (PN. 61474) (Gazetted 23 June 2025)

City and Environment

Transport Canberra and City Services Division

Transport Canberra and Business Services

Capital Linen Service (CLS)

CAMDEN CASHION

From: Capital Linen Service Band 1 \$63,489

City and Environment

To: †Capital Linen Service Band 4 \$77,392 - \$82,251

City and Environment, Canberra (PN. 29710) (Gazetted 13 June 2025)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

Transport Canberra and Business Services

Transport Canberra and Bus Operations

Bus Operations

Rajesh Shahi

From: Assistant in Nursing \$63,643 - \$65,623

Canberra Health Services

To: †Bus Operator - Training \$83,862

City and Environment, Canberra (PN. SBOT45) (Gazetted 11 February 2025)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

Digital Canberra

DDTS

CESB

Service Assurance

Yulin Zhang

From: Administrative Services Officer Class 4 \$84,901 - \$91,501

Digital Canberra

To: Administrative Services Officer Class 5 \$93,784 - \$98,967

Digital Canberra, Canberra (PN. 16474) (Gazetted 6 August 2025)

This promotion is to a non-advertised vacancy and is made in accordance with The Public Sector Management Standards, Section 20, Direct Promotion - General.

Education

Belconnen

Aranda Primary School

Grace Edwards

From: School Assistant 3 \$65,463 - \$70,118

Education

To: †Administrative Services Officer Class 6 \$100,650 - \$114,448

Education, Canberra (PN. 51916) (Gazetted 26 June 2025)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

System Policy and Reform

Early Childhood Education

Early Childhood Education

Rebecca Morgan

From: Administrative Services Officer Class 5 \$93,784 - \$98,967

Education Directorate

To: † Senior Officer Grade C \$125,344 - \$134,527

Education (PN. 40366) (Gazetted)

This promotion is to a non-advertised vacancy and is made in accordance with The Public Sector Management Standards, Section 20, Direct Promotion - General.

Sophie Hedgecoe

From: School Assistant 2/3 \$58,291 - \$70,118

Education

To: School Assistant 4 \$77,970 - \$84,031

Education, Canberra (PN. 68142)

Rebecca Baseley

From: School Assistant 2/3 \$58,291 - \$70,118

Education

To: School Assistant 4 \$77,970 - \$84,031

Education, Canberra (PN. 43595)

Health and Community Services

Policy, Partnerships and Programs

Health Policy and Strategy Branch

Social Policy

Katharine Wallis

From: Administrative Services Officer Class 6 \$100,650 - \$114,448

Health and Community Services

To: †Senior Officer Grade C \$125,344 - \$134,527

Health and Community Services, Canberra (PN. 69668) (Gazetted 3 July 2024)

Inclusion

Women, Youth Engagement and Multicultural Affairs

The National Multicultural Festival

Claire Huxley

From: Administrative Services Officer Class 5 \$93,784- \$98,967

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$100,650 - \$114,448

Health and Community Services (PN. 41258) (Gazetted 17 June 2025)

Infrastructure Canberra

Transport and Civil

Program Delivery Office

Project Controls

Pei-Syuan Wu

From: Administrative Services Officer Class 5 \$93,784- \$98,967

Infrastructure Canberra

To: Administrative Services Officer Class 6 \$100,650 - \$114,448

Infrastructure Canberra (PN. 13127) (Gazetted 24 June 2025)

CORRIGENDA

Canberra Institute of Technology

James Titheradge

Change of start date. Appointment was originally gazetted on 17 June 2025. Will be re-gazetted 07 August 2025.

