





LEX-35653

Director | Business Partner – Biosecurity, Operations and Compliance Group  
s 22(1)(a)(ii)

Department of Agriculture, Fisheries and Forestry

Financial Management & Investment Branch | Finance & Investment Division

Agriculture House 70 Northbourne Ave, Canberra ACT 2600 Australia

GPO Box 858 Canberra ACT 2601 Australia



## EL2 Director Biosecurity Cost Recovery

<b>Job Reference</b>	2025/3850
<b>Classification</b>	EL 2 - \$146,942 - \$170,725
<b>Division</b>	Finance & Investment
<b>Branch</b>	Funding and Revenue
<b>Section</b>	Biosecurity Cost Recovery
<b>Location</b>	Canberra, ACT
<b>Employment Status</b>	Temporary opportunity for acting at a higher classification (higher duties) and temporary transfer at level for 12 months.
<b>Hours</b>	Full Time
<b>Security Clearance</b>	Baseline

### Who we are

The **Finance and Investment Division** supports the department to be efficient, effective and financially sustainable. The division provides strategic financial advice and support to the department, the offices of the minister and to industry stakeholders. The division delivers on business objectives by partnering with the department, providing high quality customer service, advice and support and a nationally consistent approach to business, with consideration to the government's fiscal environment, its significant reform agenda and the department's imperative to maintain financial sustainability.

The **Funding and Revenue Branch** is the 'policy' arm of Finance and Investment Division. The Funding and Revenue Branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and oversee the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups, and our Minister.

The **Biosecurity Cost Recovery Section** supports sustainable funding for the department by developing and implementing cost recovery policy and support for the biosecurity (import) arrangement. Cost recovery is a fundamental component of the department's financial resource base. It enables key regulatory and service provision activities across biosecurity and agricultural exports regulation. Cost recovery is broader than just the numbers and requires a multi-disciplinary team including people with policy, programme management, legislation, and general

administration, as well as those with finance skills. Together, the team supports the department in protecting Australian agricultural producers, our environment and our way of life.

### **The Job**

As Director for the Biosecurity Cost Recovery section, you are responsible for the following tasks:

- Managing the internal financial and policy framework that supports cost recovery of biosecurity regulatory activities undertaken by the department
- Applying the government charging framework and related cost recovery policies to the department's application of cost recovery
- Nurturing relationships with operational, system and finance teams to facilitate effective information sharing and management of cost recovery revenue and expenses
- Ensuring policies, processes and learning materials are available to stakeholders on cost recovery and can be used to promote literacy with the department and industry
- Developing team capability in an environment of continuous improvement, supporting staff to succeed through learning opportunities and coaching
- Representing the department on cost recovery matters with internal and industry stakeholders, and support sustainable cost recovery initiatives
- Leading the section with a culture of client service and collaboration while managing section, branch and division priorities and achieving organisational outcomes
- Supporting the Assistant Secretary Funding and Revenue Branch, in achieving the department's outcomes
- Providing accurate, pertinent and timely advice to support the Minister and the department's senior executives to achieve the government's outcomes for the AFF portfolio
- Providing leadership to the branch in conjunction with other FRB Directors.
- Contributing to the financial management of the Branch through budget management and efficient allocation of resources.
- Managing competing priorities in a dynamic environment, whilst balancing immediate operational needs with long-term objectives.
- Applying sound judgement and risk management in decision-making, ensuring compliance with legislative, policy, and governance frameworks.

### **What we are looking for**

#### **Knowledge and experience**

The ideal candidate will have:

- A strong demonstrated understanding of cost recovery, including the Australian Government Charging Policy and the Australian Government Cost Recovery Policy.
- Demonstrated ability to communicate effectively and confidently both verbally and in writing, including presenting findings and recommendations to executive audiences and briefs to our Ministers.
- Ability to effectively manage complex and competing priorities while achieving team and project outcomes in line with agency goals and objectives.
- Strong interpersonal skills to develop and manage key strategic relationships with a broad range of internal and external stakeholders and promote best practice in cost recovery.
- 5+ years' experience in a program management or similar area of a commonwealth department/agency.

## **Skills and capabilities**

### **Interpersonal Skills**

- Strong interpersonal skills to develop and manage key strategic relationships with a broad range of internal and external stakeholders.
- Ability to work strategically by engaging with other business areas as required and exploring creative alternatives to solving problems in line with agency goals and objectives.
- Demonstrated experience in leading people effectively, providing guidance, and mentoring teams to drive high performance with a capacity to lead by example and nurture professional growth aligned to APS Values and Code of Conduct.
- Ability to manage and achieve quality and timely outputs while working in both a team and autonomously.
- Experience in finance and resource management, contributing to the development and implementation of strategic initiatives.

### **Technical Acumen**

- In-depth knowledge and experience in the Australian Government Charging Policy and the Australian Government Cost Recovery Policy

## **Eligibility and other requirements**

### **Mandatory Qualifications**

- A degree-level qualification or higher that demonstrates research or critical thinking skills.

### **Security Clearance**

- This position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

## **Statement of claims**

Applicants are required to submit a current CV/resume (max 4 pages) and a statement of claims **(750 words maximum)** outlining why you are interested in these positions and why you believe that you have the skills, capabilities, knowledge, and experience to be considered for the role. Please provide examples which demonstrate your ability to perform the duties of the positions.

The key areas, or points, listed above describe the particular skills, capabilities, knowledge, and experience, and where applicable, the qualifications required to achieve the desired outcomes for the role. Your statement of claims against these is an essential part of the shortlisting process. If shortlisted, applicants may be asked to attend an interview to provide further examples against these key areas/points to demonstrate their ability to perform the duties of the position.

Applicants must demonstrate the ways in which they will be of value to the job and the organisation. You must make sure that you adequately address each key area or point and cite evidence of your suitability. Do not simply state that you meet the requirements - it is essential that you provide examples from your current or past role(s) which demonstrate how you meet each of

the key areas or points. You should focus on how your experience, achievements and capabilities will enable you to successfully undertake the responsibilities of the role(s).

The Australian Public Service Commission has produced an excellent guide to applying for jobs in the Australian Public Service. You can access this information at APSCs [Cracking the Code](#).

### **Work Health and Safety Obligations**

All workers (APS1-Secretary) have a duty to take reasonable care for their own health and safety whilst at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons and to comply with any reasonable instruction given to comply with the Work Health and Safety legislation.

All supervisors and managers (APS5-EL1) play a significant role by modelling safe work behaviours and clearly setting the standard for acceptable behaviour in the workplace. Supervisors and managers play a critical role in supporting 'Officers' to exercise due diligence and in consulting with duty holders.

An Officer (EL2-Secretary) makes and participates in making decisions that affect the whole or a substantial part of the department. Employees at the SES Band 2 and above classification are considered to be Officers under the *Work Health and Safety Act 2011 (Cth)* with all EL 2 and above required to complete officer due diligence training. Officers have a duty to be proactive and continuously ensure that the department complies with relevant duties and obligations.

### **Contact**

Name: Maria Loyman  
Phone number: 02 6271 6679  
Email address: [Maria.Loyman@aff.gov.au](mailto:Maria.Loyman@aff.gov.au)

### **Closing Date**

Applications close: **11:00 pm (AEDT) on 21 December 2025**

s 22(1)(a)(ii)

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# s 22(1)(a)(ii)

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**From:** Howe, Paul <Paul.Howe@aff.gov.au>

**Sent:** Monday, 20 October 2025 10:33 AM

**To:** s 47E(d) @agriculture.gov.au>

**Subject:** Expressions of Interest - EL2 Director - Digitals Services Division (DSD) Finance Business Partner Section [SEC=OFFICIAL]

OFFICIAL

Hi all,

I am seeking expressions of interest for the role of **EL2 Director, DSD Finance Business Partner Section**. This opportunity is available for:

- **EL2 staff** seeking a transfer at level, or
- **high-performing substantive EL1 staff** interested in an **acting opportunity** for a period of up to **6 months**.

The DSD FBP Director leads the section to deliver strategic, accurate and timely advice to DSD stakeholders, and partner with these stakeholders, and other FID stakeholders in providing excellent customer service and delivering high quality outcomes.

Candidates with strong interpersonal and technical financial skills, and experience in finance business partnering, will be well suited to the role. Accounting qualifications are highly desirable.

Please discuss this opportunity with your current manager prior to providing your interest.

Attached is a role description for this opportunity. If you are interested, please send your CV and a covering email summarising your skills and experience (maximum 400 words) to me by **10am, Wednesday 29 October 2025**.

Should you have any questions or require further details about the role, please feel free to reach out to me.

Regards,  
Paul

**Paul Howe**

**Assistant Secretary | Financial Management and Investment Branch | P: 02 6272 4036 | M: s 47F(1)**

Finance and Investment Division  
Department of Agriculture, Fisheries and Forestry  
Agriculture House, 70 Northbourne Ave, Canberra ACT 2601 Australia  
GPO Box 858 Canberra ACT 2601 Australia

Executive Assistant | [s 22\(1\)\(a\)\(ii\)](#) | [s 22\(1\)\(a\)\(ii\)](#) | [s 22\(1\)\(a\)\(ii\)](#) | [@aff.gov.au](mailto:@aff.gov.au)



We acknowledge the continuous connection of First Nations Traditional Owners and Custodians to the lands, seas and waters of Australia. We recognise their care for and cultivation of Country. We pay respect to Elders past and present, and recognise their knowledge and contribution to the productivity, innovation and sustainability of Australia's agriculture, fisheries and forestry industries.

**OFFICIAL**



## EL 2 - Business Partnering EOI

<b>Classification</b>	EL 2
<b>Division</b>	Finance & Investment
<b>Branch</b>	Financial Management & Investment
<b>Section</b>	Digital Services Division (DSD) Finance Business Partner
<b>Location</b>	Canberra (ACT), Sydney (NSW), Brisbane (QLD), Adelaide (SA), Melbourne (VIC) (existing flexible working conditions can be maintained upon review and approval)
<b>Employment Status</b>	Both Ongoing (permanent) and non-Ongoing (temporary acting arrangement)
<b>Hours</b>	Full Time or Part Time
<b>Security Clearance</b>	Baseline Vetting
<b>Term</b>	6 months initially.

### Who we are

The Finance and Investment Division supports the department to be efficient, effective, and financially sustainable. The division provides strategic financial advice and support to the department, the offices of the minister and to industry stakeholders. The division delivers on business objectives by partnering with the department, providing high quality customer service, advice and support and a nationally consistent approach to business, with consideration to the government's fiscal environment, its significant reform agenda, and the department's imperative to maintain financial sustainability.

The Financial Management Branch is responsible for divisional finance support; internal budgeting and management reporting; treasury, taxation, and government loans; financial accounting including financial statements and monthly government reporting; asset management and financial reporting. Finance Business Partner Teams partner across the business and with senior executives to provide strategic financial advice and assistance on financial related issues. These teams prepare monthly divisional financial management reports, monitor budgets and forecasts that reflect the Division's business plan, and most importantly provide a conduit to the Chief Finance Officer (CFO).

Finance Business Partner (FBP) Teams partner across the business and with senior executives to provide strategic financial advice and assistance on financial related issues. These teams prepare monthly divisional financial management reports, monitor budgets and forecasts that reflect the Division's business plan, and most importantly provide a conduit to the Chief Finance Officer (CFO).

**The Job**

Following the implementation of *Building a Strong Corporate Centre – Stream Two (Stream Two)*, FID is seeking to fill a vacancy in the Finance Business Partner – Digital Services Division team.

As an EL 2 in the DSD Finance Business Partner team, a summary of the role includes:

- Leading a team to deliver strategic, accurate and timely advice to DSD stakeholders, and partner with these stakeholders in providing excellent customer service and delivering high quality outcomes.
- Lead the FBP-DSD team to deliver additional financial responsibilities and functions for DSD, outside the standard FBP service offering that were transferred as part of the Strong Corporate Centre project, including:
  - Invoice processing for DSD.
  - Contractor timesheet review and matching to invoicing.
  - Financial advice to key ICT projects being run through DSD, including CapSTAR.
- Work closely with the AS FMIB on strategic issues facing DSD and its associated projects, and provide timely and accurate financial advice to stakeholders in line areas.
- Collaborate closely with other Finance Business Partners, in particular the SEEG Finance Business Partner team, and the DBD Finance Business Partner teams, to ensure consistent approaches, messaging, and management of issues.
- Set the strategic priorities for the team, consistent with the direction provided by the CFO and AS FMIB.
- Drive the successful implementation of the new Finance Business Partner Model.
- Provide strong leadership to junior staff within the team, including managing deliverables, workloads, performance, conflicts, and setting the direction of the team to deliver on outcomes.
- Prepare and advise on monthly financial reports and other ad hoc reports.
- Analyse, interpret and advise on business area financial performance, including a strong focus on staffing levels, contracted staff, and emerging financial risks that can impact delivery.
- Leadership, guidance and quality assurance of the development of group internal budgets and forecasts.

A detailed task listing can be found in the Finance and Investment Business Partner Model Detail document accompanying the EOI email.

**What we are looking for****Knowledge and experience**

- Experience building & maintaining relationships with a network of internal and external stakeholders at all levels.
- Managing, motivating & developing a high performing team of client focussed, solution driven staff who have clarity on their roles, responsibilities, expected values and behaviours.
- A strong understanding of accounting standards and methodology as they apply to DSD finances, including asset accounting. This should be complemented by detailed knowledge of PGPA Act requirements as they relate to financial management.
- An understanding of cost recovery principles.
- Experience in leading and undertaking complex financial analysis and providing evidence-based advice & policy direction to stakeholders including executives.

- Experience in leading and motivating stakeholders/team through change working collaboratively across an organisation and externally.

### **Skills and capabilities**

- Demonstrated strategic focused leadership skills.
- Demonstrated ability to interpret and communicate complex financial matters to a range of stakeholders with varying degrees of financial literacy.
- Demonstrated ability to illustrate the relationship between operational tasks and organisational goals.
- Demonstrated ability to lead teams to deliver high quality outcomes, including through innovation and continuous improvement.
- Possess highly developed communication, interpersonal and financial skills with an emphasis on working collaboratively.
- Be flexible, creative and have the demonstrated ability to manage multiple deadlines under pressure.

### **Desirable qualifications**

Accounting or finance related tertiary qualifications. Professional qualifications or working towards (CPA, CAANZ or other relevant professional institution).

### **Eligibility and other requirements**

**Citizenship** - To be eligible for employment with the Department of Agriculture, Fisheries and Forestry you must be an Australian citizen.

**Security Clearance** - This position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

### **Requirement to be vaccinated under public health orders**

It may be a condition of your employment that:

1. if you are required to be vaccinated against COVID-19 under an applicable Australian law; or
2. if the department is unable under an applicable Australian law to permit you to attend for work (ie outside of your usual place of residence) unless you are vaccinated against COVID-19,

you must be up to date with your COVID-19 vaccinations, and you must also comply with all recommendations from public health authorities regarding any additional vaccinations that ensure the effectiveness of the COVID-19 vaccine that you have received.

### **Work Health and Safety Obligations**

All workers (APS1-Secretary) have a duty to take reasonable care for their own health and safety whilst at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons and to comply with any reasonable instruction given to comply with the Work Health and Safety legislation.

All supervisors and managers (APS5-EL1) play a significant role by modelling safe work behaviours and clearly setting the standard for acceptable behaviour in the workplace. Supervisors

and managers play a critical role in supporting 'Officers' to exercise due diligence and in consulting with duty holders.

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### **RecruitAbility**

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

### **Contact**

Name: Paul Howe  
Email address: [Paul.Howe@aff.gov.au](mailto:Paul.Howe@aff.gov.au)

### **How to apply:**

**Provide a copy of your current resume.**

**Provide a covering email/document, no longer than 400 words, addressing your suitability against the above Skills and Capabilities section.**

### **Closing Date**

Applications close: 10 am (AEDT) Wednesday 29 October 2025.

**Please note** that this role may be able to be performed from any of the locations listed above.

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



## Director, Business Analysis and Cost Modelling

<b>Job Reference</b>	2025/346
<b>Classification</b>	EL 2 - \$146,942 - \$170,725
<b>Division</b>	Finance & Investment
<b>Branch</b>	Funding and Revenue Branch
<b>Section</b>	Business Analysis and Cost Modelling Team
<b>Location</b>	Adelaide, SA, Brisbane, QLD, Canberra, ACT, Melbourne, VIC, Sydney, NSW
<b>Employment Status</b>	Temporary opportunity for acting at a higher classification (higher duties) or temporary transfer at level for 12 months, and Ongoing (Permanent) transfer at level
<b>Hours</b>	Full Time or Part Time
<b>Security Clearance</b>	Baseline

### Who we are

The **Finance and Investment Division** supports the department to be efficient, effective, and financially sustainable. The division provides strategic financial advice and support to the department, the offices of the minister and to industry stakeholders. The division delivers on business objectives by partnering with the department, providing high quality customer service, advice and support and a nationally consistent approach to business, with consideration to the government's fiscal environment, its significant reform agenda, and the department's imperative to maintain financial sustainability.

The **Funding and Revenue branch** is the 'policy' arm of Finance Division. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile and we often get to engage directly with the department's external stakeholders including industry, representative groups and our Ministers.

The Funding and Revenue Branch within the Finance and Investment Division is looking for a Director to lead the Business Analysis and Cost Modelling team. You will further strengthen the department's costing model environment for cost recovery activities; and deliver the Portfolio Charging Review (PCR) for the DAFF Portfolio. We are seeking expressions of interest from suitably qualified and experienced EL2, or high performing EL1, officers to act in the role for approximately 12 months pending permanent filling of the position.

## The Job

The central functions provided will include:

- analysing current processes and workflows across the identified cost recovery functions and providing recommendations where required
- developing an activity catalogue and mapping it to the business processes and relevant activities by developing a rolling program plan to extend the 'bottom-up' cost modelling across the department
- providing detailed insights into potential improvements across the charging processes such as for the Post Entry Quarantine capability, import permits, and other cost recovery processes
- embedding deeper business analysis from 'bottom-up' modelling as part of considering annual resource planning and the cost centre driver review, to ensure the current model is reflective of the effort of relevant business activities
- lead the delivery of the DAFF PCR, looking at current and potential charging arrangements for the Portfolio and reporting on outcomes and recommendations to the Minister
- collaborating with the Department's Finance Business Partners and Cost Recovery teams to support the transition of bottom-up modelling outcomes into the cost model business-as-usual processes
- building internal capability to expand 'bottom-up' cost model across additional cost recovery functions to provide the complete picture and full assurance over the cost recovery arrangements.

## What we are looking for

### **Knowledge and experience**

The ideal candidate will have:

- a strong demonstrated understanding and experience with activity-based costing methodologies, government cost recovery policies and processes, including the Charging Framework, the Commonwealth Budget Process, government reporting and key financial issues facing smaller Commonwealth agencies
- relevant accounting qualifications, including professional accreditation
- demonstrated ability to undertake work that is complex in nature and have or be able to gain an in-depth understanding of relevant legislation and policy frameworks to ensure compliance
- the ability to undertake analysis to identify gaps of current and expected requirements of services including understanding cost recovery drivers, providing analysis on gaps, options, challenges, risk, opportunities and impact on services required
- a proven ability in building collaborative and productive networks across the Department, government, industry and portfolio agencies
- a proven ability to identify and analyse critical and emerging issues, providing strategic advice and high-level support to the CFO
- the ability to effectively manage competing priorities and strategic directions by ensuring team planning and project outcomes align with agency goals and objectives.

### **Skills and capabilities**

For this acting opportunity, we are looking for candidates who show initiative, displays strong leadership both internally and externally, take accountability for results, and can demonstrate the ability to provide strategic and operational leadership.

## **Mandatory Qualifications**

Candidates must have experience with the Australian Government Financial Management process and have accounting qualifications. A CPA/CA qualification or extensive experience in accounting is required.

## **Eligibility and other requirements**

**Security Clearance** - This position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

## **The successful applicant must:**

### **Statement of claims**

Applicants are required to submit a statement of claims **(800 words maximum)** outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

The key areas, or points, listed above describe the particular skills, capabilities, knowledge, and experience and where applicable the qualifications required to achieve the desired outcomes for the role and your statement of claims against these is an essential part of the shortlisting process. If shortlisted, applicants may be asked to attend an interview to provide further examples against these key areas/points to demonstrate their ability to perform the duties of the position.

Applicants must demonstrate the ways in which they will be of value to the job and the organisation. You must make sure that you adequately address each key area or point and cite evidence of your suitability. Do not simply state that you meet the requirements - it is essential that you provide examples from your current or past role(s) which demonstrate how you meet each of the key areas or points. You should focus on how your experience, achievements and capabilities will enable you to successfully undertake the responsibilities of the role.

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## **Work Health and Safety Obligations**

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**Contact**

Name: Maria Loyman  
Phone number: s 47F(1)  
Email address: [maria.loyman@aff.gov.au](mailto:maria.loyman@aff.gov.au)

**Closing Date**

Applications close: **11:00 pm (AEDT) on Wednesday 26 March 2025**



## Director Finance Projects

<b>Job Reference</b>	2025/3123
<b>Classification</b>	EL 2 - \$146,942 - \$170,725
<b>Division</b>	Finance & Investment
<b>Branch</b>	Financial Operations
<b>Section</b>	Finance Projects
<b>Location</b>	70 Northbourne Avenue Canberra ACT 2601 1 Dean Street Moonee Ponds VIC 3039
<b>Employment Status</b>	Temporary opportunity for acting at a higher classification (higher duties) and temporary transfer at level for nine months with a possibility of extension
<b>Hours</b>	Full Time
<b>Security Clearance</b>	Baseline

### Who we are

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**Financial Operations Branch** provides shared services for the department including corporate services such as travel, credit cards, procurement, grants policy, advice and reporting, payroll services, procurement, accounts receivable, debt management and accounts payable. The branch also provides a project management and oversight role for some of the critical projects for the division.

The **Finance Projects team** is delivering projects to modernise revenue integrations and other revenue related improvements in TechnologyOne; as well as delivering an Activity Based Costing System.

### The Jobs

- Lead and deliver projects,
- Manage project lifecycle activities including planning, execution, change management, stakeholder communications, training development, and documentation tailored to diverse audiences.

- Provide strategic advice to project teams and sponsors on emerging risks, ensuring proactive mitigation strategies are in place.
- Build and maintain strong relationships across DAFF and with external vendors to support collaborative delivery of business improvements.
- Report project progress and outcomes to governance forums including the FMIS Board, ensuring transparency and accountability.
- Support executive priorities through leadership contributions, including executive briefings and divisional initiatives.
- Foster a positive team culture, managing performance and development of project staff to ensure high engagement and delivery standards.
- Communicate effectively with stakeholders through clear, confident, and tailored messaging, both written and verbal.

## **What we are looking for**

### **Knowledge and experience**

Experience in project management particularly with finance related projects, such as revenue integrations, TechnologyOne and Activity Based Costing systems.

### **Skills and capabilities**

- Knowledge of project management principles and methodologies with an ability to deliver on intended results while adapting to strategic and operational changes, and effectively prioritising tasks to deliver outcomes in a timely manner.
- Experience with delivering and supporting finance projects business requirements, testing and change management, communications and training documentation.
- Strong interpersonal skills to develop and manage key strategic relationships with a broad range of internal and external stakeholders.
- Demonstrated ability to communicate effectively and confidently both verbally and in writing, including presenting findings and recommendations to executive audiences.
- Ability to achieve quality and timely outputs while working in both a team and autonomously.
- Demonstrated experience in leading people effectively, providing guidance, and mentoring teams to drive high performance with a capacity to lead by example and nurture professional growth aligned to the APS Values and Core 4 values.
- Manage and deploy resources for the purpose of achieving business outcomes and deliverables.
- Ability to work strategically by engaging with other business areas as required and explore creative alternatives to solving problems.

## **Eligibility and other requirements**

**Security Clearance** - These positions requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

### **Statement of claims**

Applicants are required to submit a statement of claims (**500 words maximum**) outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge

and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

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### **Contact**

Name: Sophia Farmakis  
Phone number: s 47F(1)  
Email address: [Sophia.Farmakis@aff.gov.au](mailto:Sophia.Farmakis@aff.gov.au)

### **Closing Date**

Applications close: **11:00 pm (AEST) on Sunday 14 September 2025**



## Director - Finance Training and Transformation

<b>Job Reference</b>	2025/3606
<b>Classification</b>	EL 2 - \$146,942 - \$170,725
<b>Division</b>	Finance and Investment
<b>Branch</b>	Funding and Revenue
<b>Section</b>	Finance Training and Transformation
<b>Location</b>	Canberra, ACT
<b>Employment Status</b>	Ongoing (permanent)
<b>Hours</b>	Full Time
<b>Security Clearance</b>	<b>Baseline</b>

### Who we are

The **Finance and Investment Division** supports the department to be efficient, effective and financially sustainable. The division provides strategic financial advice and support to the department, the offices of the minister and to industry stakeholders. The division delivers on business objectives by partnering with the department, providing high quality customer service, advice and support and a nationally consistent approach to business, with consideration to the government's fiscal environment, its significant reform agenda and the department's imperative to maintain financial sustainability.

The **Funding and Revenue branch** is the 'policy' arm of Finance and Investment Division. The Funding and Revenue Branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and oversee the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups, and our Minister.

The **Finance Training and Transformation team** is responsible for developing training content and collaborating with SMEs to design, refine, pilot and implement finance training courses ensuring employees are equipped with the relevant information they need to undertake their roles with a view of uplifting financial management capability across DAFF. In addition, the team is responsible for the delivery of the Financial Management Program under the broader Department Transformation Action Plan; focussing in supporting the three central capability themes of Financial Capability Building; Financial Governance and Financial Architecture.

## The Job

The Director will exercise a significant degree of independence and will use a high-level of decision-making and judgement. The key duties of the position include, but are not limited to:

- leading, coordinating and assuming responsibility for highly complex or sensitive projects and work program outcomes across the function that have strategic or operational significance to DAFF under the broader Department Transformation Action Plan
- developing an overall financial performance management and accountability framework, including policies and guidance materials
- supporting the development of finance training content in collaboration with SMEs to design, refine, pilot and implement finance training courses with a view of uplifting financial management capability across DAFF
- managing competing priorities in a dynamic environment, whilst balancing immediate operational needs with long-term objectives
- applying sound judgement and risk management in decision-making, ensuring compliance with legislative, policy, and governance frameworks
- strengthening relationships with internal and external stakeholders to build strategic alliances and achieve mutually beneficial outcomes
- contributing to the financial management of the Branch through budget management and efficient allocation of resources
- facilitating an inclusive and positive team culture, provide strong leadership, and support team members in enhancing their capability and professional development, while ensuring employee engagement and wellbeing

### Please note:

- This recruitment process will initially be used to fill **one vacancy on an ongoing basis**.
- The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

### Flexible working arrangements

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

### What we are looking for

#### Knowledge and experience

The successful applicant will be able to demonstrate the following knowledge or experience:

- demonstrated experience in providing strategic direction and delivery of outcomes in complex environments, balancing immediate operational needs with long-term objectives
- demonstrated experience in strong leadership and people management capabilities
- experience in building and sustaining strong working relationships with external stakeholders, senior management, and team members employing a consultative and influencing approach to achieve positive outcomes and are an excellent communicator
- experienced in adapting to varied functions and challenges across the department.
- demonstrated experience in driving innovation, continuous improvement, and capability development within your area of responsibility.

**Skills and capabilities**

The successful applicants will possess the following attributes, skills and capabilities:

- demonstrated ability to communicate effectively and confidently both verbally and in writing, including presenting findings and recommendations to executive audiences
- strong interpersonal skills to develop and manage key strategic relationships with a broad range of internal and external stakeholders
- ability to work strategically by engaging with other business areas as required and exploring creative alternatives to solving problems, including up-skilling, process re-design, on-going process audits and regular reporting
- demonstrated experience in leading people effectively, providing guidance, and mentoring teams to drive high performance with a capacity to lead by example and nurture professional growth aligned to APS Values and Code of Conduct
- effectively manage competing priorities and strategic directions when achieving team planning and project outcomes in line with agency goals and objectives
- ability to manage and achieve quality and timely outputs while working in both a team and autonomously, including the ability to produce high-quality reports and present to senior stakeholders
- expertise in finance and resource management, contributing to the development and implementation of strategic initiatives. Technical Acumen
- in-depth knowledge and experience in the external budget process within an Australian Government
- an understanding of the Australian Government's financial framework, current technical accounting treatments, governance and financial practices in a public sector environment
- proficiency in the use of Microsoft Office suite with a robust and sophisticated understanding of how to use Microsoft Excel
- experience with the Australian Government Financial Management process and / or have accounting qualifications.

**Mandatory qualifications**

- Have experience with the Commonwealth budget process, Australian Government Financial Management process and / or have accounting qualifications.

**Eligibility and other requirements**

**Citizenship** - To be eligible for employment with the Department of Agriculture, Fisheries and Forestry you must be an Australian citizen.

**Security Clearance** - This position requires a Baseline Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

**Pre-employment Check** - Your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period of 6 months.

**Statement of claims**

Applicants are required to submit a current CV/resume (**maximum 4 pages**) and a statement of claims (**750 words maximum**) outlining why you are interested in this position and why you believe that you have the skills, capabilities, knowledge and experience to be considered for this role. Please provide examples which demonstrate your ability to perform the duties of the position.

The key areas, or points, listed above describe the particular skills, capabilities, knowledge, and experience and where applicable the qualifications required to achieve the desired outcomes for the role and your statement of claims against these is an essential part of the shortlisting process. If shortlisted, applicants may be asked to attend an interview to provide further examples against these key areas/points to demonstrate their ability to perform the duties of the position.

Applicants must demonstrate the ways in which they will be of value for the job and the organisation. You must make sure that you adequately address each selection criteria and cite evidence of your suitability. Do not simply state that you meet the requirements of the selection criteria. It is essential that you provide examples from your current or past role(s) which demonstrates how you meet each criterion. You should focus on how your experience, achievements and capabilities will enable you to successfully undertake the responsibilities of the role(s).

The Australian Public Service Commission has produced an excellent guide to applying for jobs in the Australian Public Service. You can access this information at APSCs [Cracking the Code](#).

**Work Health and Safety Obligations**

All workers (APS1-Secretary) have a duty to take reasonable care for their own health and safety whilst at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons and to comply with any reasonable instruction given to comply with the Work Health and Safety legislation.

All supervisors and managers (APS5-EL1) play a significant role by modelling safe work behaviours and clearly setting the standard for acceptable behaviour in the workplace. Supervisors and managers play a critical role in supporting 'Officers' to exercise due diligence and in consulting with duty holders.

An Officer (EL2-Secretary) makes and participates in making decisions that affect the whole or a substantial part of the department. Employees at the SES Band 2 and above classification are considered to be Officers under the Work Health and Safety Act 2011 (Cth) with all EL 2 and above required to complete officer due diligence training. Officers have a duty to be proactive and continuously ensure that the department complies with relevant duties and obligations.

**RecruitAbility**

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

### **VetPaths**

The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six-month program offering formal learning and development, career mentoring and activities for wellness and peer support. More information can be found [here](#).

### **Right to Disconnect**

The Fair Work Legislation Amendment (Closing Loophole No. 2) Act 2024 provides an enforceable workplace right for an employee to refuse contact or attempted contact from an employer or third party, outside of their working hours, unless the refusal is unreasonable. For further information please review the Right to Disconnect in the Public Sector guidance from the APSC

### **Contact**

Name: Maria Loyman  
Phone number: s 47F(1)  
Email address: [Maria.Loyman@aff.gov.au](mailto:Maria.Loyman@aff.gov.au)

### **Closing Date**

Applications close: **11:00 pm (AEDT) on 24 November 2025**

(<https://www.apsjobs.gov.au>)



From 1 April 2025 the Public Service Regulations introduce a new approach to review of promotion decisions. To find out more go to [mpc.gov.au](https://mpc.gov.au) (<https://mpc.gov.au>).

[Back to Gazette Results \(https://www.apsjobs.gov.au/s/gazette?lastVisitedId=a05OY00000HuSUTYA3\)](https://www.apsjobs.gov.au/s/gazette?lastVisitedId=a05OY00000HuSUTYA3)



### Australian Government

<b>APS Classification</b>	<b>Salary</b>
Executive Level 2	\$146,942 to \$170,725
<b>Office arrangement</b>	<b>Office Arrangement Details</b>
Flexible	subject to negotiation
<b>Opportunity Type</b>	<b>Opportunity Status</b>
Full-Time	Ongoing
<b>Date Closed</b>	<b>Job Category</b>
24/11/2025	Accounting, Finance, Education, Training

## Learn how a merit list or pool may be used

Applicants suitable for the role but not offered the position for the current vacancy, may be placed in a merit list or pool. If the applicant agrees, the results may be shared with other Australian Public Service (APS) agencies for filling similar roles. Applicants may be offered a future role, without the need to reapply. A merit list or pool may be used for up to 18 months.

This merit list or pool may be used to fill other vacancies anywhere in Australia.

For more information about Merit Lists or Merit Pools please go to APSC's website -

LEX-35653  
The APS Merit Principle (<https://www.apsc.gov.au/working-aps/information-aps-employment/guidance-and-information-recruitment/aps-merit-principle>).  
(<https://www.apsjobs.gov.au>)

Posted: 17/11/2025

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details?Id%3Da05OY00000HuSUTYA3)

Department of Agriculture, Fisheries and Forestry



## Director - Finance Training and Transformation

Canberra ACT

### Who we are

The **Funding and Revenue branch** is the 'policy' arm of Finance and Investment Division. The Funding and Revenue Branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and oversee the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups, and our Minister.

The **Finance Training and Transformation team** is responsible for developing training content and collaborating with SMEs to design, refine, pilot and implement finance training courses ensuring employees are equipped with the relevant information they need to undertake their roles with a view of uplifting financial management capability across DAFF. In addition, the team is responsible for the delivery of the Financial Management Program under the broader Department Transformation Action Plan; focussing in supporting the three central capability themes of Financial Capability Building; Financial Governance and Financial Architecture.

The key duties of the position include:

### The Job

The Director will exercise a significant degree of independence and will use a high-level of decision-making and judgement. The key duties of the position include, but are not limited to:

- leading, coordinating and assuming responsibility for highly complex or sensitive projects (<https://www.apsjobs.gov.au>) across the function that have strategic or operational significance to DAFF under the broader Department Transformation Action Plan
- developing an overall financial performance management and accountability framework, including policies and guidance materials
- supporting the development of finance training content in collaboration with SMEs to design, refine, pilot and implement finance training courses with a view of uplifting financial management capability across DAFF
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**Please note:**

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**Flexible working arrangements**

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

**Eligibility****What we are looking for**

**Knowledge and experience**

A successful applicant will be able to demonstrate the following knowledge or experience: (<https://www.apsjobs.gov.au>)

- demonstrated experience in providing strategic direction and delivery of outcomes in complex environments, balancing immediate operational needs with long-term objectives
- demonstrated experience in strong leadership and people management capabilities
- experience in building and sustaining strong working relationships with external stakeholders, senior management, and team members employing a consultative and influencing approach to achieve positive outcomes and are an excellent communicator
- experienced in adapting to varied functions and challenges across the department.
- demonstrated experience in driving innovation, continuous improvement, and capability development within your area of responsibility.

**Mandatory qualifications**

- Have experience with the Commonwealth budget process, Australian Government Financial Management process and / or have accounting qualifications.

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

<https://www.apsc.gov.au/recruitability> (<https://www.apsc.gov.au/recruitability>). This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

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

LEX-35653  
(<https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-rans-new-australian-public-service-aps>) This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

**Contact**

Maria Loyman

**Contact Phone**

s 47F(1)

**Contact Email**

[maria.loyman@aff.gov.au](mailto:maria.loyman@aff.gov.au)  
(<mailto:maria.loyman@aff.gov.au>)

**Agency Employment Act**

PS Act 1999

**Website**

[Department of Agriculture, Fisheries and Forestry](https://www.agriculture.gov.au) ([./external-link?url=https://www.agriculture.gov.au](#))

**Position Number**

2025/3606

**Vacancy Number**

VN-0764464

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## Director - Finance Portfolio Engagement

<b>Job Reference</b>	2025/3608
<b>Classification</b>	EL 2 - \$146,942 - \$170,725
<b>Division</b>	Finance and Investment
<b>Branch</b>	Funding and Revenue
<b>Section</b>	Finance Portfolio Engagement
<b>Location</b>	Canberra, ACT
<b>Employment Status</b>	Ongoing (permanent)
<b>Hours</b>	Full Time
<b>Security Clearance</b>	<b>Baseline</b>

### Who we are

The **Finance and Investment Division** supports the department to be efficient, effective and financially sustainable. The division provides strategic financial advice and support to the department, the offices of the minister and to industry stakeholders. The division delivers on business objectives by partnering with the department, providing high quality customer service, advice and support and a nationally consistent approach to business, with consideration to the government's fiscal environment, its significant reform agenda and the department's imperative to maintain financial sustainability.

The **Funding and Revenue branch** is the 'policy' arm of Finance and Investment Division. The Funding and Revenue Branch is responsible for leading and delivering cost recovery services and advice, external budgets and costing support, portfolio agency engagement on financial matters, levies policy and administration, levies compliance functions and oversee the delivery of the finance improvement strategy. Our work requires public service professionals in administrative, policy and financial roles that come together under the leadership of our directors. We are the perfect place to come if you are a policy, operational or administrative officer who is looking to add some corporate experience to your resume. Our work is often high profile, and we get to engage directly with the department's external stakeholders including industry, representative groups, and our Minister.

The **Finance Portfolio Engagement team** is responsible providing support, coordination, and strengthening the relationships with agencies within the DAFF portfolio on financial matters. In addition, the team has responsibility of improving our Finance portfolio agency engagement, through providing financial oversight, leading the coordination of portfolio agency input into the Commonwealth Budget process, and the Financial Statement process, supporting portfolio agencies to understand their regulatory responsibilities, and working collaboratively with stakeholders across the Department and portfolio agencies.

## The Job

The Director will exercise a significant degree of independence and will use a high-level of decision-making and judgement. The key duties of the position include, but are not limited to:

- leading the coordination of portfolio agency input into the Commonwealth Budget process, including working closely with relevant line areas, portfolio agency stakeholders and central agencies to support the development and Government consideration of proposals including analysing, costing and reviewing new policy proposals relating to the portfolio agencies
- leading the coordination of portfolio agency input into the Financial Statement process, including providing support, technical accounting advice and guidance to portfolio agency Finance teams on financial matters
- leading the review of portfolio agency Board papers with a view of identifying risks associated with the financial sustainability of the agencies
- managing competing priorities in a dynamic environment, whilst balancing immediate operational needs with long-term objectives
- applying sound judgement and risk management in decision-making, ensuring compliance with legislative, policy, and governance frameworks
- strengthening relationships with internal and external stakeholders to build strategic alliances and achieve mutually beneficial outcomes, including coordinating the Portfolio CFO forums.
- contributing to the financial management of the Branch through budget management and efficient allocation of resources
- facilitating an inclusive and positive team culture, provide strong leadership, and support team members in enhancing their capability and professional development, while ensuring employee engagement and wellbeing.

### Please note:

- This recruitment process will initially be used to fill **one vacancy on an ongoing basis**.
- The merit pool established through this selection process, which is valid for a period of eighteen months from the date the vacancy was advertised in the Public Service Gazette, may also be used to fill future ongoing vacancies in the branch where the duties are of a similar nature.

### Flexible working arrangements

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

### What we are looking for

#### **Knowledge and experience**

The successful applicant will be able to demonstrate the following knowledge or experience:

- a proven ability to identify and analyse critical and emerging issues, providing strategic advice and high-level support to the CFO on a range of sensitive and complex issues impacting the portfolio agencies
- a strong demonstrated understanding of financial management, including the Commonwealth Budget Process, Financial Accounting, government reporting and key financial issues facing smaller Commonwealth agencies
- demonstrated experience in strong leadership and people management capabilities

- experience in building and sustaining strong working relationships with external stakeholders, senior management, and team members employing a consultative and influencing approach to achieve positive outcomes and are an excellent communicator
- experienced in adapting to varied functions and challenges across the department
- demonstrated experience in driving innovation, continuous improvement, and capability development within your area of responsibility.

### **Skills and capabilities**

The successful applicants will possess the following attributes, skills and capabilities:

#### **Interpersonal Skills**

- demonstrated ability to communicate effectively and confidently both verbally and in writing, including presenting findings and recommendations to executive audiences
- strong interpersonal skills to develop and manage key strategic relationships with a broad range of internal and external stakeholders
- ability to work strategically by engaging with other business areas as required and exploring creative alternatives to solving problems, including up-skilling, process re-design, on-going process audits and regular reporting
- demonstrated experience in leading people effectively, providing guidance, and mentoring teams to drive high performance with a capacity to lead by example and nurture professional growth aligned to APS Values and Code of Conduct
- effectively manage competing priorities and strategic directions when achieving team planning and project outcomes in line with agency goals and objectives
- ability to manage and achieve quality and timely outputs while working in both a team and autonomously, including the ability to produce high-quality reports and present to senior stakeholders
- expertise in finance and resource management, contributing to the development and implementation of strategic initiatives.

#### **Technical Acumen**

- in-depth knowledge and experience in the Commonwealth budget process within an Australian Government
- an understanding of the Australian Government's financial framework, current technical accounting treatments, governance and financial practices in a public sector environment
- proficiency in the use of Microsoft Office suite with a robust and sophisticated understanding of how to use Microsoft Excel
- experience with the Australian Government Financial Management process and / or have accounting qualifications.

#### **Mandatory qualifications**

- Have experience with the Commonwealth budget process, Australian Government Financial Management process and / or have accounting qualifications.

#### **Eligibility and other requirements**

**Citizenship** - To be eligible for employment with the Department of Agriculture, Fisheries and Forestry you must be an Australian citizen.

**Security Clearance** - This position requires a **Baseline** Vetting security clearance. You will be required to obtain and maintain a clearance at this level.

**Pre-employment Check** - Your suitability for employment will be assessed through a pre-employment screening process. This process includes a requirement to undergo and satisfy a National Police Check, referee checks, character clearance and where required a pre-employment medical assessment, specified mandatory qualification(s) validation and a probation period of 6 months.

### **Statement of claims**

Applicants are required to submit a current CV/resume (**maximum 4 pages**) and a statement of claims (**750 words maximum**) outlining why you are interested in these positions and why you believe that you have the skills, capabilities, knowledge, and experience to be considered for the role. Please provide examples which demonstrate your ability to perform the duties of the position.

The key areas, or points, listed above describe the particular skills, capabilities, knowledge, and experience and where applicable the qualifications required to achieve the desired outcomes for the role and your statement of claims against these is an essential part of the shortlisting process. If shortlisted, applicants may be asked to attend an interview to provide further examples against these key areas/points to demonstrate their ability to perform the duties of the position.

Applicants must demonstrate the ways in which they will be of value to the job and the organisation. You must make sure that you adequately address each key area or point and cite evidence of your suitability. Do not simply state that you meet the requirements - it is essential that you provide examples from your current or past role(s) which demonstrate how you meet each of the key areas or points. You should focus on how your experience, achievements and capabilities will enable you to successfully undertake the responsibilities of the role(s).

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### **Work Health and Safety Obligations**

All workers (APS1-Secretary) have a duty to take reasonable care for their own health and safety whilst at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons and to comply with any reasonable instruction given to comply with the Work Health and Safety legislation.

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### **RecruitAbility**

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### **Right to Disconnect**

The *Fair Work Legislation Amendment (Closing Loophole No. 2) Act 2024* provides an enforceable workplace right for an employee to refuse contact or attempted contact from an employer or third party, outside of their working hours, unless the refusal is unreasonable. For further information please review the Right to Disconnect in the Public Sector guidance from the APSC

### **Contact**

Name: Maria Loyman  
Phone number: s 47F(1)  
Email address: [Maria.Loyman@aff.gov.au](mailto:Maria.Loyman@aff.gov.au)

### **Closing Date**

Applications close: **11:00 pm (AEDT) on 24 November 2025**

(<https://www.apsjobs.gov.au>)



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### Australian Government

<b>APS Classification</b>	<b>Salary</b>
Executive Level 2	\$146,942 to \$170,725
<b>Office arrangement</b>	<b>Office Arrangement Details</b>
Flexible	subject to negotiation
<b>Opportunity Type</b>	<b>Opportunity Status</b>
Full-Time	Ongoing
<b>Date Closed</b>	<b>Job Category</b>
24/11/2025	Accounting, Finance

## Learn how a merit list or pool may be used

Applicants suitable for the role but not offered the position for the current vacancy, may be placed in a merit list or pool. If the applicant agrees, the results may be shared with other Australian Public Service (APS) agencies for filling similar roles. Applicants may be offered a future role, without the need to reapply. A merit list or pool may be used for up to 18 months.

This merit list or pool may be used to fill other vacancies anywhere in Australia.

For more information about Merit Lists or Merit Pools please go to APSC's website -



- leading the coordination of portfolio agency input into the Commonwealth Budget process, ~~(https://www.apsjobs.gov.au)~~ working closely with relevant line areas, portfolio agency stakeholders and central agencies to support the development and Government consideration of proposals including analysing, costing and reviewing new policy proposals relating to the portfolio agencies
- leading the coordination of portfolio agency input into the Financial Statement process, including providing support, technical accounting advice and guidance to portfolio agency Finance teams on financial matters
- leading the review of portfolio agency Board papers with a view of identifying risks associated with the financial sustainability of the agencies
- managing competing priorities in a dynamic environment, whilst balancing immediate operational needs with long-term objectives
- applying sound judgement and risk management in decision-making, ensuring compliance with legislative, policy, and governance frameworks
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**Flexible working arrangements**

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

**Eligibility**

**What we are looking for****Knowledge and experience**

(<https://www.apsjobs.gov.au>)  
The successful applicant will be able to demonstrate the following knowledge or experience:

- a proven ability to identify and analyse critical and emerging issues, providing strategic advice and high-level support to the CFO on a range of sensitive and complex issues impacting the portfolio agencies
- a strong demonstrated understanding of financial management, including the Commonwealth Budget Process, Financial Accounting, government reporting and key financial issues facing smaller Commonwealth agencies
- demonstrated experience in strong leadership and people management capabilities
- experience in building and sustaining strong working relationships with external stakeholders, senior management, and team members employing a consultative and influencing approach to achieve positive outcomes and are an excellent communicator
- experienced in adapting to varied functions and challenges across the department
- demonstrated experience in driving innovation, continuous improvement, and capability development within your area of responsibility.

**Mandatory qualifications**

- Have experience with the Commonwealth budget process, Australian Government Financial Management process and / or have accounting qualifications.

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

<https://www.apsc.gov.au/recruitability> (<https://www.apsc.gov.au/recruitability>). This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

This vacancy has been identified to participate in VetPaths. The Australian Public Service (APS) values the unique skills, perspectives, and experiences that veterans gain during their Australian Defence Force (ADF) employment and encourage veterans to apply. Support may be available to veterans transitioning to meaningful

LEX-35653

APS careers through participation in VetPaths, which offers veterans an opportunity to participate in a six month program offering formal learning and development, career mentoring and activities for wellness and peer supports. For more visit: <https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-veterans-new-australian-public-service-aps> (<https://www.dva.gov.au/about/careers/continuing-serve-vetpaths-support-pathway-veterans-new-australian-public-service-aps>). This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

**Contact**

Maria Loyman

**Contact Phone**

s 47F(1)

**Contact Email**

[maria.loyman@aff.gov.au](mailto:maria.loyman@aff.gov.au)  
(<mailto:maria.loyman@aff.gov.au>)

**Agency Employment Act**

PS Act 1999

**Website**

[Department of Agriculture, Fisheries and Forestry \(.external-link?url=https://www.agriculture.gov.au\)](https://www.agriculture.gov.au)

**Position Number**

2025/3608

**Vacancy Number**

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