

# A NEW OUTLOOK FOR YOUR CAREER



Australian Government  
Bureau of Meteorology

## Technical Officer Level 3 – Darwin Hub

APS Level 5

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<b>JOB REFERENCE NUMBER</b>	14417
<b>CLASSIFICATION</b>	APS Level 5 (Technical Officer Level 3)
<b>GROUP</b>	Data and Digital
<b>PROGRAM</b>	Observing Systems & Operations
<b>LOCATION</b>	Darwin Hub
<b>STATUS</b>	Ongoing
<b>WORKING HOURS</b>	Full time
<b>SALARY RANGE</b>	\$73,131 - \$79,725 plus an additional 15.4% superannuation
<b>CLOSING DATE</b>	11:30 pm AEST/AEDT Tuesday, 22 September 2020
<b>APPLICANTS</b>	Australian Citizenship – see <a href="#">Eligibility Requirements</a>
<b>CONDITIONS</b>	<p>The successful applicant must be eligible to obtain and maintain a Baseline security clearance from the Australian Government Vetting Agency (AGSVA)</p> <p>The successful candidate will be required to hold a current Australian driver's license.</p> <p>Employment may be subject to psychometric and medical assessments as appropriate</p>
<b>CONTACT OFFICER</b>	<p>Sam Thompson – Observing Operations Hub Manager - Darwin Ph: 08 8920 3883 Email: <a href="mailto:Samantha.thompson@bom.gov.au">Samantha.thompson@bom.gov.au</a></p>

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## ABOUT US

The Bureau of Meteorology is one of the few organisations that touches the lives of all Australians and all Australia, every day. The Bureau works across Australia and remote islands, providing services from the Antarctic to beyond the equator, and from the Indian Ocean to the Pacific.

We are Australia's national weather, climate and water agency, in the Agriculture, Water and Environment portfolio of the Australian Government, operating under the authority of the *Meteorology Act 1955* and the *Water Act 2007*. We provide data, information, knowledge, insight and wisdom to help Australians prepare and respond to the realities of their natural environment, including droughts, floods, fires, storms, tsunamis and tropical cyclones.

Our products and services include observations, forecasts, analysis and advice covering Australia's atmosphere, water, oceans and space environments. We undertake focussed scientific research in support of our operations and services. Through regular forecasts, warnings, monitoring and advice, we provide one of Australia's most fundamental and widely used public services.

We have strong relationships with our customers, partners and stakeholders in Australia, including the Australian Community and the emergency services sectors, all-levels of Government, and focus sectors including aviation, agriculture, energy and resources, national security and water.

### Our vision is...

To be an organisation of global standing, that is highly valued by the community for our pivotal role in enabling a safe, prosperous, secure and healthy Australia.

### to achieve our mission...

To provide trusted, reliable and responsive weather, water, climate and ocean services for Australia – all day, every day.

### by focussing on...



Impact and value



Operational excellence



Insight and innovation



The Bureau way



To contribute to a future with zero **lives lost** through natural hazards

Contribute to \$2 billion of **added social and economic value** to the Australian community by 2022



## WORKING AT THE BUREAU

The Bureau represents a dynamic and exciting opportunity. A role with the Bureau involves:

1	OUR WORK	2	OUR PEOPLE	3	OUR ENVIROMENT	4	OUR EXPERIENCE
	Purpose-driven, impactful work that brings real benefit to the Australian community, businesses and industry.		A deeply passionate and highly skilled workforce that continuously challenges the status quo to achieve greater impact and experiences for our colleagues and customers.		A world class organisation with excellent workplaces in great locations, access to cutting-edge technology and a safe and inclusive environment for everyone.		A commitment to professional development and growth, backed by clear career pathways and training opportunities, and complemented by a competitive remuneration package.

## POSITION OVERVIEW

This position will be working in the Data and Digital Division in the National Operations section, having a focus on practical and technical expertise to deliver the required outcomes for observing network operations within the Hub's area of responsibility.

A Hub Technical Officer Level 3 will be expected to undertake moderately complex tasks related to observing operations program activities including routine maintenance, inspection, calibration, fault finding and repair of observing assets such as Radar, Upper Air, AWS, flood warning and rainfall network systems and supporting infrastructure will be undertaken. Additional relevant duties at the appropriate level include the installation and decommissioning of observing system assets and related infrastructure, remote resource monitoring, scrutiny of observing network data quality and taking remedial action as necessary.

As a Darwin Hub Technical Officer, you will travel to regional and remote areas of Australia to undertake inspection, maintenance and repairs as a requirement of this role.

Specific training relating meteorological equipment will be provided by the Bureau of Meteorology Training Centre. The Hub Technical Officers are required to have completed all training and maintain currency of all relevant competencies relevant to their role.

## ROLE RESPONSIBILITIES

1. Work Package Delivery: Plan and deliver the required outcomes from assigned work package activities and projects assigned to you and your team.
2. Network Operations and Analysis: Undertake complex and/or specialist activities such as: the advanced diagnostics and fault finding of equipment; the maintenance and return to service of sophisticated technologies such as radars, satellite, autosondes, space weather, sea-level and flood warning networks; specialist observing activities; training duties; RFC technician activities;, etc.
3. Network Support: Manage remote site support activities including scheduling of visits, asset maintenance and operational program outputs. Other network support activities might include



observing network design, network and asset auditing, inspection and data quality management activities

4. Site Selection and Design: Undertake site selection design, inspection and evaluation for operational equipment and systems. Document the meteorological exposure and maintain associated records.
5. Management: Manage, supervise and develop staff in your line of responsibility. Prepare technical reports and documentation. Undertake administrative tasks such as finance reconciliations.
6. Data Quality: Undertake data quality management tasks, monitor network outputs and take corrective actions as required.
7. Liaison and Representation: Liaise with various internal and external stakeholders at the appropriate level and represent the Bureau in a professional manner in accordance with Australian Public Service values and Code of Conduct.
8. Travel: Travel away from your home base, by air, sea and road to support network operations and coordinate activities will be necessary. A current driver's licence is necessary to fulfil this role.
9. Other Relevant Duties: Undertake other relevant station, field and business duties as required.
10. Compliance: Comply with all relevant legislation, policies, procedures and guidance in the course of your work.
11. Social Justice: Understand and promote the strategies, programs and plans of the various elements of the Bureau's Social Justice Strategy.
12. WHSE: Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own health and safety and that of your team members, other employees, contractors and visitors who may be affected by your conduct.

Duty representing highest function: All

## SELECTION CRITERIA

1. Diploma or comparable combination of training and experience equivalent in electrical and instrumentation, electrical engineering, communications or another field relevant to supporting meteorological observing systems and equipment.
2. Relevant technical field experience including diagnostics and fault-finding.
3. Demonstrated ability to harness information, show judgement and identify resources.
4. Achieves results with demonstrated ability to schedule work according to competing priorities and manage own workloads.
5. Supports and builds productive working relationships both internal and external through;
  - effective stakeholder engagement
  - teamwork and knowledge sharing
6. Awareness of the principles and practices of Diversity & Inclusion, WH&S and Participative Workplace Practices and demonstrate commitment to ensure implementation in the workplace.



### **Mandatory qualifications:**

A Diploma (AQF Level 5 or above) from an Australian educational institution, or a comparable overseas qualification, which is appropriate to the duties; OR Relevant experience and training, which enables the employee to competently perform the duties at this level; OR Other comparable qualifications, which are appropriate to the duties

## **MERIT POOL**

The selection process will establish a merit pool that may be used to fill similar positions within 12 months.

## **HOW TO APPLY**

Applications can be lodged on the Bureau's [BOMCareers](#) system. Your application will consist of resume, contact details for two referees and your responses to the selection criteria (maximum of 300 words per criterion).

Your application should also take into consideration the

- position overview
- job responsibilities
- relevant sections of the [Integrated Leadership System \(ILS\)](#) and [APS work level standards](#).

The Bureau is an equal opportunities employer. We will support applicants with disability through our [RecruitAbility Program](#) and will provide reasonable adjustments such as access, equipment and other practical support at relevant stages of the recruitment process.

We recognise the need for our workforce to reflect the community we serve and provide an inclusive environment that respects and values diversity and is described in our [Diversity and Inclusion Statement of Commitment](#). We strongly encourage qualified applicants from diverse backgrounds to apply.

The Bureau offers flexible working options, reasonable workplace adjustments and an Employee Assistance Program (EAP). Should you have any questions or experience any difficulties with applying online, please contact the Recruitment Team on [jobs@bom.gov.au](mailto:jobs@bom.gov.au) or phone 03 9669 4401.

## **COVID-19 RESTRICTIONS**

We understand there are unique and evolving challenges due to the current COVID-19 pandemic. The Bureau is responsive and making changes to ensure the safety of all candidates and our team.

Under the relevant legislation and guidance of the National Chief Medical Officer:

- Currently all interviews will be held via audio/video conference (across a range of platforms to accommodate personal requirements) unless otherwise advised.
- The successful candidate may be required to carry out the duties remotely for either a period or until otherwise advised.

## **ADDITIONAL INFORMATION**

To find out more about the employment conditions at the Bureau, please refer to the Bureau of Meteorology [Enterprise Agreement 2018](#).