



# A NEW OUTLOOK FOR YOUR CAREER

## Technical Officer Level 3

APS Level 5

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<b>JOB REFERENCE NUMBER</b>	60014500 & 60014503
<b>CLASSIFICATION</b>	APS Level 5 (Technical Officer Level 3)
<b>GROUP</b>	Data & Digital
<b>PROGRAM</b>	Observing Systems & Operations
<b>LOCATION</b>	Adelaide
<b>STATUS</b>	Ongoing
<b>WORKING HOURS</b>	Full time
<b>SALARY RANGE</b>	\$73,151 - \$79,725 plus an additional 15.4% superannuation
<b>CLOSING DATE</b>	11:30pm AEST/AEDT Wednesday 27 <sup>th</sup> January 2021
<b>APPLICANTS</b>	Australian Citizenship – see <a href="#">Eligibility Requirements</a>
<b>CONDITIONS</b>	Successful applicants required to hold a current Australian driver's licence
<b>CONTACT OFFICER</b>	Scott Tremethick Manager, Adelaide Observing Operations Hub Phone: (08) 8366 2623 Email: <a href="mailto:OOHA.Manager@bom.gov.au">OOHA.Manager@bom.gov.au</a>

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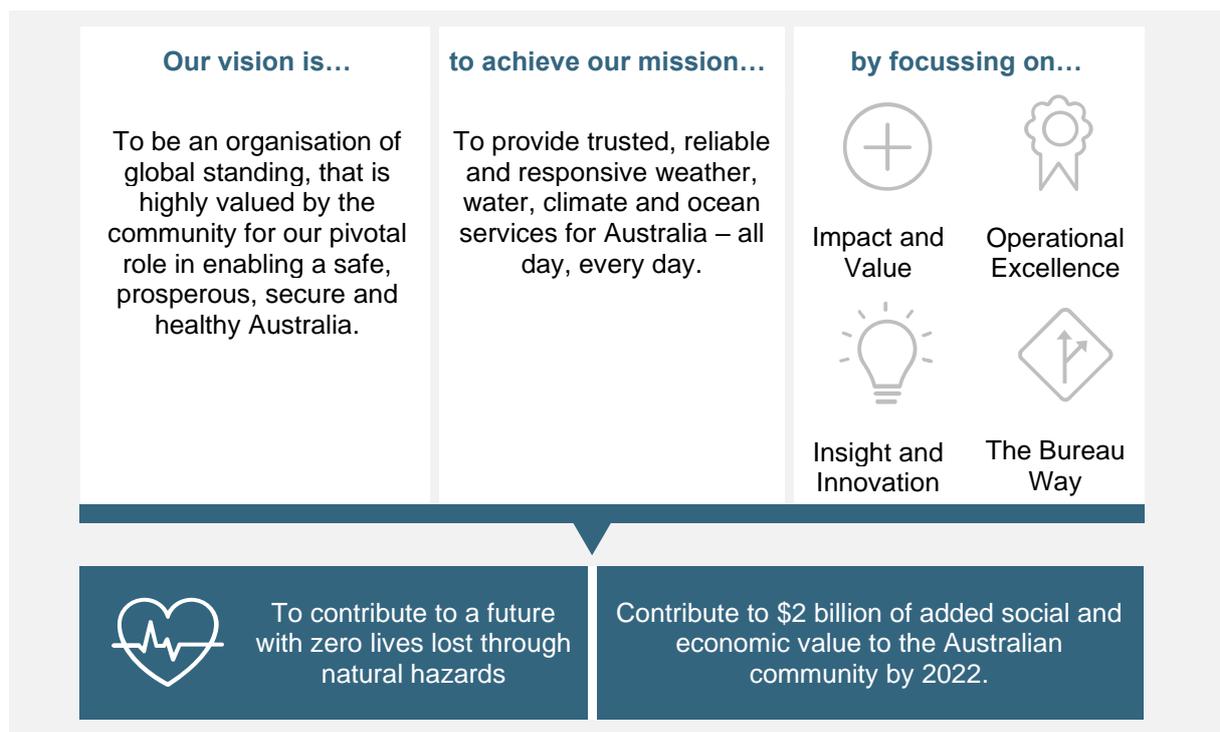
## ABOUT US

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.





## WORKING AT THE BUREAU

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

OUR WORK	OUR PEOPLE	OUR ENVIROMENT	OUR EXPIERENCE
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 complimented by a competitive remuneration package.

## POSITION OVERVIEW

Who we want?

We are seeking an enthusiastic and qualified technician with expertise in electronics, electro-mechanical and communications systems. Workshop and field experience is highly valued.

The applicant should have a can-do attitude and operate well within a flexible and dynamic team. An interest in working in remote locations and a willingness to travel is essential.

If you like the challenge of a dynamic work environment, can bring a fresh and innovative approach to our team while enjoying the opportunity to see many parts of Australia, please apply.

Who are we?

The Adelaide Hub is the Bureau of Meteorology's technical work centre, situated on Kurna land it was bestowed with the name, Tipu Truku (Spark Centre). We service areas of New South Wales, Victoria, West Australia, Northern Territory and a number of South Pacific Islands. Staff based in the Adelaide Hub travel far and wide by vehicle, plane, helicopter, and boat, over land and sea.

Our infrastructure includes weather RADARs, Automatic Weather Stations (AWS), upper air systems, tide gauges, rainfall, and other meteorological observational equipment. These sites deliver essential weather information to our internal and external stakeholders and their performance is vital. To ensure accuracy we routinely service this equipment throughout the year.

Monitoring these networks and ensuring a continuous stream of observational data 24 hours a day, 365 days a year, is our service to the Australian public. Checking for data quality and performing data interrogation is a substantial part of our job; intervening when needed to keep data online - hitting the road in the case of fault repairs, essential upgrades, or installations.

We collect and store a wide variety of metadata and maintain records of our operational activities. We coordinate maintenance and servicing activities at the many buildings and facilities which power and house our equipment.

Throughout our work, we engage with stakeholders, contractors, and support staff. Liaising with the public and providing a good customer experience is an important aspect of the role.

We create a workplace culture which actively supports the health, safety, and wellbeing of all its staff and promotes inclusion and diversity.



## ROLE RESPONSIBILITIES

The responsibilities of the role include but are not limited to:

### **Work Package Delivery**

Assist in the development and actively support the delivery of the work package activities and projects assigned to you and your team.

### **Network Operations**

Undertake routine and detailed operational diagnostics, fault finding and return to service of moderate to complex equipment. Inspect and evaluate operational equipment and systems. Assist with more complex maintenance and return to service activities and in certain circumstances, under supervision, undertake these activities. Support the installation, repair, inspection, maintenance and decommissioning of assets. At a medium level of difficulty, take, record and report observations from meteorological systems.

### **Site Selection and Evaluation**

Undertake moderately complex site selection inspection and evaluation for operational equipment and systems. Document the meteorological exposure and maintain associated records.

### **Travel**

Travel away from your home base will be required to support network operations.

### **Supervision**

Supervise and develop staff in your line of responsibility. Prepare technical reports and documentation. Undertake administrative tasks such as finance reconciliations, stores and stock control.

### **Data Quality**

Undertake data quality management tasks, monitor network outputs and take or recommend corrective actions as required.

### **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.

### **Other Relevant Duties**

Undertake other relevant station, field and business duties as required.

### **Compliance**

Comply with all relevant legislation, policies, procedures and guidance in the course of your work.

### **Diversity & Inclusion**

Understand and promote the strategies, programs and plans of the various elements of the Bureau's Commitment to Diversity and Inclusion.

### **WHSE**

Comply with all Bureau work, health, safety and environment policies and procedures, and take reasonable care for your own wellbeing and that of your team members, other employees, contractors and visitors.



## SELECTION CRITERIA

The Bureau encourages applications from all suitably qualified candidates. Applications will be considered based on alignment with selection criteria, which have been matched to the APSC Work Level Standard and Integrated Leadership Systems for APS Level 5 positions.

### 1. Demonstrates Relevant Skills and Expertise

- Demonstrated technical skills relevant to the operations of a geographically dispersed observing network, including network maintenance, asset management and data quality.
- Demonstrated willingness to travel regularly using multiple modes of transport.

### 2. Supports Strategic Direction

- Supports shared purpose and direction.
- Harnesses information and business opportunities.
- Shows judgement and common sense.

### 3. Achieves Results

- Responds positively to change.
- Takes responsibility for managing work projects to achieve results.
- Applies and builds professional expertise.

### 4. Supports Productive Working Relationships

- Nurtures internal and external relationships.
- Listens to, understands and recognises the needs of others.
- Values individual differences and diversity.

### 5. Displays Personal Drive and Integrity

- Engages with risk and shows personal courage.
- Promotes and adopts a positive and balanced approach to work.
- Demonstrates self-awareness and a commitment to personal development.

### 6. Communicates with Influence

- Communicates clearly.
- Listens, understands and adapts to audience.
- Negotiates confidently.

### 7. Diversity & Inclusion and Work, Health, Safety & Environment (WHSE)

- Shows commitment to workplace health, safety and wellbeing.
- Commitment to Diversity and Inclusion.
- Demonstrates commitment to environmental sustainability.

### Mandatory qualifications:

An diploma from an Australian educational institution, or a comparable 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

### Other requirements:

- Current Australian driver's licence
- Demonstrate a capacity to acquire a National Restricted Electrical Licence (NREL) and Open Cabler's Registration
- Travel – preparedness to travel away from home approximately 40 nights per year



## 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 through [BOMCareers](#).

Your application will consist of resume, contact details for two referees and a '800-word pitch' that considers:

- position overview
- job responsibilities
- selection criteria
- 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 [BOMCareers@bom.gov.au](mailto:BOMCareers@bom.gov.au)

## 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](#).