



Australian Government
**Office of the Australian Building and
Construction Commissioner**

Building Code Operations Analyst

About us

At the Australian Building and Construction Commission (ABCC) we work to ensure the building industry is fair, efficient and productive. Our improved workplace relations framework benefits all industry participants and the Australian economy.

We work to achieve this framework by providing assistance, advice and education to the industry; monitoring and promoting compliance with relevant laws; undertaking enforcement activities; and using information and analysis to inform decision-making.

About the Position

The Building Code Operations Analyst will primarily provide support across the full range of the ABCC's security of payments function. We are looking for a strategic, well-organised and analytical officer, with demonstrated experience in managing competing priorities across a broad range of functions.

As the Building Code Operations Analyst, you will be responsible for undertaking research and analysing large data sets across a range of Building Code functions, including security of payment, labour market testing, and workplace health and safety. You will be responsible for handling security of payment complaints, enquiries and reports, and assisting in the development of security of payment education and compliance programs.

At the ABCC, we recognise, appreciate and seek to harness our people's individual skills and talents. You will thrive in our vibrant, down to earth yet stimulating environment that empowers our people to succeed.

What you'll need to succeed

- Demonstrated ability to interpret and apply legislation and/or the Building Codes.
- Well-developed understanding of case management systems and data analysis programs.
- Demonstrated ability to present written and verbal information clearly and concisely, including an ability to prepare plans, briefings, reports, policies and guidelines.
- Well-developed analytical skills with proven ability to identify and report on trends/issues based on evidence or information.
- Demonstrated ability to communicate effectively, provide a clear sense of direction to staff, and develop productive internal and external working relationships.
- Qualifications in intelligence, investigations or compliance are desirable.

What you'll get in return

We recognise the increasing importance of flexible work options and family friendly work practices in maintaining a diverse, adaptive and high performing workforce. Not only will you receive high quality training and support (both formal and on-the-job), but we also offer an attractive base salary of \$83,903 plus 15.4% superannuation.

What you need to do now

If this sounds like the perfect opportunity for you, click the **Apply Now** link below or contact Matthew Barr, Manager – Code Operations on (02) 9297-9309 for more information.

It is important that applicants view the full candidate information kit, available on the jobs list portal, before applying.

To be eligible for employment all preferred candidates are required to undergo pre-employment screening. Screening checks include character, security and health clearances. Some positions may require additional checks to be performed and require a security clearance.

For more information about the position and how to apply, click the **Apply Now** link below.

Closing Date is 11:30 pm 17 June 2018.

APPLY NOW