



Australian Government

Department of Foreign Affairs and Trade

Policy Officer / Assistant Director (Specialist)

APS Level 6 / Executive Level 1 (\$82,255 - \$114,579) plus superannuation

International Security, Humanitarian and Consular Group

Australian Safeguards and Non-Proliferation Office

CWC Implementation Section

Ongoing, Full-time

Canberra, ACT

The principal focus of the Australian Safeguards and Non-Proliferation Office (ASNO) is to enhance Australian and international security through activities which contribute to effective regimes against the proliferation of nuclear and chemical weapons. With concerning global resurgence in the use of chemical weapons, this position offers the technically-qualified candidate a unique and diverse range of experiences in chemical regulation and, together with the International Security Division of the DFAT, in driving Australia's security agenda in relation to the Chemical Weapons Convention (CWC) and its implementation. If you enjoy working with a broad range of stakeholders both domestically and internationally then this might be the job for you.

You will be a highly effective communicator, both oral and written, able to adapt your communication style to a diverse range of stakeholders, including from government and industry, from a variety of backgrounds and cultures. You will be exceptionally well organised and able to prioritise, keep track of, and juggle a diverse range of issues on a daily basis while not letting small tasks fall off the radar. You will be tertiary-qualified in chemistry or related fields and ideally have experience using databases and an aptitude for analysis, problem solving and strong attention to detail. Preferably, you will have a driver's license and be willing to travel interstate at short notice and to deliver presentations at domestic and overseas workshops and seminars.

Candidates must be Australian citizens.

Candidates' attention is drawn to the department's policy on recruitment or promotion to specialist positions. This position is categorised as "specialist". If you are recruited to this position, you will be required to remain in your area of specialisation for the duration of your employment with the department, unless you are successful in a subsequent merit-based selection process.

This is a security-designated position. Prior to engagement selected candidates will be required to obtain an Australian national security clearance at Negative Vetting Level 2. Ongoing employment with the department requires the successful candidates to maintain a security clearance. Loss of a security clearance at any time will lead to termination of employment.

Should you be successful in this recruitment process you will be required to undergo a security clearance. A face-to-face interview is a critical part of the security clearance process. This interview will be conducted in Australia, preferably in Canberra. If you reside overseas please be aware that you will be required to travel to Canberra at your own expense to undertake the security interview. Interviews cannot be conducted by video link or Skype.

DFAT employees are expected to adhere to the APS Values and Code of Conduct and the DFAT Values Statement.

Please visit the [DFAT website](#) to view further details of this opportunity. Applications close Monday 13 August 2018 at 2:00pm AEST.