

Senior Policy Officer

Location: Melbourne CBD

Salary: \$96,942 to \$117,293 + super.

Position No: 931360

- **Influence, Negotiation and Stakeholder Management**
- **Excellent Policy Skills**
- **Flexibility, Agility and Leadership**

We are seeking a motivated and dedicated person who has the ability to collaborate and influence stakeholders in developing solutions that ensure 'the customer is at the centre'.

We are building an inclusive workplace to help realise the potential of our employees, embrace our differences, and apply our diverse thinking to innovation and delivering services to Victorian communities. All jobs can be worked flexibly and we encourage job applications from Aboriginal people, people with disabilities, young people and people from culturally diverse backgrounds.

In this role you will identify, develop and implement policy solutions and coordinate strategic projects and initiatives; provide advice on systems, processes and tool to facilitate continuous improvement to government administration and business practices across the Department. You will be facilitating organisational change by reviewing organisational strategy, processes and practices and advising, implementing and monitoring improvements.

You will need to have strong policy, effective communicate, and negotiate skills to build effective relationships with a wide range of stakeholders. Ability to deliver high quality advice and products under pressure, identifying and managing a range of complex and often competing needs.

If you are a creative and innovated individual who uses leadership, influence and negotiation to achieve desired outcomes this maybe the role for you.

This is an ongoing position.

To be considered for this position, your application should include a supporting statement demonstrating that you meet the key selection criteria and any job requirements specified in the position description.

**To apply online and for further information on position description
and selection criteria visit**

www.careers.vic.gov.au

Applications close at midnight Monday 25 March 2019.