



# Census

## Census Operations Manager (Remote)

The Australian Bureau of Statistics (ABS) 2021 Census of Population and Housing is currently seeking highly motivated candidates with strong project management skills that enjoy developing relationships with people at work and in the community.

Several Census Operations Manager vacancies exist across New South Wales, Northern Territory, South Australia, Queensland and Western Australia.

### **About the Roles:**

The Census Operations Manager (COM) role is critical to ensuring high quality field operations in regional or remote areas. Utilising your local knowledge and connections within the community, you will project manage the operations in your area. You will be responsible for the collection and enumeration of private dwellings, non-private dwellings (such as hotels) and people from non-English speaking backgrounds.

You will lead a small team undertaking Census collection activities. You will be responsible for conducting daily quality checks, supporting logistical activities and monitoring the progress of your team's workload.

In your role you may be required to:

- Recruit, train and manage a small team of field staff.
- Work remotely and/or travel to various work areas.
- Develop and review work plans for your work area.
- Connect with the community, establish networks and maintain those relationships.
- Promote participation in the census within the community.
- Work with a range of stakeholders including ABS Engagement Managers.
- Provide regular progress reports to the Remote Operations Management team.
- Complete administration forms (such as timesheets) and other duties as directed.
- Maintain a safe working environment and manage daily Work Health and Safety activities.

In addition to COMs the ABS will recruit, Assistant Operations Managers (AOM) who will provide support to the Census Operations Manager and undertake a combination of procedural, operational and administrative duties. You can indicate your interest in being considered for an AOM position in your application.

### **How to Apply:**

To apply please visit [www.abs.gov.au/careers](http://www.abs.gov.au/careers).

**Applications close Friday 27th November.**

**WEB LINK**