



**Australian Government**

**Department of Foreign Affairs and Trade**

## **Human Resources Professionals (Specialist)**

**APS Level 6 / Executive Level 1 (\$85,578 - \$119,208) plus superannuation**

**Ongoing, Full-time/Part-time**

**Canberra, ACT**

We are seeking APS Level 6 and Executive Level 1 HR professionals who are experienced at working in an environment of reform. Our ideal candidate/s will thrive working in a focused, strong service delivery environment, testing new ideas, and supporting the department as it advances Australia's interest in a complex landscape.

Working in Canberra within our People Division, we are seeking HR professionals with proven capability in one or more of the following areas:

- Workforce planning
- Workforce analytics and reporting
- HR Business Partnering
- Learning and Development
- Talent Management
- Recruitment
- HR case management
- Workforce Strategy and organisational development
- Design and/or implementation of projects to support workplace culture

The department supports flexible working arrangements, including part-time work and job-sharing.

DFAT is committed to providing an inclusive and diverse workplace where all employees are valued. We appreciate the experiences, skills and perspectives of all individuals. We actively encourage applications from people from diverse backgrounds. Please refer to our Workplace Diversity internet page for further information.

### **ELIGIBILITY REQUIREMENTS**

**Candidates must be Australian citizens.**

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. Continuous 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.

Depending on the role into which you are placed, you may be required to obtain and maintain a Working with Vulnerable People/Children registration (or equivalent).

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 Wednesday 3 February 2021 at 11:30pm AEDT.**

**DFAT WEB LINK**