



Australian Government

The Treasury

Policy Analysts - Affirmative Measures, Indigenous Employment

Location: Canberra, Melbourne, Sydney

The Treasury is seeking applications from enthusiastic candidates interested in playing a key role in shaping positive economic outcomes for all Australians.

As an APS Level 5 Policy Analyst you will have the opportunity to work as part of a team to anticipate and analyse policy issues with a whole-of-economy perspective, understand government and stakeholder circumstances, and respond to changing events and directions.

You will have a range of responsibilities that may include, but are not limited to:

- undertaking projects, conducting research and analysis and providing advice on matters relevant to the work of the unit or project team;
- assisting in the preparation of a wide range of legislative materials, including drafting instructions and a range of information to support the passage of legislation through parliament;
- assisting in the preparation of reports, briefings to Treasury Executive and Ministers, submissions to Cabinet, speeches, replies to parliamentary questions and other correspondence;
- supporting and participating in consultation and stakeholder engagement processes;
- collaborating and engaging with other areas across Treasury to assist in development of departmental position on policy issues;
- providing advice and reports on policy issues to senior executives within Treasury and for external publications; and
- representing the work area at internal and external forums, meetings or presentations.

We are looking for candidates that will:

- support and engage with the future direction of Treasury;
- be responsive to stakeholder needs;
- be flexible and agile to meet immediate needs and future challenges;
- be team-orientated, have energy and determination to succeed;
- be able to make sound decisions and exercise judgment; and
- be open, accountable and of high integrity.

Positions are predominantly offered in Canberra, however roles may be offered in Sydney or Melbourne based on business requirements. Please select your preferred location and ability to relocate to Canberra in the application form.

This selection process will be used to fill various vacancies across multiple groups within the Treasury. A merit pool may be established to fill future vacancies as they arise.

Applications close: 14 Feb 2021 11:30 PM AUS Eastern Daylight Time

WEB LINK