



## Australian Government

### Salary

\$ 122685 to \$ 138388

### Opportunity Type

Full-Time

### Opportunity Status

Ongoing

### APS Classification

Executive Level 1

### Closing Date

2/03/2025

### Job Category

Intelligence

### Office Arrangement

Flexible

Australian Signals Directorate

## ASD EL1 Assistant Director

 Canberra ACT

### About the Team

The **Domain Awareness and SIGINT Support Section (DASS)** is a 24/7 operations area focused on delivering domain awareness, indications and warnings and analysis and production on key areas of interest in support of Australian Defence Force (ADF) and allied operations.

The team is working to modernise its mission and tools to meet the challenges of a dynamic geopolitical environment. We are investing in uplifting our staff's operational and technical skills and have introduced a certifications process for all positions within the section to ensure the quality and speed with which we produce intelligence and build confidence in our products with key stakeholders.

DASS falls within ASD's Military Expeditionary Branch (MX), which is a combined ADF and ASD civilian workforce creating a unique culture. MX is committed to working closely with the ADF and broader Defence to ensure the development of capabilities and intelligence to ensure the defence of Australia.

### About the Role

DASS Section has three different EL1 Assistant Director roles. All fall under the generic Assistant Director duty statements.

The **Assistant Director – Tactical Collection Operations** leads a multi-disciplinary team comprised of both ASD civilians and military staff to provide real-time support to military operations. In this role, you will be required to leverage multiple accesses in real-time to achieve operational objectives. You are expected to develop a strong understanding of the technical capabilities under your direction, data flows and support requirements.

Candidates with previous experience in supporting real-time operations, and understanding of how to leverage the accesses at their disposal are preferred for this role.

The **Assistant Director – Lead Duty Watch Officer** leads a joint ASD civilian and military team of Duty Watch Officers to co-ordinate and execute real-time support to military operations. This role is highly dynamic, it requires you to quickly develop a strong understanding of operations, capabilities and data-flows within the organisation. You will train and lead the certification for all DASS Duty Watch Officers, to equip them with the knowledge and skills required to make real-time decisions that impact operational support.

Candidates with previous operational decision-making experience, and a demonstrated ability to develop their technical knowledge and understanding, are preferred for this role.

The **Assistant Director – Access** leads a joint team of ASD civilian and military to identify, exploit, and deliver key access that enable and advance the domain awareness mission within DASS. This position will be key in providing access assurance, access opportunities and defining limitations within our capability. You will also provide guidance to DASS and branch leadership on key opportunities and vulnerabilities of our mission.

Key duties involve (Note: not all duties are required to be performed during a 12 month performance cycle):

1. Lead a team, including managing allocated resources, setting work area priorities, managing workflows, developing strategies, and evaluating business outcomes.
2. Manage a team, including providing clear and consistent communication, setting and managing performance, delegating responsibility, guiding and developing people.
3. Being accountable for accurate completion of work within timeframes and quality requirements.
4. Shares own expertise with others, and provide opportunities to develop team members.
5. Accountable for the maintenance and accuracy of files and records within information systems in relation to business decisions and intelligence functions.
6. Accountable for the production of signals intelligence, complying with legislative, policy and security frameworks, including adherence to signals intelligence production standards.
7. Is innovative in managing the development of business process for the production of signals intelligence.
8. Makes recommendations to develop information communication technology capabilities in order to manage the production of signals intelligence.
9. Represents the Australian Signals Directorate and work collaboratively with stakeholders to manage expectations, provide advice and influence outcomes.
10. Advocate and encourage effective relationships within and across teams by leading teamwork and group activities.
11. Prioritise and endorse the team's research, analysis, transcription and translation of collected data and information to produce signals intelligence tailored to customer requirements.
12. Prioritise and endorse the team's use of collected data and information to develop further collection, processing and analysis to support future mission outcomes.

Further information can be found at: [I'm changing my career | Australian Signals Directorate \(asd.gov.au\)](https://www.asd.gov.au)

**The key duties of the position include:**

Are you a curious, self-motivated, clear communicator who works well in a team environment? DASS is looking for you. We look for people to lead teams to achieve our operational outcomes. Previous experience in leading analytical teams to identify and address intelligence gaps is highly desirable. You must be able to set clear priorities and engage effectively with a wide range of stakeholders.

DASS seeks to recruit and develop a diverse workforce who are self-motivated, curious, innovative, and want to contribute to the Defence of Australia. We work in a dynamic and fast paced environment which provides 24/7 support to military operations. A range of opportunities are available in different types of analysis and intelligence production within the section.

***ASD is seeking applicants to fill current and anticipated vacancies and to create a merit pool for future vacancies. In line with the Australian Public Service Commissioner's Direction 2022, upon completion of the recruitment activity, the merit pool will be able available to locations across Australia.***

## **Eligibility**

**Citizenship** - To be eligible for employment with ASD, applicants must be an Australian citizen.

**Health Assessment** - The preferred applicant may be required to undergo a medical examination conducted by the Agency's preferred medical provider.

**Organisational Suitability Assessment** – To be eligible for employment within ASD, the preferred applicant will be required to undergo an Organisational Suitability Assessment (see Organisational Assessment section).

**Security Clearance** - The preferred applicant will be required to successfully undergo the security clearance vetting process at a specified clearance level. The preferred applicant **MUST** be willing to disclose all relevant and required information.

It is a condition of employment that applicants are willing and able to obtain and maintain the requisite security clearance for the duration of their employment with ASD.

## **Notes**

### **Desirable Qualifications, Experience or Training**

There is a strong desire for candidates to have previous experience in analysis and demonstrated experience in drawing that analysis through to an operational capability.

RecruitAbility applies to this vacancy. Under the RecruitAbility scheme you will be invited to participate in further assessment activity for the vacancy if you choose to apply under the scheme; declare you have a disability; and meet the minimum requirements

for the job. For more information visit:  
<https://www.apsc.gov.au/recruitability>. This initiative/program is only applicable where the successful applicant will be employed under the Public Service Act 1999. Similar conditions may apply when employed under other Acts. For clarification please contact the advertising agency.

**Contact Officer**

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**Agency Employment Act**

Intelligence Services Act, 2001

**Position Number**

ASD/00826/25

**Vacancy Number**

VN-0754523