

Selection Documentation

2024 Technologist Campaign

DevOps and SysAdmin

Level 4 – 6 (\$89,990 - \$124,099)

ASIS is Australia's overseas secret intelligence collection agency. Its mission is to protect and promote Australia's vital interests through the provision of intelligence services as directed by the Australian Government. Its work can involve collecting intelligence relating to national security, international relations and economic issues. It also contributes to Australia's coordinated national efforts against terrorism, proliferation of weapons of mass destruction, and trans-national issues such as people smuggling.

ASIS employs people in a wide range of roles, including technologists. These roles require dynamic team players who enjoy working with stakeholders, team members and individually on projects. ASIS is looking for people who will be able to meet tight deadlines and work to support ASIS priorities. Successful candidates will have excellent coordination and administration skills, excellent verbal and written communication skills; and, strong stakeholder engagement and influencing skills. Relevant tertiary qualifications and demonstrable experience will be highly regarded.

ASIS values workplace diversity and is committed to providing a supportive, inclusive and respectful work environment. We encourage applications from Aboriginal and Torres Strait Islander People, women, people with disabilities, people that identify as LGBTIQ+ and people from culturally and linguistically diverse backgrounds.

We offer a competitive salary package including 22 days annual leave, shutdown between Christmas and New Years Day, 15.4% employer superannuation contribution, access to flex time (up to Level 6 only) and generous paid parental leave. Full and part time positions as well as flexible work hours can be negotiated.

All positions are office-based and located in Canberra. **This role requires the successful applicant to obtain and maintain a Security Clearance.**

Role: DevOps and SysAdmin (L4 - L6)

This role involves working within a dynamic and collaborative environment to facilitate the integration of development and operations for streamlined software deployment and infrastructure management. This position is pivotal in fostering automation, enhancing system reliability, and enabling rapid, high-quality software delivery. Driving operational excellence and efficiency through the implementation of DevOps practices, this position requires a mix of technical expertise, collaborative spirit, and a proactive approach toward fostering innovation within the organization.

Key Responsibilities and Tasks

- **DevOps Implementation:** Collaborate with development and operations teams to integrate DevOps practices, focusing on automation, continuous integration, and continuous deployment (CI/CD) pipelines

- **Infrastructure Management:** Assist in managing and maintaining cloud infrastructure, configuring and optimizing cloud services (e.g., AWS, Azure, or Google Cloud), and ensuring scalability and reliability
- **Tool Management:** Oversee and manage DevOps tools and technologies, such as Docker, Kubernetes, Jenkins, Git, Puppet, Ansible, or similar tools, ensuring their effective utilization across the development lifecycle
- **Continuous Integration and Deployment:** Create, enhance, and maintain CI/CD pipelines to automate testing, build, and deployment processes, improving efficiency and reducing the time to market for software releases
- **Monitoring and Optimization:** Develop and maintain monitoring systems to track system performance and reliability, implementing improvements based on gathered metrics and user feedback
- **Collaboration and Support:** Work closely with cross-functional teams to provide technical support, troubleshoot issues, and impart knowledge regarding DevOps practices and tools. Integrate Agile methodologies, such as Scrum, into DEVOPS processes
- **Security and Compliance:** Implement security best practices and compliance standards within DevOps processes, ensuring the infrastructure and deployments adhere to organizational security protocols
- **Documentation and Reporting:** Maintain comprehensive documentation of configurations, processes, and procedures, along with generating reports on system performance, issues, and improvements

Core Skills / Education, qualification and experience requirements

One or more of the following:

- Experience in a DevOps, software development, or systems administration role
- Solid understanding of DevOps principles, methodologies, and best practices
- Proficiency in scripting and automation using languages such as Python, Shell, or PowerShell.
- Experience with CI/CD tools and pipelines
- Familiarity with containerization and orchestration tools like Docker and Kubernetes
- Knowledge of cloud platforms (AWS, Azure, Google Cloud) and infrastructure as code (IaC) principles
- Experience with system integration and tools such as Mulesoft
- Understanding of version control systems, such as Git
- Relevant experience in supporting database technologies
- Experience in system monitoring, performance optimisation and process improvements
- Strong problem-solving skills and the ability to work in a team environment
- Excellent communication skills and the capacity to collaborate effectively with diverse teams
- Proficiency in using Agile management tools to manage tasks and track progress

Education in the following would be beneficial, but not essential:

- Tertiary qualifications in Computer Science, Information Technology, or a related field
- Relevant certifications in DevOps, cloud services, or related technologies

Selection Criteria

Candidates are not required to provide a separate written response to the ILS capabilities (below), however, candidates are encouraged to consider the capabilities in preparing their application, as each candidate will be assessed on their ability to demonstrate behaviours aligned to the capabilities for the position.

For more information on the ILS, tips on applying for jobs in the Public Service, go to the APSC website found at www.apsc.gov.au.

Supports Strategic Direction

- Supports shared purpose and direction;
- Thinks strategically;
- Harnesses information and opportunities; and
- Shows judgment, intelligence and common sense.

Achieves Results

- Identifies and uses resources wisely;
- Applies and builds professional expertise;
- Responds positively to change; and
- Takes responsibility for managing work projects to achieve results.

Supports Productive Working Relationships

- Nurtures internal and external relationships;
- Listens to, understands and recognises the needs of others;
- Values individual differences and diversity; and
- Shares learning and supports other.

Displays Personal Drive and Integrity

- Demonstrates public service professionalism and probity;
- Engages with risk and shows personal courage;
- Commits to action;
- Promotes and adopts a positive and balanced approach to work; and
- Demonstrates self-awareness and a commitment to personal development.

Communicates with Influence

- Communicates clearly;
- Listens, understands and adapts to audience; and
- Negotiates confidently.

Job Specific Requirements

- Demonstrated experience and education relevant to the role.

HOW TO APPLY

Applicants will need to apply **ONLINE** via our website.

Applicants will be required to attach a resume and submit a maximum 800 word pitch outlining their relevant experience, skills and knowledge to perform the duties of the role.

You will be asked what level you are applying for.

Applicants are encouraged to consider the capabilities when preparing their application, as this will form the basis of selection assessment. For more information and tips on applying for jobs in the Public Service, search 'Joining the APS' at www.apsc.gov.au.

After application submission, you may receive an SMS requesting you to complete online testing. Please ensure you complete this as your application will not be progressed otherwise.

APPLICATIONS CLOSE: Refer to date on website

ELIGIBILITY

Candidates must be Australian citizens.

The successful candidate will be required to obtain and maintain a security clearance.

REASONABLE ADJUSTMENTS

All requests for reasonable adjustments will be considered and managed in consultation with you. We will continue to ask you if you require reasonable adjustments at each stage of the process. If you are successful in gaining employment, reasonable adjustments can also be made available to you in performing your role.

WHAT HAPPENS NEXT?

You may receive a SMS requesting you to complete online testing. Please ensure you complete this as your application will not be progressed otherwise.

Please do not tell anyone about your application with our organisation at this stage of the process as doing so may harm your suitability for employment with us.

A merit list will be established for candidates who are suitable and will remain valid for a period of 18 months.

We thank you for the time and effort you have put into your application; however, we are unfortunately unable to provide feedback to unsuccessful candidates.