

# Selection Documentation 2025

## Director of Data Science

### Executive Level 2

**Salary \$171,497 - \$202,365 (plus superannuation)**

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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 is a diverse and inclusive workplace, where our people are empowered through authenticity and a sense of belonging to achieve their potential and contribute to a shared purpose and mission. We seek to reflect the community we serve, and welcome applications from Aboriginal and Torres Strait Islander peoples, women, people with a disability, neurodiverse, people from culturally and linguistically diverse backgrounds and those who identify as LGBTIQ+.

We offer a competitive salary package including 22 days annual leave, shutdown between Christmas and New Years Day, 15.4% employer superannuation contribution, 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: Director of Data Science (Executive Level 2)**

We are seeking a highly skilled and experienced Director of Data Science to lead our data science team. In this role, you will be responsible for driving the strategic direction of data science within ASIS, ensuring that our data capabilities support and enhance our intelligence mission. You will work closely with stakeholders across the organisation to identify opportunities for data-driven insights and operational impact. ASIS is at the forefront of intelligence capability and rapidly adopts the latest in technology to deliver novel solutions to real-world problems. A genuinely agile approach combined with strong governance has made ASIS a leader in the adoption and development of Artificial Intelligence. It is the responsibility of the Director of Data Science to ensure that capability development and adoption keeps pace with the demands of operations and that ASIS maintains its leadership position.

## Key Responsibilities and Tasks:

- Develop and implement the data science strategy in alignment with ASIS's mission and priorities.
- Lead and grow a team of data scientists, providing technical guidance, mentoring, and performance management.
- Collaborate with intelligence analysts, technologists, and other stakeholders to identify and address data science needs.
- Oversee the deployment, training, and re-training of the latest machine learning models.
- Ensure the ethical and secure use of data, adhering to relevant laws, regulations, and ASIS policies.
- Stay abreast of advancements in data science and technology, and evaluate their potential application within ASIS.
- Represent ASIS in external forums and collaborations related to data science and intelligence.

## Core Skills / Education, qualification and experience requirements

- Proven experience in a senior data science role, with a strong track record of leading data science teams and projects.
- Advanced degree in data science, computer science, mathematics, statistics, or a related field.
- Extensive experience in data analysis, machine learning, and statistical modelling.
- Proficiency in programming languages such as Python, R, Scala/Spark, or C++.
- Strong leadership, communication, and stakeholder management skills.
- Demonstrated ability to translate complex technical concepts into actionable insights for non-technical stakeholders.
- Experience in working with large, complex datasets, including structured and unstructured data.
- Knowledge of open-source data science tools and technologies, such as PyTorch, TensorFlow, and Apache Spark.
- Preferably, an understanding of the intelligence cycle and the role of data science in supporting intelligence operations.

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

- Demonstrated Knowledge of the *Intelligence Services Act 2001*.
- Previous experience in the National Intelligence Community.

## **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](http://www.apsc.gov.au).

### **Shapes Strategic Thinking**

- Inspires a sense of shared purpose and direction;
- Focuses strategically;
- Harnesses information and opportunities; and
- Shows judgment, intelligence and common sense.

### **Achieves Results**

- Builds organisational capability and responsiveness;
- Marshals professional expertise;
- Steers and implements change and deals with uncertainty; and
- Ensures closure and delivers on intended results

### **Cultivates Productive Working Relationships**

- Nurtures internal and external relationships;
- Facilitates cooperation and partnerships;
- Values individual differences and diversity; and
- Guides, mentors and develops people.

### **Exemplifies Personal Drive and Integrity**

- Demonstrates public service professionalism and probity;
- Engages with risk and shows personal courage;
- Commits to action;
- Displays resilience; and
- Demonstrates self-awareness and a commitment to personal development.

### **Communicates with Influence**

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

### **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](http://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.**

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**APPLICATIONS CLOSE: Refer to date on website**

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## 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.

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## 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.