

# Selection Documentation

## ICT Infrastructure Systems Specialist

Level 5-6

**\$105,013 - \$133,968 (Plus Superannuation)**

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 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, administration and technical 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% employer superannuation contribution and generous paid maternity/paternity leave. Full and part time positions as well as flexible work hours can be negotiated.

These roles are **Canberra office-based** with successful applicant required to **obtain and maintain a Security Clearance**.

### **ROLE: ICT Infrastructure Systems Specialist (Level 5-6)**

ASIS are seeking multiple Technical Specialists with the requisite skills and experience who are excited about applying their skills in an operational technology area that is a fast-paced and complex global environment. These roles will see you providing essential services to ASIS as you work within highly experienced teams.

These roles require dynamic people who enjoy working with a diverse range of stakeholders, delivery teams and types of ICT projects. ASIS is looking for technologists who will be able to deliver and sustain outcomes in demanding and stressful environments to support ASIS priorities. Successful candidates will have the relevant technology skills, excellent coordination and administration skills, strong verbal and written communication skills with stakeholder/customer engagement and influencing.

You will be provided with training, support and mentorship required to develop and grow your skills to further your career.

## Key Responsibilities and Tasks

ASIS employs people in a wide range of operational technology roles, including:

- Providing operational support and improvements to ICT Infrastructure, which may include:
  - Research, analysis, planning, monitoring and maintenance of ICT systems
  - Potential to undertake installation work, both in Australia and Overseas
  - Sustainment and support activities (Troubleshooting issues and outages)
- Contribute to design, planning and implementation of technical infrastructure
- Provide relevant expertise to team members and advice to management and other staff in the development of new capabilities

## Core Skills / Education, qualification and experience requirements

Demonstrated skills, exposure or experience associated with **one or more** of the following:

- Knowledge of networking, telecommunications infrastructure and associated security standards and considerations
- Experience supporting and designing network systems using hardware such as Cisco/Juniper routers, switches and firewalls
- Exposure / skills / experience in supporting internet and cloud-based technologies, principles and environments
- Experience deploying IaaS, PaaS and SaaS platforms (Google, Amazon, Microsoft)
- Server management experience of physical data centre infrastructure
- Server virtualisation technologies such as VMWare, HyperV or OpenStack
- Environment patching, firmware upgrades, monitoring systems for capacity consumption and planning, and environment trending
- Support of Windows Server and desktop platforms including AD administration
- Support of other Operating systems (including Linux) and management of other open source virtualisation platform (Ovirt)
- Automation of server or application deployments using technologies such as SCCM, Ansible, or Puppet
- Automation and scripting using tools such as; Java Scripting, HTML, PowerShell, Unix, Bash, CSS, AJAX or similar
- Linux administration
- Configuration and management of SIEM tools such as Splunk for threat management and detection and
- Developing web, desktop and mobile applications.

## **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).

### **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 others.

### **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.

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.

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