



Australian Government
Department of Defence
Defence Materiel Organisation

**THE CHALLENGES ARE
ENORMOUS...
SO ARE THE REWARDS**

DMO



**Project Director
Surveillance and Simulation SPO
Executive Level 1**

DMO/ 31072

Location: Melbourne, VIC

| | |
|---|--|
| Job Reference number: | DMO/31072 |
| Position title: | Project Director |
| APS level: | Executive Level 1 |
| Remuneration: | \$82,809 - \$93,408 + 15.4% Super |
| Group: | Defence Materiel Organisation |
| Division: | Land Systems Division |
| Branch / Directorate: | Land Manoeuvre Systems Branch |
| Section: | Surveillance and Simulation Systems Program Office |
| Location: | Melbourne, VIC |
| Employment arrangements: | Full Time |
| Type of employment opportunity: | Ongoing – Several |
| Security classification of position: | SECRET |
| Contact officer: | Caroline Clough (03) 9282 5610 |
| Closing date: | 5pm, Thursday 12 th November 2009 |

Introducing the Defence Materiel Organisation

The Defence Materiel Organisation's (DMO) purpose is to equip and sustain the ADF and our first priority is to provide equipment for ADF units deploying on operations. We manage over 210 major capital equipment projects and over 150 minor projects, and we also sustain and upgrade over a hundred existing fleets.

The DMO will manage over \$130 billion of acquisition and sustainment business in the next 10 years. On Defence's behalf, we also manage one of the largest holdings of physical assets and inventory in the country valued at more than \$37 billion.

Under the leadership of our Chief Executive Officer Dr Stephen Gumley, our vision is "to be the premier program management, logistics and engineering services organisation in Australia".

The 2009-10 DMO Budget provides resourcing of \$11.8 billion across the three DMO Programs:

- 1.1 Management of Capability Acquisition (\$6.2 billion up from \$4.5 billion)
- 1.2 Management of Capability Sustainment (\$5.4 billion up from \$5.1 billion)
- 1.3 Provision of Policy Advice and Management Services (\$0.1 billion)

The ADF's operational success depends on us providing its capabilities on time, on budget and to the required levels of quality and safety. The DMO employs more than 7,800 people over 40 locations in Australia and overseas.

For more information about the DMO visit www.defence.gov.au/dmo.

The Position

Overview

The Project Director of the Surveillance Program is responsible for the management oversight of the Land 53 (NINOX) suite of projects and an Army minor project. Land 53 is a multi-phased project intended to provide a suite of surveillance systems, including Night Fighting Equipment and Thermal Surveillance Systems which provide land forces with detection and recognition capabilities under various battlefield conditions.

Key Position Dimensions

| | |
|--|-----------------|
| Reports to: | EL 2 - Director |
| Number of Staff that Directly Report to Position: | 2 - 6 |
| Number of Staff in the Work area: | 2 - 6 |

Position Duties

Under limited direction, manage the project, including all personnel, financial and other resources. Duties may include but are not limited to controlling and directing staff in the planning, coordination and implementation of project management activities, and preparing briefs, submissions, reports and returns for the project.

1. Manage the assigned program, including all personnel, financial and other resources.
2. Control and direct staff in the planning, co-ordination and implementation of the full range of project activities from inception to through life support associated with the assigned program.
3. Exercise authorised delegations in accordance with applicable instructions.
4. Supervise staff engaged in project management activities and provide business advice to project managers and sponsors.
5. Contribute to the corporate goals and values of the Organisation.

Selection Criteria

Important

Selection Criterion 1 – Achieves Results in Project Management

- Substantial track record of successful project management of acquisition and/or sustainment projects.
- Focuses on timely resolution of issues.
- Track record of successful procurement of equipment or service.

Selection Criterion 2 – Demonstrates Commercial, and/or Business Acumen

- Experience in contract negotiation, management and enforcement.
- Ability to work collaboratively with industry to deliver project outcomes.
- Understanding of financial management and budgeting principle and practices.
- Experience in procurement activities (and/or an understanding of the Commonwealth Procurement Guidelines).

Selection Criterion 3 – Demonstrates effective Team Leadership

- Translates strategic direction into operational goals.
- Harnesses information and opportunities.
- Shows judgement, intelligence and commonsense in problem solving.
- Builds team capability and responsiveness.

Selection Criterion 4 - Communications with Influence to Cultivate Productive Working Relationships

- Communicates clearly.
- Listens, understands and adapts to audience.
- Negotiates persuasively.
- Facilitates cooperation and partnerships, removes barriers.

- Values individual differences and diversity.
- Encourages, motivates and develops people.

Desirable

Selection Criterion 5 – Professional Status and Project Management Certification

A tertiary degree or equivalent qualification in any one of the related fields – business/commercial, management, engineering, logistics or project management. A qualification in Project Management, such as through the Australian Institute of Project Management (AIPM) would be highly regarded.

Professionalisation

The DMO is seeking to recruit individuals with a commitment to ongoing professional development and our employees are encouraged to achieve and maintain professional status in a professional field.

The DMO's Professionalisation Initiative is a central strategy in DMO's *commitment* to meet the challenges of the future. This initiative for professionalisation and up skilling processes will be implemented to cover the entire DMO workforce. Prescribed eligibility requirements apply. The DMO is interested in candidates who can demonstrate an ongoing commitment to their own, and their staff's, professional development through achievement of chartered status or an equivalent form of professional recognition.

A key objective is to develop chartering/certifying processes and programs that enable our workforce to register competence through assessment against the highest standards available. They include formal professional certification programs that are awarded by a professional body or society, as currently applies to lawyers, engineers and technical officers, and accountants in DMO.

Employment Agreement

Terms of the Engagement

The successful candidate for the Project Director position will be engaged as an *ongoing employee* under the *Public Service Act 1999*.

Remuneration Package

In accordance with ([DeCA](#)) the successful candidate can expect to receive an attractive remuneration package with a salary within the range of \$82,809 - \$93,408 and superannuation paid in accordance with legislative requirements.

Application Instructions

As part of our commitment to reducing Australia's carbon foot print, applicants are asked to submit their applications by email. Please ensure attachments are in Microsoft Word or Adobe Portable Document Format (PDF).

victajobs@defence.gov.au

Applications are to be received by **no later than 5pm on Thursday 12th November 2009**.

Your application must include:

1. **A completed copy of the AA312 form “Personal Particulars of Applicant”** clearly stating the DMO Job Reference Number **DMO/ 31072**. This form is available from the DMO website [How to Apply](#) under section “**Lodging your Application**”.
2. **A statement** demonstrating how you meet the selection criteria. Candidates must outline examples and achievements that demonstrate their claims against the criteria. The statement can be in narrative or dot point and must be no longer than four-five pages for Executive Level 1 (EL 1) and above level positions.
3. **A copy of your current resume**, which includes a summary of your work history commencing with your most recent employment, listing the dates of employment, company names and position titles. It should also include details of your qualifications including dates and institution names.

For additional information on preparing your application and addressing selection criteria refer to the “[Cracking the Code](#)” publication located on the Australian Public Service Commission website.

Further enquiries about the position can be made to Caroline Clough on **(03) 9282 5610** or caroline.clough@defence.gov.au.

Order of Merit

An Order of Merit or a Merit Pool may be created from the listed of suitable applicants which may be used to fill similar position/s in the event a position/s becomes vacant within the 12 months from gazettal date of this position.

Eligibility

Citizenship Requirements

To be eligible for employment with the Department of Defence, applicants must be Australian citizens. Only in exceptional circumstances can this requirement be waived.

Security Clearance Requirements

Please be aware if you are considering employment within the DMO, the following security issues need to be considered:

- applicants are advised that all DMO jobs require some level of security clearance;
- for CONFIDENTIAL level clearances, applicants must have a checkable background for the previous five years, and
- while for SECRET and TOP SECRET levels of clearance, applicants must have a checkable background for the past ten years.

Potential applicants must be aware that any lengthy overseas stay during these periods can make checking difficult.

Please note that this position requires a **SECRET** level clearance.

**Thank you for your interest in
Defence Materiel Organisation**