



Australian Government
Department of Defence
Defence Materiel Organisation

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

DMO



**Integrated Performance Manager
Melbourne
Executive Level 1**

DMO/31082

Location: RAAF Williams, VIC

Job Reference number:	DMO/31082
Position title:	Integrated Performance Manager
APS level:	Executive Level 1 in accordance with the Defence Collective Agreement (DeCA)
Remuneration:	\$85,956 - \$96,958 per annum + 15.4% Super
Group:	Defence Materiel Organisation
Division:	Aerospace Systems Division
Branch / Directorate:	ATS Branch/ Project AIR5428
Section:	Pilot Training System Project Office
Location:	RAAF Williams, VIC
Employment arrangements:	Full Time
Type of employment:	Ongoing
Security classification of position:	SECRET
Contact officer:	Craig Mayo (03) 9256 3563
Closing date:	5pm, Thursday 19 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

Project AIR 5428 is to acquire a fixed wing pilot training system tailored to meet the training needs of future Australian Defence Force pilots. The Project Office reports to the Director General Airlift and Training Services within Aerospace Systems Division.

The Integrated Performance Manager will be responsible for developing and managing the performance model for the acquisition, sustainment and training services of the Pilot Training System. The performance model will be based upon Performance Based Contracting principles and duties include assisting RFT development, tender evaluation and contract negotiation of performance management aspects.

This position offers the opportunity to develop and apply contemporary contract performance management techniques across a wide range of activities to enable the successful delivery of pilot training to the ADF.

Key Position Dimensions

Reports to:	EL2 Commercial Director
Number of Staff that Directly Report to Position:	1
Number of Staff in the Work area:	10

Position Duties

Integrated Performance Manager – EL1

Duty Statement

1. Manage the development of the performance model and its supporting management and measurement systems for the Pilot Training System.
2. Evaluate performance management aspects of tender responses and provide advice to the lead negotiator during contract negotiation.
3. Manage implementation of the performance management model for the PTS and oversee the performance of the PTS development during the acquisition phase of the project.
4. As the performance modelling subject matter expert for the PTS project, provide advice and coordinate responses on performance related issues.
5. Provide input to briefs, reports and submissions for higher management, Defence committees and Government as required.

Selection Criteria

1. Demonstrated ability to manage or work within a multidisciplinary team to achieve results under time constraints.
2. Extensive experience in successful development and management of performance based contracts.
3. Demonstrated ability to analyse, develop and draft an appropriate performance model for a Request for Tender and contract package comprising acquisition and sustainment and training services.
4. Proven ability to establish and maintain harmonious relationships with industry and internal stakeholders to successfully achieve contract outcomes.
5. Well developed oral and written communication skills including the ability to present performance models and analysis in a format suitable for decision making by higher management.
6. Experience and knowledge of procurement policies and procedures, particularly performance based contracting, would be an advantage.

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 Integrated Performance Manager 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 \$85,956-\$96,958pa 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).

VicTasJobs@defence.gov.au

It is important that you quote the job reference number and your name e.g. **DMO/31082 – “Your Name”** in the **subject line** so your application can be passed to the relevant selection panel co-ordinator for further consideration and action.

IMPORTANT: Your application needs to be received no later than **5pm, Thursday 19 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/31082**.

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 three pages for Australian Public Servant (APS) 1-6 and 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 Craig Mayo on (03) 9256 3563 or craig.mayo@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**