Position Description

Position Title	Economic Analysis and Data Officer
Employment Type	☒ ☐ Ongoing ☐ Non-ongoing
Load	☐ Full time ☐ Part time ☒ Either
Classification	APS5
Contact Officer Name	Andrew Watterson
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Phone	02 6213 6004
Division	Analysis and Insights Division
Branch	Evaluation and Research
Section	Firm Analysis
Reports to	EL2 Manager
Location	Canberra, Sydney
	Is the location negotiable or can the position be undertaken remotely? ☒ Yes ☐ No *The department supports flexible working arrangements and staff can apply to work a mix of hours from home and office locations each week.*
About the team	DISR leads the national agenda on industry, science and resources through compelling analysis, insights and advice. The department has a wide range of programs which means that Analysis and Insights Division's work is diverse and interesting. Under the guidance of the Chief Economist, our division aims to empower the department and its Ministers to drive growth and job creation for all Australians. The Analysis and Insights Division provides opportunities to work on various topics involving in-depth analysis and exposure to high level policy-making.
About the role	Your work will involve analysing DISR's policy and programs to evaluate their performance. You would also analyse new policy options. These analyses may often require working with unit record data. Policy topics you would become involved in will span all of DISR's policy and program areas across the industry, science and resources portfolio. In this role you will: - Work as part of a small team to provide timely and accurate analysis, research and advice on a range of policy issues in order to meet stakeholder needs - Undertake data analysis using existing databases to support the team's work - Research new and emerging policy areas including seeking data sources, building simple models, undertaking analysis and communicating results.

	• Build and maintain networks and work collaboratively across the division and the broader department.
Our ideal candidate	We are looking for someone with a strong capability to understand, work with and analyse data, and the ability to communicate information in an accessible, engaging and informative way. You will: • Be an inquisitive analytical thinker who works well as part of a team • Have well-developed written and verbal communication skills and be able to clearly communicate complex data and analytical concepts to a range of audiences • Have strong interpersonal and stakeholder management skills • Possess strong organisational skills, resilience and the ability to balance short and long term priorities • Enjoy continuous improvement and learning • Have qualifications and or significant experience in economics, data analysis or policy modelling. Experience undertaking unit record analysis using Python, SAS, R, Stata or other software would be advantageous.
Eligibility	To be eligible for employment in the APS and the department, applicants must be Australian Citizens. The filling of this vacancy is intended to constitute an affirmative measure under Section 33 of the Australian Public Service Commissioner's Directions 2022. This vacancy is open only to people with disability. Successful applicants are required to provide evidence to confirm they are a person with disability. Evidence of disability is not to include information about the type of disability. Suitable evidence of a disability would be a certificate or letter from a registered medical practitioner. The following documents would also be acceptable: • letter from a Disability Employment Service or jobactive provider • letter from a secondary or tertiary institution disability services unit in relation to a recent student. If the above documents are not available, a statutory declaration from the applicant can be accepted.
Security Clearance	This position requires a Baseline security clearance. The successful applicant will be provided with information regarding obtaining and maintaining a clearance at this level.
Application Notes	The APSCs Integrated leadership System (ILS) provides descriptions of the capabilities and behaviours that are expected at each classification level; from APS1 to SESB3. There are differences across the levels with each level becoming the foundation for the levels above. Resources including level comparisons, level specific profiles and self-assessment tools are available on the APSC website https://www.apsc.gov.au/working-aps/aps-employees-and-managers/classifications/integrated-leadership-system-ils/ils-resources-profiles-comparatives-and-self-assessment

	Please ensure you consider all capabilities and behaviours relevant to this position's Classification when completing your application.