

# Candidate pack

## Geospatial Analyst

APS 6

\$94,658 – \$106,898 plus 15.4% superannuation

Full time/part time, ongoing/non-ongoing

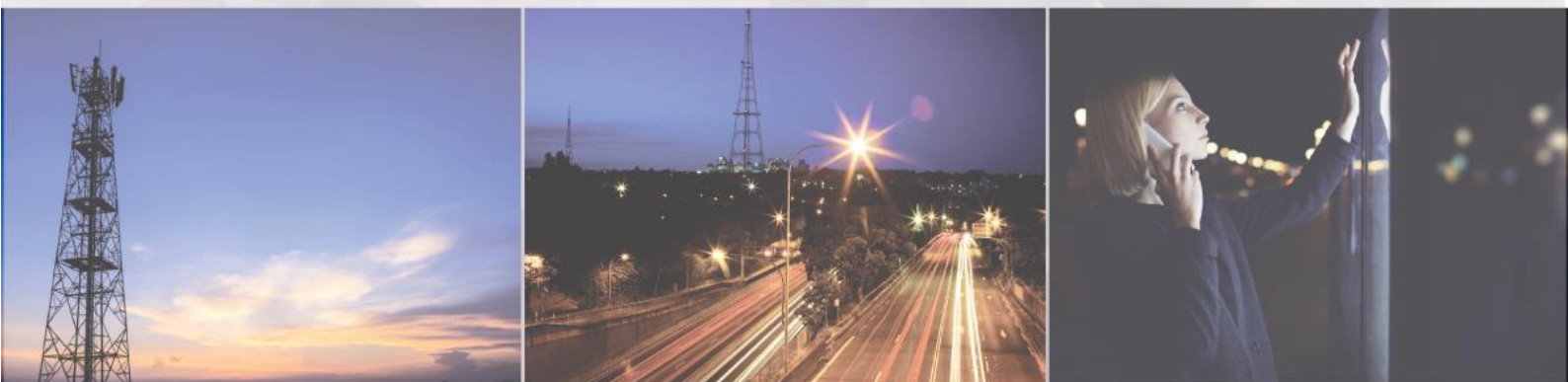
Location: Canberra, Sydney, Melbourne

Division: Corporate & Research

Reference: 2182-2025-2

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**Applications close: Monday 3 November 2025 at 11.29pm AEST/AEDT**



[acma.gov.au](https://acma.gov.au)

# About the ACMA

The Australian Communications and Media Authority (ACMA) is an independent Commonwealth statutory authority responsible for the regulation of broadcasting, radiocommunications, telecommunications and some online content.

This work underpins our vision for a connected, informed and entertained Australia.

We have a wide and varied remit that includes:

- management of the radiofrequency spectrum
- monitoring industry compliance with broadcasting content rules
- helping to protect telco consumers
- reducing scams, spam and other unsolicited communications, and
- minimising gambling harms.

We undertake this work through a range of education, investigation and enforcement activities.

We also facilitate industry innovation and performance, supporting competition and technological advancement that benefits business, the economy and the Australian community.

Any given day at the ACMA is likely to involve connection and collaboration with people in your own team and other teams, keeping on top of interesting and fast-moving topics, thinking creatively about how to solve problems and improve the way we do things, and demonstrating initiative and a 'can-do' approach. We are never too busy to offer and provide support to each other.

To find out more about the ACMA visit [www.acma.gov.au](http://www.acma.gov.au)

To find out more about working at the ACMA visit [Careers | ACMA](#)

## Who we are

### Corporate and Research Division

The **Corporate and Research Division** partners with business areas across the ACMA, to provide enterprise wide enabling services and strategic advice so that the ACMA can achieve its purpose. The Division facilitates this through the delivery of key corporate functions including financial management, property services, security, procurement advice, performance reporting, research and data, digital and technology services, human resources, communications, and governance services.

### Research, Data and Governance Branch

The **Research, Data and Governance Branch** is at the forefront of shaping and delivering impactful consumer and market research that drives regulatory decisions and supports the ACMA's compliance and enforcement priorities. We champion the ACMA's data strategy, data governance, and geospatial frameworks, ensuring agency decision-making is supported by high-quality data, sharp analytics, and solid evidence-based insights. The Branch also provides essential governance services, robust risk and fraud management



frameworks, seamless parliamentary coordination, efficient internal audit contract management, and targeted international advice and services. The Branch supports the Audit and Risk Committee with secretariat services and oversees the ACMA's strategic planning and performance reporting.

## About the role

This role will play a key part in building ACMA's geospatial capability and supporting the transformation of data and outputs with modern geospatial technologies. This is an exciting new opportunity to help shape how the ACMA integrates geospatial thinking into the way information is managed, analysed, and presented, while also strengthening broader regulatory and policy objectives.

As a **Geospatial Analyst**, you will apply your technical expertise to deliver high-quality geospatial analysis, visual products and support the administration of geospatial platforms, while also helping to establish better practices and new ways of working with geospatial data. You will work with teams across the ACMA to embed geospatial into everyday decision-making and outcomes.

In this role you will:

- Provide specialist geospatial services and solutions to support ACMA line areas and priority projects
- Develop and apply geospatial tools, workflows, and methods that are consistent, repeatable and aligned with agency, government, and industry standards and best practice
- Deliver trusted and authoritative advice and guidance across the geospatial data lifecycle, including consideration of regulatory and legislative implications
- Support the administration of ACMA's geospatial platforms and manage user access to ensure reliable, secure, and consistent use across the agency
- Curate and maintain core geospatial datasets and develop user-friendly tools that support common data requirements across the agency, enabling data to be used with confidence
- Contribute to modernising enterprise geospatial platforms and expanding data publishing approaches, providing users with more flexible ways to access and use ACMA's geospatial data
- Help build ACMA's geospatial capability and maturity by sharing knowledge, providing training, mentoring colleagues, and demonstrating geospatial tools and approaches

## Our ideal candidate

We are seeking a skilled Geospatial Analyst who has:

- Demonstrated experience in geospatial analysis, data management, and visualisation using a wide range of contemporary tools, platforms and data formats
- A strong understanding of geospatial data standards, governance, and industry best practice, with the ability to apply these consistently across different use cases
- Experience administering geospatial platforms and datasets at an enterprise level
- Experience sourcing and integrating national-scale datasets to support analysis and insights



- The ability to communicate complex geospatial concepts clearly to both technical and non-technical audiences
- Proven ability to work collaboratively with stakeholders to understand business needs and design fit for purpose geospatial solutions
- Sound judgment and the ability to provide trusted advice that considers regulatory and legislative requirements across the geospatial data lifecycle
- A proactive approach to building organisational capability, sharing knowledge, and championing the use of geospatial tools and methods
- Resilience in managing competing priorities while maintaining accuracy and delivering quality outcomes

## What can you expect from us?

ACMA offers a dynamic and interesting working environment where you will be working with great people who are dedicated to providing effective communication and media services to the community.

We are a values-driven culture where you can be purposeful, curious and questioning, and collaborative, allowing you to keep being you. Through our commitment to these values, we maintain a fulfilling and supportive environment that promotes the wellbeing of our people.

We invest in our people and want to support you to do your best work every day, so you will have access to learning and development programs, flexible working arrangements, competitive employment conditions and a safe and open office environment.

Other benefits include:

- competitive salaries increasing yearly, refer to the [ACMA Enterprise Agreement](#), plus superannuation contributions of 15.4%. Potential salary matching for the right applicants
- generous leave provisions including 4 weeks annual leave each year (pro rata for part-time employees) with the option to purchase additional leave, paid office shutdown period between Christmas and New Year's Eve, 20 days personal leave each year (pro rata for part-time employees), up to 18 weeks paid parental leave and cultural leave
- access to salary packaging.

## Eligibility

To be eligible for employment with the ACMA, applicants must be Australian citizens.

The successful applicant must be able to obtain and maintain a **Baseline security clearance** or hold a current security clearance of an appropriate level. More information on the security clearance vetting process is available on the [Australian Government Security Vetting Agency \(AGSVA\)](#) website.

Successful applicants are required to satisfy an employment screening process which includes demonstrating Australian citizenship, satisfactory completion of security and integrity checks and successful completion of a medical assessment.

Suitable candidates may be placed in a merit pool and the pool may be used to fill similar roles in various locations. Non-ongoing vacancies filled from a merit pool may be offered as



a specified term. Applicants may have their application and assessment results shared with other Australian Public Service (APS) agencies looking to fill similar roles.

## RecruitAbility

All of our roles are advertised under the RecruitAbility scheme which is aimed at attracting and developing applicants with disability and also facilitating cultural changes in selection panels and agency recruitment.

Job applicants can be advanced to the next stage of the selection process where they:

- opt into the scheme
- declare they have a disability, and
- meet the minimum requirements of the advertised vacancy.

More information can be found at [RecruitAbility scheme: A guide for applicants | Australian Public Service Commission \(apsc.gov.au\)](https://apsc.gov.au/recruitability).

## Integrity

The Australian Public Service (APS) has a unique and privileged role in serving the Australian community. APS employees support the development and delivery of policies, services, regulation, and initiatives that affect the lives of all Australians. APS employees are trusted to act in the best interest of the Australian community. The integrity of the APS - its employees, systems, and practices - is fundamental to maintaining this trust.

The ACMA expects all staff to promote, model and uphold the APS and ACMA Values, and be committed to public service integrity. Integrity at the ACMA is based on a foundation of robust, transparent, honest, and ethical behaviour and decision-making.

In our role as a regulator and independent Commonwealth statutory authority, it is critical that we employ and model a pro-integrity culture in every aspect of everything we do, both internally and externally.

## How to apply

If you think your skills and abilities match the requirements of the job and this sounds like the opportunity you are looking for, we want to hear from you.

Our [online careers portal](#) will guide you through the application and submission process.

Your application will need to include:

- your resume of no more than two to four pages, and include:
  - your full name, contact email and mobile number
  - details of any relevant education and qualifications
  - work experience starting with your most recent employment, including responsibilities and achievements. Indicate dates and explain any gaps in time
  - other relevant experience.



- the contact details of two referees, including your current supervisor.
- a 750-word cover letter outlining how your skills, knowledge, qualifications and experience make you the best person for the job.

Tell us why you are the right person for the position. We want to know:

- why you want to work in this role
- how your skills, experience and qualifications can benefit us
  - try not to duplicate information in your resume but highlight specific examples or achievements that will demonstrate your ability to perform the role.
  - you may like to structure your examples using the problem, action, result (PAR) method:
    - **Problem (situation/issue):** Describe a specific problem, situation or issue that occurred where you had the chance to demonstrate your skills
    - **Action:** Outline the action you took to address or resolve the problem
    - **Result:** Detail the outcome of your actions, including what you learned, what you might do differently, and how the result impacted your organisation or team
  - you do not need to use a different example for each of the skills required in this role, you could use one example that covers several of the skills we seek.

## Privacy statement

The Australian Communication and Media Authority (ACMA) and the Office of the Australian eSafety Commissioner (eSafety) comply with the *Privacy Act 1988* (the Act).

The ACMA and eSafety comply with the Act in the collection, handling, use and disclosure of personal information. The personal information we receive in the application process is collected to assist us to determine your suitability for selection for an advertised vacancy and will not be disclosed for other purposes unless we have your informed consent or we are otherwise permitted or required to disclose that information by law. Recruitment details, including resumes, can only be accessed by the candidate or by ACMA or eSafety staff or contractors in relation to the relevant recruitment and selection activity. For example, only the recruitment officers, professional scribe, selection committee members and designated administrative staff who are conducting the selection process can access your recruitment details. Selection committee members can only access data relating to the recruitment action they are currently processing. At times the ACMA or eSafety may engage a professional recruitment agency or other APS employees external to the agency to assist in the recruitment process. These members can only access the information as part of the recruitment process.

In some cases, an Order of Merit or Merit Pool may be created and used to fill similar roles at the ACMA or eSafety or other Australian Public Service (APS) agencies within 18 months from when the original vacancy was advertised. If placed on an Order of Merit or Merit Pool, and with your consent, your personal information may be shared within the ACMA or eSafety or another APS Agency looking to fill a similar vacancy.

Click here to view the ACMA's Privacy Policy: [Privacy policy | ACMA](#)

Click here to view the eSafety Commissioner's Privacy Policy: [Privacy | eSafety Commissioner](#)

