



## **Job Details**

**Reference:** 10853

**Position Title:** Senior Information Technology Officer Grade C

**Classification:** Executive Level 1

**Salary range:** \$80,569 – \$87,000 per annum

**Location:** 700 Collins Street, Docklands - Melbourne 3008

**Division:** Services

**Branch:** Climate & Oceans

**Section:** National Climate Centre

**Unit:** Climate Data Management Sub-section (Systems Development)

**Status:** Ongoing

**Applicants:** Australian citizenship – see [Essential Applicant Information](#)

**Applications close:** Thursday 23 October 2008

## **Advertisement**

An enthusiastic IT professional is required to improve the management of Australia's climate database. The occupant of the position will lead the maintenance, enhancement and evaluation of the core IT systems used in the Data Management Group in the National Climate Centre. Design and develop new applications, enhance existing applications, and manage staff and contractors.

This role requires significant skills in software engineering, object oriented design and development, and coding of applications using JAVA, SQL and PL/SQL in a relational database environment, while project management skills are desirable. A degree in Computer Science (or related discipline) that provides eligibility for Membership to the Australian Computer Society is highly desirable.

## Duty Statement

Under limited direction,

1. Be responsible for the ongoing maintenance, enhancement and evaluation of the core IT systems used in the Climate Data Management Sub-section of NCC.
2. Develop software systems aimed at rationalising, re-designing or enhancing IT systems related to data entry or quality control, and supervise IT staff or contractors in programming and systems development work.
3. Provide advice on Climate Data Management related IT systems, including contributions to the long - term plans and strategies of the Sub-section.
4. Prepare clear, concise and user-focused documentation of systems, and prepare briefs and reports as required.
5. Liaise with subject matter experts on technical issues and with users on support and application performance issues, including those relating to observing systems.
6. Develop ad hoc SQL code to support data analysis performed by meteorologists and other staff.
7. Represent the Sub-section as required at meetings or workshops relevant to the above duties.
8. Be aware of, and apply as necessary, the principles and practices of the various elements of the Bureau's Social Justice Strategy.

**Duty representing highest function:** 1

**Immediate supervisor:** EXECUTIVE LEVEL 2 (SPOB - METEOROLOGY) (NO. 602)

## Job Profile

The National Climate Centre (NCC) is responsible for the storage of Australian climate and related data to meet essential present and future, national and international requirements. Data is stored in an Oracle Database referred to as ADAM (The Australian Data Archive for Meteorology). The Climate Data Management Sub-section is part of NCC and manages the data processing and quality control of meteorological observations. In addition, it is responsible for the manual data entry of current and historical climate data. Within this section, the development team is responsible for the specification and development of computer applications to support the activities of the Climate Data Management Sub-section.

The occupant of this position will lead the maintenance, support, enhancement and evaluation of existing applications, as well as designing and developing new IT applications as the needs arise. These applications will be used to enter data into ADAM and to quality control this data. As well as requiring skills in design and development, the occupant will also require the ability to use Java to interface to Oracle databases using Java Swing and command line Java applications. This will require a detailed knowledge of SQL (and PL/SQL would also be advantageous) and database design issues (such as the design and creation of: database tables, views, indexes, packages, sequences and referential integrity). In addition, experience and expertise in developing applications using web-based technology and UNIX scripting is desirable, as are skills or experience in project management.

This person is required to supervise IT staff involved in this work, and to liaise with meteorologists, IT and technical staff to ensure that systems are developed to meet user needs. The employee will keep senior staff informed of progress, and contribute to the development of NCC's long-term plans. Finally, the employee will be responsible for ensuring the adequate documentation of systems, and for preparing reports and briefs for senior staff as needed.

### Job Profile continued

The occupant should be able to exercise a high degree of independence and initiative as well as be able

to work with limited supervision in a team environment. Good liaison and communication skills (written and verbal) are important, especially the ability to convey technical information clearly and effectively to non-specialists.

## Selection Criteria

**Applicants must address the selection criteria. To assist you prepare your application, please read the information at [General Information for Applicants](#) and complete the *Bureau of Meteorology Application Cover Form*.**

1. Demonstrated ability and experience in a range of IT skills, especially in the areas of software engineering, system design, object oriented design and object oriented development.
2. Demonstrated high-level knowledge of, and significant experience in, the development and coding of Java applications which interface an Oracle database. This experience and expertise must include both Java Swing applications and Java command line applications. Knowledge of other programming and scripting languages is highly desirable.
3. A high-level of knowledge of, and experience in, the design of applications, and use of SQL in an Oracle database environment (experience in PL/SQL would also be advantageous).
4. Demonstrated managerial skills, including staff supervision and project co-ordination.
5. Good liaison skills and the ability to communicate effectively, both orally and in writing, within a multi-disciplinary environment.
6. Knowledge and understanding of the principles of the Bureau's Social Justice Strategy, and a commitment to apply them in practice.

## Qualifications

A degree in Computer Science or related discipline that provides eligibility for Membership to the Australian Computer Society is highly desirable.

## Contact

If you would like to know more about the Bureau of Meteorology visit <http://www.bom.gov.au/>

Please read the selection documentation and if you have any queries specific to this position please contact Grant Beard on 03 96694527 or email [g.beard@bom.gov.au](mailto:g.beard@bom.gov.au).

## Applications

**Applications can be lodged personally at:** The Recruitment Unit, 7<sup>th</sup> Floor, 700 Collins Street, Docklands

**By mail to:** Recruitment Manager, Bureau of Meteorology, GPO Box 1289, Melbourne VIC 3001

**By email to:** [jobs@bom.gov.au](mailto:jobs@bom.gov.au)

**All applicants** are required to include a completed Bureau of Meteorology Application Cover Form, Résumé or CV and a Statement addressing the Selection Criteria.

**All applicants** are advised to read [General Information for Applicants](#) available on this web site before submitting their application.

Should you experience any difficulties with accessing information please contact the Recruitment Unit by email at: [jobs@bom.gov.au](mailto:jobs@bom.gov.au) or by telephone on 03 9669 4337 / 03 9669 4379.