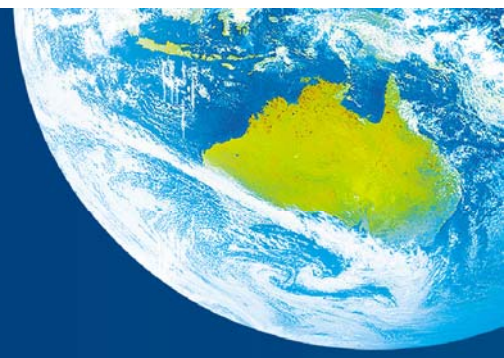




Australian Government  
Bureau of Meteorology

A new **outlook**  
for **your career**



## Graduate APS Meteorologist Information Brochure

### A PROFILE OF THE BUREAU

The Bureau of Meteorology is Australia's national weather, climate and water information service. It provides weather and oceanographic forecasts and warnings to the public, the aviation industry, defence services, primary industry and many other specialist user groups. It also gathers and disseminates climatic data and water information, provides consultative services and undertakes innovative applied meteorological research.

The Bureau has approximately 1450 staff stationed throughout Australia and its Territories (including Antarctica). Staff are located at Head Office in Melbourne, at seven Regional Forecasting Centres in capital cities, at 14 Weather Service Offices at provincial airports and RAAF bases, and at 35 Observing Offices at other centres.

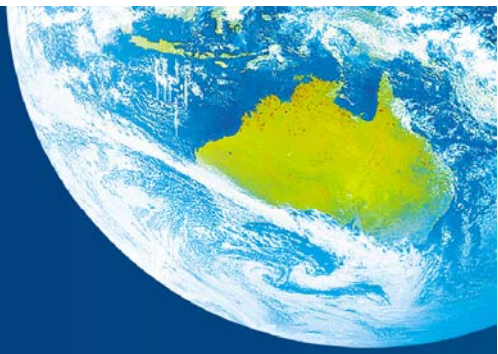
### THE WORK OF THE METEOROLOGIST

Meteorologists study the physics and dynamics of the atmosphere to obtain a better understanding of its behaviour and effects on the Earth's surface, oceans and life in general. This includes the analysis and prognosis of the state of the atmosphere and oceans, and the provision of forecasts, warnings, information and advice on weather and climate to the general public and special interest users.

There are approximately 500 meteorologists in the Bureau of Meteorology. A professional meteorologist recruited as a Graduate APS will usually start out as a weather forecaster and work with other forecasters based in either the Bureau's National Meteorological and Oceanographic Centre in Melbourne, or in Bureau Regional Offices in the state capital cities, with smaller offices at other locations including Cairns and Canberra. Meteorologists working as forecasters, and in some other operational areas, work on a 7-day, 24-hour shift roster.



Australian Government  
Bureau of Meteorology



# A new *outlook* for *your career*

## **Weather Forecaster**

A weather forecaster assesses the state of the atmosphere using a wide variety of tools and techniques from hand drawn charts to high resolution computer models, and prepares daily weather forecasts and warnings for a wide variety of users.

Meteorologists need good interpersonal skills to work in a team environment. Under the guidance of a shift supervisor, the overall forecast for the day is discussed and decided upon to ensure consistency for all staff, each of whom have their own specific roles and areas of responsibility.

Meteorologists must also be able to communicate clearly and expressively to the media since they are one of the main ways the Bureau distributes the information it produces. Senior meteorologists have become media personalities in some parts of the country.

## **Severe Weather Warning Services**

Experienced meteorologists can specialise in Severe Weather forecasting, issuing warnings for the weather events that pose the most severe threat to life and property, bush fires and severe thunderstorms. Thunderstorm forecasters make use of computer models, a detailed analysis of the observations and extensive use of radar imagery and storm tracking algorithms.

## **Tropical Specialist**

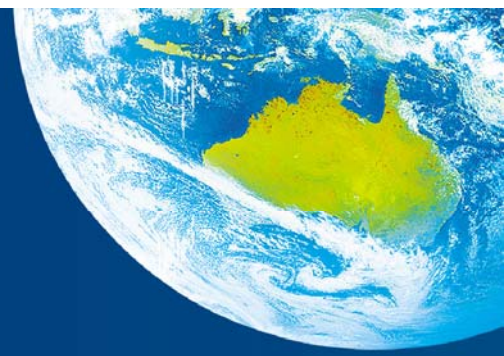
Weather forecasting in the tropics presents challenges and opportunities not found elsewhere. Darwin is a centre of excellence in tropical meteorology. Darwin has broad scale tropical analysis and climate monitoring functions for the Australian, Asian and western Pacific regions and provides a specialised function for the aviation industry in tracking and forecasting the movement of ash from volcanic eruptions in south-east Asia and western Pacific. The Bureau of Meteorology is particularly keen to recruit graduates interested in specialising in tropical meteorology in Darwin.

The forecasting offices in Darwin, Perth and Brisbane include Tropical Cyclone Warning Centres. The task of forecasting the formation, movement and intensity of tropical cyclones is a very specialised role undertaken by experienced weather forecasters.



**Australian Government**  
**Bureau of Meteorology**

# A new *outlook* for *your career*



## **Defence**

The Bureau of Meteorology works closely with the Armed Forces to provide meteorological information for their operations. Meteorologists may be posted from time to time to an Army or Royal Australian Air Force base to provide weather forecasts for aviation services. The Defence Meteorological Services Unit (DMSU) at Bungendore, near Canberra, provides meteorological support for operations within Australia and overseas.

## **Meteorological and Oceanographic Analysis**

Meteorologists assist in developing, managing and running the systems that provide national analyses and prognoses of weather systems and ocean conditions in the Australian region, including the Bureau's numerical weather prediction systems.

## **Aviation**

Graduate meteorologists are involved in providing forecasts for the aviation industry. Positions are available for more experienced graduates in providing more detailed and specific services at some of the major airports such as Mascot in Sydney.

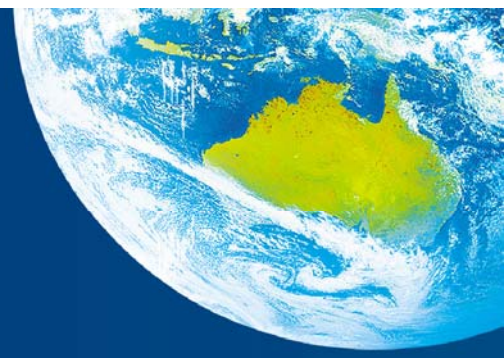
## **Climatology**

Meteorologists monitor and study Australia's climate and the mechanisms that control its variability. Regular climate monitoring bulletins, climate assessments, seasonal climate outlooks and drought statements for the Australian region are prepared. Climate variability and change detection at the national level contributes to international assessments.



Australian Government  
Bureau of Meteorology

# A new *outlook* for *your career*



## **YOUR FIRST and EARLY CAREER YEARS**

Successful applicants can expect to undertake a one-week familiarisation in the Regional Office in the state or territory from which they are recruited, before relocating to Melbourne to commence the 10-month training course at the Bureau of Meteorology Training Centre. Familiarisation is planned to commence the week of 25 January 2010.

The course is equivalent to one academic year and is of a similar standard to the honours year of a Bachelor degree. The course covers synoptic, dynamic and physical meteorology, climatology, oceanography, satellite and radar data interpretation, numerical weather prediction and the use of modern technology in Bureau operations. There is strong emphasis on the practical aspects of meteorology and its application to users' requirements. A nationally accredited Graduate Diploma in Meteorology is awarded on successful completion of the course.

## **ON COMPLETION OF TRAINING and POSTING LOCATIONS**

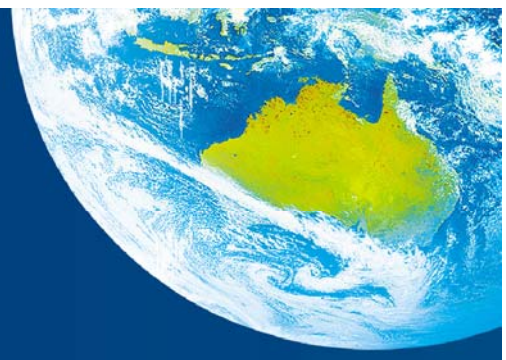
After successful completion of the 10-month course, graduates will be advanced to the Bureau Classification of BoM Broadband 2 (Professional Officer Class 1), which is referred to as "PO1". Upon advancement, Graduates transfer to one of our Regional Offices located in capital cities and some regional centres across Australia.

At present, some priority locations for postings are Darwin and Sydney, however posting opportunities for 2010 are likely to be available to all capital cities. Graduates can expect to be advised of their posting location during September 2010.

Bureau employees relocating for postings are entitled to relocation assistance including the cost of transport to the location (eg flights), uplift and removal of furniture and assistance with temporary accommodation. The relocation entitlements also include the cost of relocating partners and dependants.

## **PROMOTIONAL OPPORTUNITIES**

There are excellent opportunities for promotion to higher classification levels. Promotion decisions are based on merit and employees are able to apply for promotional opportunities as they arise.



# A new *outlook* for *your career*

The Bureau also provides opportunities to work in positions at a higher classification level on a temporary basis, which allows early career meteorologists working at the “PO1” level to gain valuable experience.

Beyond operational forecasting, opportunities exist from time to time in management, training, and research to name a few.

## GENERAL CONDITIONS OF ENGAGEMENT and EMPLOYMENT

### Conditions of Engagement

Engagement as Graduate APS [Meteorologist] is subject to the following conditions:

#### (a) Probation

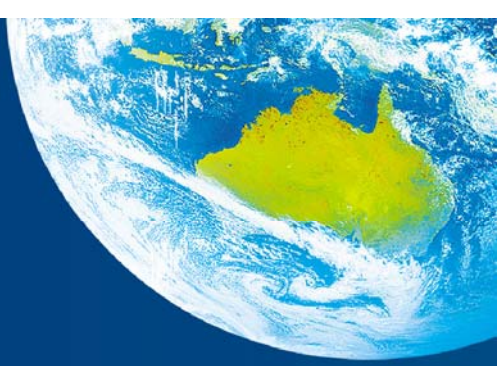
Engagement is on probation for the first 18 months. Continued employment during this period will focus on work performance, in particular:

- Quality of work output;
- Satisfactory progress during the course of training;
- Attendance;
- Adherence to the APS Values and Code of Conduct;
- Application, drive & motivation;
- Communication skills; and
- Team work.

During the probationary period, your work performance will be assessed to determine whether you meet the required standard. If there are doubts on any of these matters, the probationary period may be extended for a further period of up to 6 months. If your work performance or conduct is considered unsatisfactory, your engagement will be terminated.

#### (b) Citizenship

Australian Citizenship is the usual requirement for ongoing engagement in the Australian Public Service. Successful applicants will be required to provide evidence of Australian citizenship as well as an original birth certificate prior to engagement. In specified circumstances, this requirement may be waived and a person demonstrating permanent residence in Australia may be engaged on



# A new *outlook* for *your career*

the condition that Australian citizenship is applied for in a minimum time frame. Under this condition, should an application for Australian citizenship be denied, the engagement would be terminated.

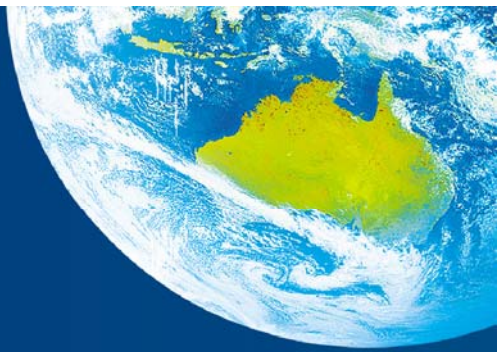
## (c) Formal Qualifications

To be eligible for engagement as a Graduate APS [Meteorologist] you must:

- (i) have completed an undergraduate or postgraduate degree from a recognised Australian educational institution, with a major course of study in a physical science or mathematics, and sufficient mathematics and physics to successfully undertake the study of a physical and dynamic meteorology. The minimum standard in mathematics and physics is met by the successful completion of study in both these subjects to second year university level; OR
- (ii) possess an overseas tertiary qualification certified by the National Office of Overseas Skills Recognition (NOOSR) or equivalent Australian State organisation to be equivalent to an undergraduate or postgraduate degree from a recognised Australian Education Institution, with a major course of study in physical science or mathematics, and sufficient mathematics and physics to successfully undertake the study of physical and dynamic meteorology. The minimum standard required is met by the successful completion of study in mathematics and physics to second year university level.

A certificate of equivalence **MUST** be attached with your Application Form. Note: a statement of professional equivalence is not sufficient. The certification **MUST** be a statement of academic comparison with qualifications awarded by an Australian University. If your qualifications have not been assessed to the equivalent Australian Standard, then details of your qualifications must be assessed by the National Office of Australian Education International - National Office of Overseas Skills Recognition (AEI - NOOSR). *For further information visit <http://aei.dest.gov.au/AEI/QualificationsRecognition/default.htm>*. Should any delays occur, you should submit your Application Form by the closing date and attach a statement that you have applied for certification, which you should forward on receipt. Applications received without this statement or certification cannot be considered.

## (d) Character Clearance



# A new *outlook* for *your career*

Applicants must be of good character, and comply with the Australian Public Service (APS) Code of Conduct and APS Values during employment. As part of the pre-engagement process you will be required to complete an application for a Police Records Check. A decision will be made on character suitability following processing of the complete Police Records Form. If the Police Records indicate that you do not meet the standard of good character, your engagement will be terminated.

## (e) Health Clearance

Engagement is subject to passing a medical assessment by Health Services Australia. This will be arranged by the Bureau, generally prior to commencing employment. Details regarding the assessment will be advised during the selection process. If your medical assessment report determines that you are not medically capable of performing all duties of the Graduate and Professional Meteorologist roles, your engagement may be terminated.

## **CONDITIONS OF EMPLOYMENT**

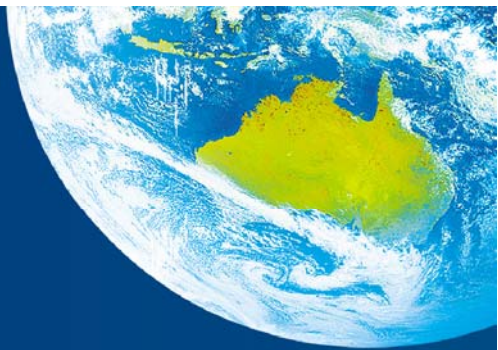
If you are successful with a job offer you will be issued a Notice of Engagement and Offer Letter which will state the conditions of your engagement, commencing salary and classification level. The *Bureau of Meteorology Enterprise Agreement* contains the conditions of employment that apply during your employment with the Bureau.

The Public Service Act 1999 also applies to your employment, and you are expected to comply with the APS Values, APS 'Code of Conduct', and other regulations and clauses relating to employment under the Public Service Act and the current Bureau Enterprise Agreement.

## **SALARY and SHIFT WORK PENALTIES**

Graduates are appointed at an APS Graduate Meteorologist classification level with a starting salary of \$46,092 per annum.

After successful completion of a 10-month training course at the Bureau of Meteorology Training School in Melbourne, graduates advance to a BoM Broadband 2 (Professional Officer Class 1) or "PO1" with a salary of \$50,845 per annum.



# A new *outlook* for *your career*

Employees are eligible, subject to meeting performance requirements, to advance a pay point within the classification level on an annual basis.

Weather Forecasters working shiftwork are paid penalty payments, which can add up to approximately 30% to the base salary figure for an employee working a 24hour, 7day roster.

The following 2009\* salary rates apply to Professional Officers (Meteorologists) and are contained in the 2009 - 2010 Bureau Enterprise Agreement:

<b>Classification Level</b>	<b>Salary</b>
Graduate APS (Meteorologist)	\$46,092 pa
PO Class 1 MET (BoM Broadband 2)	\$50,845 - \$64,892 pa
PO Class 2 MET (BoM Broadband 2)	\$66,504 - \$74,542 pa
Exec Level 1 (Senior Professional Officer Grade C)	\$83,187 - \$89,828 pa
Exec Level 2 (Senior Professional Officer Grade B)	\$95,945 - \$108,775 pa
Exec Level 2 (Senior Professional Officer Grade A)	\$112,411 - \$118,710 pa

\*In April 2010 there will be a 3.3% salary increase as per the Bureau's Enterprise Agreement conditions.

## **RELOCATION ENTITLEMENTS**

The Bureau will generally cover the cost of relocation to Melbourne to undertake the training course. These costs include fares for the employee and their dependants, removal of furniture and personal effects and an allowance to cover short-term temporary accommodation when transferring. Similarly, the Bureau will cover the approved costs involved in transfer to your posting following successful completion of the training course.

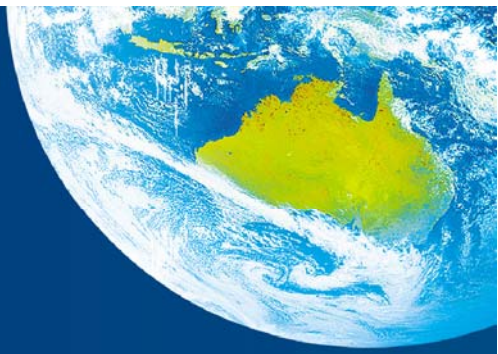
## **SUPERANNUATION**

The Bureau will, in addition to salary, pay Employer Contributions to a complying Superannuation Fund of your choice. If you do not nominate a fund, the Employer Contributions will be paid to the PSSap, the Bureau's default fund.

The Employer Contribution rate is 15.4% of your superannuation salary, as set out in the Enterprise Agreement. Your superannuation salary is reviewed each year on your birthday.

Employee contributions are voluntary and can be paid through salary sacrifice arrangements.

(Other arrangements may apply to employees who have previous APS employment and continue to maintain a benefit with CSS or PSSdb.)



# A new *outlook* for *your career*

## RECREATION LEAVE

Full time employees receive 147 hours (4 weeks) of Recreation Leave each year. Recreation Leave accrues daily and is credited on the first day of every month at the rate of 12.25 hours per month. Part time employees receive a pro-rata entitlement. Extra leave credits are available for employees on shift work.

## PERSONAL/CARER'S LEAVE

On commencement, full time employees receive a credit of 23 days full pay personal/carer's leave, 15 days of which are cumulative. Further credits of personal/carer's leave accrue on the anniversary of your commencement. This date may vary if you take a period of leave without pay which does not count as service.

Personal/Carer's leave can be used for personal illness or injury, caring for members of your family and unexpected emergencies or exceptional circumstances.

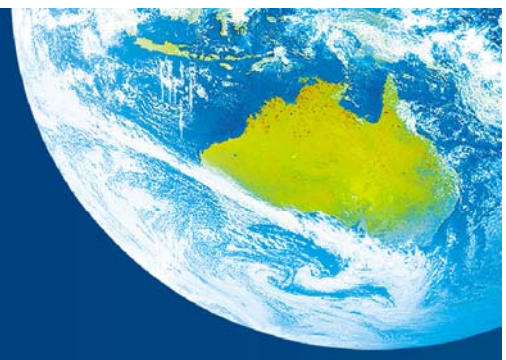
Each year you *may* be granted up to five days paid personal/carer's leave for personal illness without the need to provide a medical certificate. You should note that no more than three continuous days personal/carer's leave can be taken without producing a medical certificate.

## OTHER LEAVE

There are various other leave entitlements available with accompanying conditions of accrual and usage. Examples include Long Service Leave, Leave Without Pay and Maternity Leave.

## ACCIDENTS and COMPENSATION

Whilst on duty you are covered under the Occupational Health and Safety 'Commonwealth Employment' Act 1991 in respect of work related injury and disease.



# A new *outlook* for *your career*

## REGIONAL OFFICE ADDRESSES

For information about the day-to-day operations of the Bureau you can contact your local Regional Office.

### Northern Territory

13 Scaturchio Street  
Casuarina NT 0810  
Tel: (08) 8920 3800

### Victoria

1010 Latrobe Street  
Docklands VIC 3008  
Tel: (03) 9669 4000

### Queensland

69 Ann Street  
Brisbane QLD 4000  
Tel: (07) 3239 8700

### South Australia

25 College Road  
Kent Town SA 5067  
Tel: (08) 8366 2600

### New South Wales

300 Elizabeth Street  
Sydney NSW 2000  
Tel: (02) 9296 1555

### Tasmania

111 Macquarie Street  
Hobart TAS 7000  
Tel: (03) 6221 2000

### Western Australia

1100 Hay Street  
West Perth WA 6005  
Tel: (08) 9263 2222

The Bureau of Meteorology Training School is located at:

1010 Latrobe Street  
Docklands VIC 3008  
Tel: (03) 9669 4000

## HOW TO APPLY

For application details and to apply online visit <http://www.bom.gov.au/careers/graduates/>

## APPLICATION CLOSING DATE

Applications close Thursday 1 October 2009

## FURTHER QUESTIONS

For questions on the application and selection process please contact our Recruitment Unit on (03) 9669 4333/4340 or email [graduatemets@bom.gov.au](mailto:graduatemets@bom.gov.au)

For questions on the meteorology program or the role please contact Mick Pope on (03) 9669 4204.