



Australian Government

Department of Sustainability, Environment, Water, Population and Communities
Australian Antarctic Division

COMMUNICATIONS OPERATOR

Overview of the Role.

As a Communications Operator (CO) you will ensure the Communications Centre at a station is managed in accordance with best practice and operate communications equipment to ensure the safety of personnel travelling by aircraft, watercraft and in the field. You will assist other expeditioners with minor computer problems and assist telecommunications technical staff with less complex aspects of managing communications systems and equipment, network administration and other administrative duties.

What will you actually do on the job?

Under broad direction from the Telecommunications Manager and/or station Supervising Communications Technical Officer, COs will:

- Operate HF and VHF radios for communication with field personnel
- Operate equipment for air-ground-air and ship-to-shore communications
- Keep a continuous log and full air-ground plot when working fixed- and rotary-winged aircraft associated with station programs
- Maintain appropriate logs and check sheets
- Assist fellow expeditioners with the rectification of minor computer problems
- Maintain a personal and practical commitment to the AAD's OHS and Environmental Policies. The safety and environmental roles and responsibilities relevant to your position will be communicated to you by your supervisor

Maintain a personal and practical commitment to AAD WHS and Environmental Policies. The safety and environmental roles and responsibilities relevant to your position will be communicated to you by your supervisor.

As well as these specific job roles you will also be required to, in common with all other expeditioners, perform duties rostered by the station leader to support the community life of the expedition, such as general kitchen duties, garbage clearance, water duties, and assisting other expedition members with official programs.

As this role may require you to be involved in a Safety Sensitive Aviation Activity, a condition of employment is that you may be required to participate in drug and alcohol screening of urine and/or saliva samples.

Job Specific Criteria

- Experience in communications operations in a major public, private or defence network.
- Experience in radio communication with remote field parties
- Knowledge of air-ground-air radio operations procedures
- Experience in operating HF and VHF radio-communications equipment
- The ability to provide basic helpdesk support to computer users
- Sound written and oral communication skills appropriate to the duties of the position
- Other skills of use in an isolated Antarctic community

Qualifications & Licences.

- You will hold a current, "C" class (manual) Australian driver's license
- You will have a current statement of attainment in the following unit of first aid - Apply First Aid (HLTFA301B) and Perform CPR (HLTCPR201A)

Personal Qualities Requirements

As a member of a small community there are also personal attribute requirements which the Australian Antarctic Division assesses very closely. You will need to meet the personal qualities criteria listed below.

To be successful you will:

- demonstrate a strong work ethic
- demonstrate that you can make a positive contribution to the community and team
- demonstrate that you respond to authority and are compliant with the law, legislative requirements and AAD policies and procedures
- demonstrate a commitment to Australian Antarctic program specific requirements

Medical, Psychological and Security Screening

If you are assessed as meeting the above job related and personal quality requirements, you will be required to undergo medical, psychological and security screening. Meeting and maintaining suitability in relation to these requirements is mandatory.

- The AAD's Polar Medicine Unit will determine your medical fitness for duty in Antarctica following tests conducted on our behalf by a nominated medical practitioner. This will include comprehensive drug screening for compliance to undertake Safety Sensitive Aviation Activities (SSAA)
- Psychological assessments are conducted on our behalf by a nominated professional provider
- Security checks vary depending on the role required. This may be limited to a police records check