



Australian Government

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

COMMUNICATIONS TECHNICAL OFFICER & SUPERVISING COMMUNICATIONS TECHNICAL OFFICER

Overview of the Role

As a Communications Technical Officer (CTO) you will carry out routine and complex telecommunications installation, maintenance and repair tasks and operate communications equipment.

The Supervising Communications Technical Officer (SCTO) will be in charge of the Communications Centre at a station and supervise the telecommunications installation, maintenance, repair and operating work of the group. In addition to the supervisory role, the SCTO will carry out routine and complex telecommunications installation, maintenance and repair tasks and operate communications equipment.

What will you actually do on the job?

Under broad direction from the Telecommunications Manager, CTOs and SCTOs will:

- Maintain highly complex telecommunications equipment, systems and facilities at a station
- Maintain IT infrastructure and equipment at a station, including the provision of a helpdesk service to other expeditioners
- Operate radio equipment for communication with field parties, aircraft, ships and small watercraft
- Maintain radio masts, antennas and associated cabling/feeder systems. This may include climbing masts up to 50m high to maintain antennas. Training will be provided before departing for Antarctica
- Maintain miscellaneous electronic office and amenities facilities, including audio-visual equipment
- Provide support to science programs, including Geoscience Australia, Ionospheric Prediction Service and Australian Radiation Protection and Nuclear Safety Agency

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.

In addition to the above responsibilities, an SCTO will also oversee the management and implementation of the efficient and effective installation, maintenance, repair and operation of the telecommunications systems, infrastructure and equipment at a station.

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.

Qualifications & Licences.

- You will have a relevant Associate Diploma or comparable qualification, or sufficient relevant experience to be able to carry out the duties of the position.
- You will hold a current "C" class (manual) Australian driver's license.
- You will have a current statement of attainment in the following units of first aid - Apply First Aid (HLTFA301B) and Perform CPR (HLTCPR201A).

Job Specific Criteria.

You will demonstrate capability in the following:

- Experience in maintenance of satellite communications systems and equipment, or other multi-channel microwave bearer systems
- Experience in installation, maintenance and repair of HF and VHF radio equipment and systems, including masts, antennas and associated cabling/feeder systems
- Experience in maintenance and repair of electronic equipment
- Experience in installation and maintenance of IT infrastructure and equipment, including servers, routers, switches, VoIP equipment, computers and peripherals, and wireless network equipment, including associated copper and optic-fibre structured cabling
- Experience in the installation, configuration, maintenance and use of computer software, including operating systems, email systems, IP telephony and network management
- Experience in radio operating procedures , including air-ground-air communications
- Sound written and oral communication skills appropriate to the duties of the position
- Other skills of use in an isolated Antarctic community
- SCTO candidates are also required to demonstrate capability in the management of the operation and maintenance of telecommunications facilities and services, including supervision of staff, scheduling, rostering and reporting

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.