



Australian Government

Department of Climate Change, Energy, the Environment and Water
Australian Antarctic Division



AUSTRALIAN
ANTARCTIC
PROGRAM

Expeditioner Band 1.3 (APS 3) – Aircraft Ground Support Officer

Classification	Expeditioner Band 1.3 (APS 3) - \$73,911 pa
Total Remuneration	\$141,865 pa (When in Antarctica/sub-Antarctic, inclusive of Antarctic Allowances)
Division	Australian Antarctic Division
Branch	Operations and Logistics
Section	Aviation Operations - Stations
Location	Kingston, Tasmania and Antarctic/sub-Antarctic deployment
Employment Status	Non-Ongoing (temporary)
Hours	Full-time (37.5 hours per week)
Security Clearance	Not Required

WHO WE ARE – Australian Antarctic Division (AAD)

The AAD is part of the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW). As primary agency for Australia's Antarctic Program (AAP), the AAD is responsible for achieving the Australian Government's Antarctic goals to:

- maintain the Antarctic Treaty System and enhance Australia's influence within it
- protect the Antarctic environment
- understand the role of Antarctica in the global climate system
- undertake scientific work of practical, economic and national significance.

THE JOB

As an Aircraft Ground Support Officer (AGSO) you will be responsible for a diverse range of duties in support of fixed and rotary wing operations in Antarctica. This is a hands-on role, which will require you to operate a wide range of heavy and light machinery, along with servicing the needs of ground support requirements for a wide range of aircraft. This involves operation of machinery and manual work, including the construction, maintenance and operation of ski landing areas. You will handle aviation fueling equipment and interface with fixed/rotary wing aircraft. You will also transport passengers and cargo to and from aviation facilities and aircraft.

Aircraft schedules are heavily influenced by weather conditions. AGSOs often work long hours (up to 12 hours) to capitalise on periods of good weather.

AGSOs are employed in summer jobs at Casey and Davis stations. Casey AGSO's routinely assist at Wilkins Aerodrome as operational needs dictate.

The AAD Aviation Program routinely has two helicopters operating at various Antarctic locations within the program over the summer season (4-6 months), as well as a small number of fixed wing aircraft.

You should apply for this role if you have the appropriate knowledge, skills and experience and an interest in the challenge of living and working in a small community in a remote environment. Applicants will be assessed and if successful, placed in a role for training and deployment, or a merit pool that will be used for future seasons.

Key duties will include, but are not limited to:

- Construction, maintenance and reporting of Ski Landing Areas to agreed standards.
- Machinery used to construct and maintain Ski Landing Areas varies widely depending on the type of surface and location. The primary machines used are Prinoth snow groomer, Cat 289D MTL loader, Case Quad Trac tractor (Casey), telehandlers, Haggblunds tracked vehicle, snowmobiles and tracked quad bikes.
- Assist the Diesel mechanic/s where necessary to complete all reactive and preventative maintenance and repairs to mobile and stationary equipment fleet as required.
- Aviation fuel handling, including the management and transportation of station-based aviation fuel stocks.
- Passenger and cargo manifesting.
- Coordination and conduct of safety briefings for expeditioners.
- Coordination and assistance with the transport of personnel and cargo to, from and within the aircraft, including the preparation and hook up of helicopter external loads.
- Provision of Ski Landing Area weather observations to pilots and Bureau of Meteorology.
- Providing basic emergency first aid and aviation firefighting and emergency response services as required.
- Maintaining inventory registers of station-based Aviation ground support equipment.
- Completing required reporting documents including Serviceability and Runway Condition Reports, Aviation Facility Logbooks, and making recommendations for the ongoing development of such for future seasons.
- Supporting station, field operations and science programs as required.
- Assisting in the Wilkins Aerodrome operations where required (Casey).

WHAT WE ARE LOOKING FOR - ESSENTIAL

Required Identification/Qualification/Licence/Ticket	When you need to provide evidence	
	Provide copy with application	obtained prior to job commencement
Driver's licence – a valid Heavy Rigid (HR) licence	✓	
Citizenship - In accordance with the PS Act 1999, APS employees are required to be Australian citizens. Persons who are not Australian citizens will generally only be considered where there are no suitable Australian applicants, with next considerations being Australian residents with work rights and New Zealand citizens.	✓	

Valid Passport - The expiry date of the passport (and any relevant visa) must be at least 6 months beyond the planned end date of your intended stay in the Antarctic or sub-Antarctic		✓
Provide First Aid (HLTAID011) must be valid for at least 18 months beyond the date of AAD commencement.		✓
Provide CPR (HLTAID009) must be valid for at least 6 months beyond the date of AAD commencement		✓

Knowledge and experience:

Hands-on experience within the last 5 years in the operation of mobile plant/equipment, in the following fields:

- Agricultural
- Snowfields
- Forestry
- Civil construction or mining environment or similar

WHAT WE ARE LOOKING FOR – DESIRABLE

These are not essential to the role however, to be suitable you will need to have at least some of these. We encourage you to apply even if you do not fit 100% of the requirements.

Qualifications/licences (provide copies with your application):

- A current Statement of Attainment to operate skid steer loader (LS)
- A current Statement of Attainment to operate a front-end loader (LL)
- Any licences or certificates of competency relevant to the following plant and equipment:
 - Tracked Dozer (DZ)
 - Snow Groomer
 - Telescopic materials handler
 - Hagglands all-terrain vehicles
 - Snow mobiles and tracked quad bikes
 - Tractors - towing implements

Knowledge and experience:

Hands-on experience within the last 5 years in the following:

- Operation of the mobile plant and equipment listed above
- Maintenance of any plant and equipment including those listed above
- Construction and maintenance of Ski Landing Areas or similar civil construction environments would be advantageous
- Cargo handling experience, including the manifesting of such (including Dangerous Goods)
- Provision of passenger handling and support services
- Helicopter sling loading
- Air/ground communications
- Aviation fuel handling experience, including fuel stock management
- Provision of meteorological information
- Basic emergency firefighting and rescue

ELIGIBILITY AND OTHER REQUIREMENTS

Personal Qualities:

During the recruitment selection process, the AAD assesses individual personal qualities required to successfully live and work in an isolated Antarctic/sub-Antarctic community. Successful candidates need to demonstrate the personal qualities detailed [here](#).

Pre-employment check:

Your suitability for employment will be assessed through pre-employment screening including National Police Check, referee checks, pre-employment medical assessment, specified mandatory qualification(s) validation and completion of required probation period.

Work Health and Safety Obligations:

All employees have a duty to take reasonable care of their own health and safety while at work, to ensure their acts or omissions do not adversely affect the health and safety of other persons in line with any reasonable instruction given to comply with the Work Health and Safety legislation.

RecruitAbility:

Under the [APS \(Australian Public Service\) RecruitAbility scheme](#) you will be invited to participate in further assessment for the vacancy if you choose to apply under the scheme; declare you have a disability; AND meet the minimum requirements for the position.

HOW TO APPLY

Information about how to apply can be found [here](#), including further information about AAD jobs.