



CITY OF ALBANY POSITION INFORMATION CYBER SECURITY OFFICER

POSITION: Cyber Security Officer
LOCATION: North Road Office, Albany WA
DATE: September 2025

Should the City receive a number of suitable applicants for this role a talent pool may be created for use for future ongoing and temporary roles. This pool is valid for a period of up to 12 months.

CONDITIONS OF EMPLOYMENT:

Agreement:	City of Albany Industrial Agreement 2023
Status:	Permanent, Full Time (1.0 FTE)
Salary:	Level 5.1 to 5.4 (\$84,010.85 to \$ 88,173.65 per annum) dependent on skills, knowledge and experience
Ordinary Hours:	152 hours per 4 weekly cycle to be worked Monday to Friday between the hours of 7.30am and 6.00pm
Variable work arrangements:	Variable work arrangements are available in negotiation with team supervisors/managers as described Local Government Award and City of Albany Above Award Policy, and in accordance with the organisation's customer service requirements;
Annual Leave:	4 weeks paid annual leave each year (pro rata) 17.5% leave loading
Long Service Leave:	Available after 7 years of service in accordance with the Regulations.
Other Leave:	The Officer is entitled to: a) Personal leave; b) Compassionate leave; and c) Parental leave as set out in and in accordance with above award agreement.
Superannuation:	The City will contribute superannuation payments, on a monthly basis, to a fund/s meeting an amount equal to the Superannuation Guarantee as per the Superannuation Guarantee (Administration) Act 1992 and the Superannuation Guarantee Charge Act 1992.
Probationary Period:	3 months as per the above-mentioned agreement
Medical:	Appointment is subject to a pre-employment medical declaration
Federal Police Clearance:	Appointment is subject to a satisfactory federal police clearance

***For further enquiries, please contact Adam Catterall, Manager IT on
(08) 6820 3154***



CITY OF ALBANY HOW TO APPLY CYBER SECURITY OFFICER

APPLY ONLINE FOR THIS VACANCY AT www.albany.wa.gov.au

Within your application, please provide a **covering letter** of no more than two pages and an **up-to-date resume** telling us about your previous experience in similar roles.

To be considered for interview - your cover letter must clearly address how you meet the key points outlined below.

- Demonstrated experience in identifying, assessing, and mitigating cyber security risks, including incident response and security monitoring.
- Proficiency with security tools, technologies, and standards (e.g. firewalls, intrusion detection, Essential 8, ISO/IEC 27000 series), with strong analytical and problem-solving skills.
- Relevant qualifications in Information Technology (minimum Cert III or equivalent), with cyber security training or certification.
- Proven written and verbal communication skills, including the ability to explain security concepts to non-technical audiences and promote a culture of security awareness.
- Commitment to excellent customer service and teamwork, with strong organisational skills and willingness to expand knowledge across broader IT systems (e.g. servers, networks, Active Directory).