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Australian Government
Australian Security
Intelligence Organisation

Candidate Information Pack Information Technology Traineeship 2027 Intake

Level: AE2 (APS 2 equivalent)



Securing Australia—protecting its people

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Title	<i>Information Technology Traineeship</i>
Preferred Location	Canberra, ACT
Commencement Date	Traineeship intake - February 2027
Job Title Classification	AE2 (APS 2 equivalent) – upon commencement AE3 (APS3 equivalent) – after 12 months ITE1 (APS 5 equivalent) – upon successful program completion of the 2-year program
Salary Range	\$68,841 - \$76,257 (including service allowance) plus superannuation – 1 st year. \$78,276 - \$85,529 (including service allowance) plus superannuation – 2 nd year. \$97,122 - \$102,786 (including service allowance) plus superannuation - upon successful program completion of the 2-year program.
Contact	Recruitment Email: careers@asio.gov.au Phone: 02 6263 7888
Closing date and time	Monday 9 March 2026 at 5:00pm AEDT

The Organisation

The Australian Security Intelligence Organisation (ASIO) protects Australia and Australians from threats to their security – that is our mission. In a complex, challenging and changing security environment, our success is built on the imagination and intelligence of our team. ASIO’s people are ordinary Australians but they do extraordinary things – they are our most important asset. To be successful in our mission, we need talented people who are highly capable, dedicated, adaptable and resilient.

We seek to reflect the community we protect. ASIO is committed to fostering a diverse and inclusive environment, where all staff are valued and respected. We welcome applications from all eligible candidates, irrespective of gender, sexual orientation, ethnicity, religious affiliation, age or disability. Aboriginal and Torres Strait Islander peoples are encouraged to apply. We are secretive about what we do, not what we value.

ASIO officers’ identities are protected by law. Under section 92 of the ASIO Act, the only declared ASIO officers are the Director-General and Deputy Directors-General. Due to the need to protect our people’s identities, ASIO holds all employment applications in the strictest of confidence. It is essential that you do the same. Please do not discuss your application with others as doing so may adversely affect your potential employment.

The opportunity

Are you seeking a career in an intelligence agency where you can contribute and make a difference to the security of Australia and Australians? Do you have an interest in Information Technology?

ASIO is offering an exciting opportunity to join our Information Technology (IT) Traineeship which is a 2-year program commencing February 2027. As a Trainee, you will complete a Certificate IV in Information Technology as well as receiving on the job training and mentorship.

. We are seeking candidates who have a keen interest in IT, there is no requirement to have a degree or certification in IT or any related discipline.

As an IT Trainee in ASIO, you will undertake work placements across multiple teams, including but not limited to:

- Server Services – supports and maintains the server and storage infrastructure, virtualisation and containerisation platforms along with critical enterprise applications which underpin ASIO's enterprise IT environments.
- Digital Workspace – provide ICT Desktop Infrastructure (Virtual and Physical) and Identity Management solutions supporting ASIO's digital workspace across the globe.
- Networking Data, Voice and Video – monitors and manages ASIO IP data networks.
- Cyber Security – manages the cyber security needs of the Organisation.
- Service Management – first point of contact to the ICT world of ASIO.
- Project Management & Business Analysis – develops new capabilities for ASIO.
- Software Development & Support – provides a range of services in the development and support of corporate applications.

As part of the 2-year Traineeship, you will undertake a Certificate IV in Information Technology. You will be assigned a mentor who will provide general support and guidance, as well as being supported during your rotations by existing ASIO ICT professionals.

You will complete four rotations, for a period of six months each. These rotations provide you with hands on experience in multiple work areas within the Organisation and across a variety of technology platforms. This will provide you with a solid foundation for your IT career at ASIO.

On successful completion of the 2-year IT Traineeship, you will be promoted to an Information Technology Employee Level 1 with a salary of \$97,122 plus 15.4% superannuation.

What you will bring

We are seeking candidates with the following attributes:

- *Passion for ICT*
- *Adaptability*
- *Commitment to learning*
- *Curiosity*
- *Honesty*
- *Integrity*
- *Problem solving*
- *Resilience*
- *Teamwork*

We are seeking candidates with the following capabilities:

- *The ability to work collaboratively.*
- *The ability to follow directions from supervisors.*
- *The ability to manage work within agreed timeframes.*

- *The ability to work effectively in a team.*
- *Personal qualities that exemplify ASIO's values and expected behaviours.*

Please note, you are not required to have any qualifications, just an interest in IT.

What we offer you

ASIO provides a number of benefits to its staff including:

- Significant training and development as part of a 2-year traineeship.
- A competitive salary, including a 7.5% allowance for maintaining a TOP SECRET-Privileged Access security clearance.
- Employer superannuation contributions of 15.4%.
- A variety of leave options, in addition to the standard 4 weeks annual leave to ensure your work-life balance.
- Flexible working arrangements. **Please note** due to our unique working environment, work from home options are not available.
- Study assistance, including financial support and study leave for tertiary education.
- Access to 7 staff-led diversity and inclusion networks.
- Access to an Employee Assistance Program (EAP).
- Mentoring opportunities.

Eligibility

To be eligible for the role, you must be:

- An Australian citizen.
- Assessed as suitable to hold and maintain a TOP SECRET-Privileged Access (TS-PA) security clearance.

Reasonable adjustments

Please let us know if you require any additional assistance or reasonable adjustments during any stage of the recruitment process in order to fully participate in the recruitment process or the workplace. This may include reasonable adjustments to assessment methodologies to enable full participation.

Location

As Australia's security service, we advertise positions nationally to seek candidates from across the country.

The *IT Traineeship* positions are located in *Canberra* and applicants living elsewhere must be willing to relocate. Assistance is provided to successful applicants where ASIO requires you to relocate.

How to apply

Click on '*Apply online*' to commence your application. Your application **must** include the following:

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- A current CV, no more than 2 pages in length, outlining your employment history, the dates and a brief description of your role, as well as any academic qualifications or relevant training you may have undertaken.
- A response to the following question (no more than 500 words):
 - Why do you consider ASIO's IT Traineeship to be a good career opportunity for you? In your response describe:
 - Why did you apply?
 - What are you looking for out of the traineeship?
 - What do you think you could bring to the Organisation?
- Details of 2 referees, which must include a manager or current supervisor. ASIO will not contact your referees without advising you prior to doing so.

Before applying read the [ASIO People Capability Framework](#) and [Core Capability Guide](#), both available on the ASIO website. To increase your chances of success, tailor your application responses to align with the relevant capabilities and levels outlined in these frameworks.

Use of AI in recruitment processes

ASIO does not use any form of artificial intelligence at any point in the recruitment process. All applications are reviewed by a selection panel.

We acknowledge some candidates may wish to use AI tools to support drafting their applications or to assist in preparing for interviews. If you choose to use AI tools, you should consider the following:

- Ensure your application is accurate and a true representation of your skills and experience.
- Ensure your application reflects your genuine voice. Review and personalise it.
- Consider the privacy and data security implications of using any AI tool. Read and understand their privacy policies and data use terms.
- ASIO requires applicants to not disclose their application status and requires officers to be discrete about their employment. Consider how any information you enter into an AI tool may link you to potential employment with ASIO or impact future employment.

Closing date and time

Monday 9 March 2026 at 5:00pm AEDT.

No extensions will be granted and late applications will not be accepted.

The Recruitment Selection Process – Timeframes

As we are recruiting for a February 2027 intake, candidates can expect the following timeframes for the recruitment selection process:

- Program advertised and applications received from February to March 2026.
- Assessment Centers will likely run April 2026.
- Candidates will likely be notified of outcomes by June 2026.

Employment conditions

Employment is under the *Australian Security Intelligence Organisation Act 1979*. Conditions of service are similar to those applying in the Australian Public Service. We recognise entitlements accrued under the *Public Service Act 1999* and provide for continuation of superannuation under the Commonwealth schemes. Salary packaging arrangements are also available.

Australian Workplace Equality Index (AWEI)

ASIO has achieved the Australian Workplace Equality Index (AWEI) Gold Standard in 2024 and 2025, recognising ASIO's inclusion work and positive culture. ASIO was the first Australian intelligence agency to achieve this status.

Enquiries

If you require further information about this position or the recruitment process, please contact ASIO Recruitment at careers@asio.gov.au or phone 02 6263 7888.

More information

For more information about ASIO, please visit: www.asio.gov.au