



Job application pack

Thank you for your interest in working at Lotterywest – a unique West Australian organisation. This guide will help you prepare and submit a job application with Lotterywest and includes information about our recruitment and selection process.

About Lotterywest

Every day Lotterywest gives West Australians a chance to dream by playing a range of lottery games. As well as selling our games and handing out millions of prizes to winners, we are unique in Australia as the only lottery to directly support the community through our grants.

Every time you play Lotterywest games, you help support thousands of not-for-profit organisations through direct grants; as well as contribute to statutory funding provided to local government authorities in health, sports and arts sectors.

Lotterywest has proudly supported the community for almost 85 years and remains committed to our vision to build a better WA together.

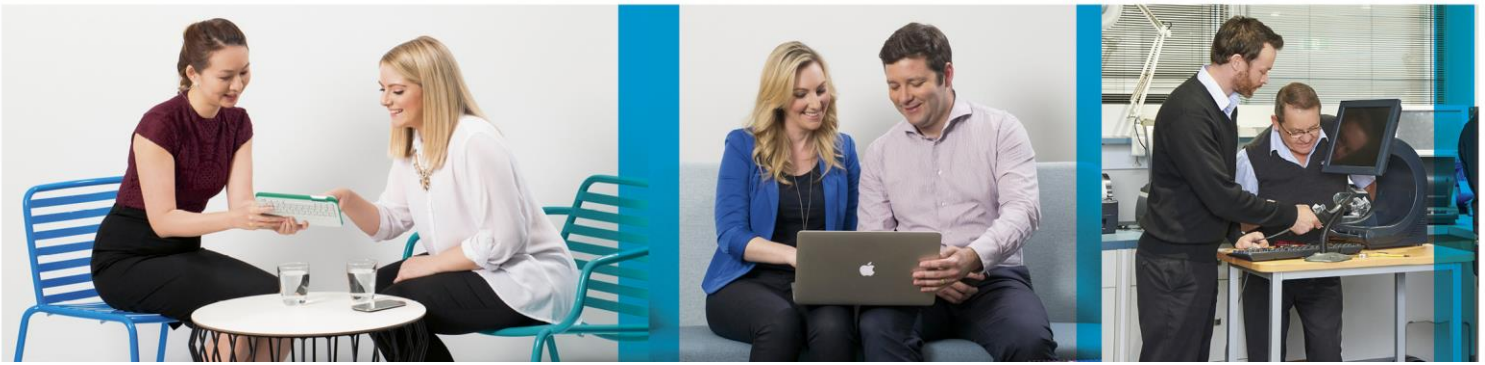
Our Purpose

To enhance the quality of life and well-being of all West Australians through the funding, leadership and support we provide to our beneficiaries and by operating our lottery business with excellence and integrity.

Our Values

Lotterywest is an organisation committed to serving the community of WA with excellence and integrity. Six core values underpin all that we do:

- Customer Focused
- Upbeat
- Authentic
- Smart
- Reliable
- Adaptable



Enjoy being part of the Lotterywest community

By joining the team at Lotterywest, you'll enjoy the satisfaction that comes with being part of an organisation that is helping meet community needs and turn dreams into reality. Jobs at Lotterywest are rewarding and diverse; from the marketing of our games, the management of our gaming technology and information technology, through to working with the wide range of community groups that receive Lotterywest grants.

Working with Lotterywest also means you have access to a number of employee benefits including:

- A flexible work environment with the ability to purchase leave and negotiate flexible working hours.
- A commitment to employee learning and development in relation to your role and responsibilities.
- A friendly working environment with a variety of wellness and social activities on offer.

Lotterywest's Head Office is located in Subiaco. Our office offers excellent access to public transport, a range of public parking options and end of journey facilities for staff choosing to bike, run or walk to work.

How do I apply?

Lotterywest is a State Government statutory authority. As such, we're required to follow the Public Sector Commissioner's employment standard as set out in the Commissioner's Instructions. Please read the following information to give you the best chance of success with your Lotterywest job application.

Step 1: Read the role statement

The role statement is a high level document outlining the key responsibilities and the skills required for the position. The role statement is used to assess your application, assess your performance once in the position and develop your skills.

Step 2: Prepare your application

If your skills match the skills required, you're off to a good start. Now you will need to prepare a formal application. Review the role statement for specific direction on what your application needs to include. Usually you will need to include a covering letter and your curriculum vitae.

When preparing your cover letter please refer to Page 5 of the Job Application Pack for specific application instructions.

Your curriculum vitae (CV or resume) should include:

- Your name, address and contact telephone number(s).
- Your email address.
- A concise description of relevant work experience, achievements and the dates of your employment.
- Your education qualifications and training courses.
- Contact details of your referees.



Step 3: Submit your application

Your application will need to be submitted by the date and time stated in the advertisement.

Please give yourself enough time to complete your application as we are unable to accept applications past the date and time stated in the advertisement. Please submit your application online through the [Jobs.wa.gov.au](https://jobs.wa.gov.au) website.

Step 4: Lotterywest's recruitment process

Lotterywest is committed to best practice recruitment standards. This ensures fairness in the process and that the most suitable person is appointed for an advertised position.

Merit, equity and probity are met by following the principles stated below in our recruitment process:

- Conducting a thorough merit based assessment which matches a candidate's skills, knowledge and abilities relevant to the work-related requirements of the job and the outcomes sought by the public sector, which may include diversity.
- Making sure the process is open, competitive and free of bias, unlawful discrimination, nepotism or patronage.
- Arriving at decisions that are transparent and capable of review.

Step 5: Applicants suitable for interview

If you are assessed as a suitable candidate to progress to the next stage, then you will be invited to an interview.

Step 6: Have I been successful?

We endeavour to notify you of the outcome of your application as soon as possible.

Step 7: Successful applicants

Once the selection process is completed, if you are the successful applicant, you will be notified that you are the 'recommended applicant' for the position.

At the same time, unsuccessful applicants are also notified and offered the opportunity to seek feedback or they may also seek a review of the outcome.

This process is known as the Breach of Standards (BOS) process and usually takes four (4) working days. Once this period is over and provided a substantiated claim has not been lodged, you will be notified in writing that you are officially the 'successful applicant' and a new Lotterywest staff member!



Step 8: Unsuccessful applicants

If you have been unsuccessful, you will be notified in writing of this when the selection process has been completed.

You will also be provided with information about who to contact for feedback on your application. You will also be provided information about how to seek a review of the outcome of the process if you should feel that your application was not handled in accordance with the standards in Step 4 above.

This process is known as the Breach of Standards (BOS) process and unsuccessful applicants have four (4) working days to apply for a review. A Breach of Standard assessment will focus purely on the recruitment process, not on the competing merits of an unsuccessful applicant.

If you would like to apply for a review of the selection process you will need to do this in writing to the Senior Manager, People and Culture, Lotterywest.

For more information about Lotterywest

If you have any questions about Lotterywest's recruitment process, please contact the People and Culture team on 9488 6333 or by email at peopleandculture@lotterywest.wa.gov.au.

We encourage anyone who is thinking of applying for a job at Lotterywest to find out more about us by visiting our website at www.lotterywest.wa.gov.au



Senior Web and Mobile Application Developer Officer

L6 \$100,966 to \$111,590 PSGOGA

Job Vacancy Number: 18/39

Full Time - Permanent

We are looking to grow our in-house app development capability to support the Lotterywest apps.

We're seeking a senior developer with experience in the full development life-cycle of both iOS and Android native apps.

This role would suit applicants that are up-to-date with the latest development technologies and tools, and have experience with React Native, AngularJS or a similar framework for building native apps.

You will work as part of a cross-functional team, so strong communication and teamwork skills are critical.

We're looking for someone who is open minded and is willing to bring fresh ideas to the way that we work.

Please submit your application by 9.30am on Monday 20 August 2018.

Applicants are to apply online through the Jobs.wa.gov.au website by clicking the 'Apply for Job' button and following the instructions. For application assistance, please contact People and Culture on 9488 6110.

Unfortunately, late applications cannot be accepted and therefore we would encourage you to give yourself sufficient time to complete your application.

Please submit your CV and a personal statement with a word limit of 1500 words addressing the essential selection criteria.

For further information about the position please contact Glenn Williams, Manager Applications Development on 9488 6232.

For further information about Lotterywest please visit www.lotterywest.wa.gov.au

Suitable applicants may be considered for future similar employment opportunities during the next six (6) months at Lotterywest.

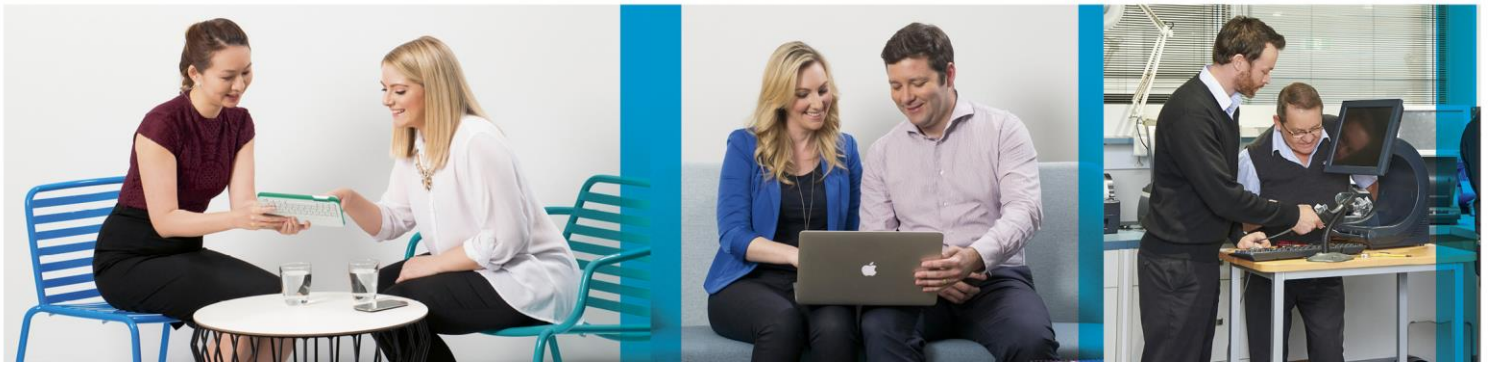
lotterywest.wa.gov.au



Play Responsibly gamblinghelponline.org.au 1800 858 858

5. Role Statement





Role Statement

Senior Web and Mobile Application Developer Officer

L6 \$100,966 to \$111,590 PSGOGA

The Organisation

Every day Lotterywest gives West Australians a chance to dream by playing a range of lottery games. As well as selling our games and handing out millions of prizes to winners, we are unique in Australia as the only lottery to directly support the community through our grants.

Every time you play Lotterywest Games, you help support thousands of grants for not-for-profit organisations and local government authorities, as well as the health, sport and art sectors through our statutory funding.

Lotterywest has proudly supported the community for over eighty years and remains committed to our vision to build a better Western Australia together.

About the Business Unit

Corporate Services is responsible for the financial, human resource, information, legal, physical and technology related support functions critical to Lotterywest's operations. In addition to the support role, the business unit is responsible for overarching financial management, governance, statutory compliance and technology partner for the business critical gaming system.

The business unit comprises six streams being Business Services; Finance; Legal Services; Information Services (IS); People and Culture and Risk Management and Audit.

Key Focus Areas of Position

Reporting to the Manager Application Development within the Information Services group the Senior Web and Mobile Application Developer Officer is responsible for leading, planning, and executing the development and support activities related to the web applications suite. The role will lead all aspects of the development, from requirements to deployment, to deliver high quality fit for purpose solutions, which are delivered on time and within budget. The role will provide technical support and analysis, and mentoring for the team.

- **Technology solutions** - leads the development, implementation, maintenance and support of web applications
- **Strategy** - contributes to technology strategy by participating in the development of strategic and operational plans to meet corporate objectives
- **Achieve results** - leads and coordinates activities, plans, implements and maintains effective and efficient controls and standards to ensure successful implementation of web application changes
- **Customer service** - shapes, develops and maintains productive partnerships with key business stakeholders and business critical service providers
- **Communicates and influences effectively** - presents messages in a clear, concise and articulate manner tailored for the audience accordingly



Key Responsibilities

- Lead the development and delivery of high quality web and mobile software solutions, from requirements to deployment, that meet the complex evolving needs of the business and align to the business strategy
- Developing, building, testing, versioning, documenting, and deploying software releases through the various internal development and test environments into the live environment with minimum disruption to customers and end users
- Ensures technical solutions are properly architected and specified, and drives optimal user experiences and user centered designs
- Work with predictive and agile methodologies to drive improvement and maximise the team's productivity
- Understand key trends in technology, providing technical expertise in the area of application development and make recommendations in relation to web development tools and technologies
- Contribute to innovative and effective long term strategic planning to ensure software solutions meet long term needs
- Identify and evaluate technical risks and provide expertise to enable quick decisions on scheduled and team-agreed timelines in situations involving a high level of complexity and sensitivity, which require considerable interpretation and analysis
- Contribute to release planning and management with key internal and external stakeholders
- Build and sustain relationships with stakeholders working collaboratively to provide a high level of responsiveness and proactively resolve complex stakeholder issues

- Strive for continuous improvement by seeking feedback from stakeholders to gauge satisfaction with the effectiveness of services
- Provide input to monitoring and measuring service contract delivery and engagement with all suppliers
- Develops unit, functional and automated tests to ensure delivery of a high-quality, production-ready technology solutions
- Work with bug tracking and test management toolsets to support development processes
- Other duties as required

Mandatory/Special Role Requirements

Police Clearance / potential after hours work and on-call

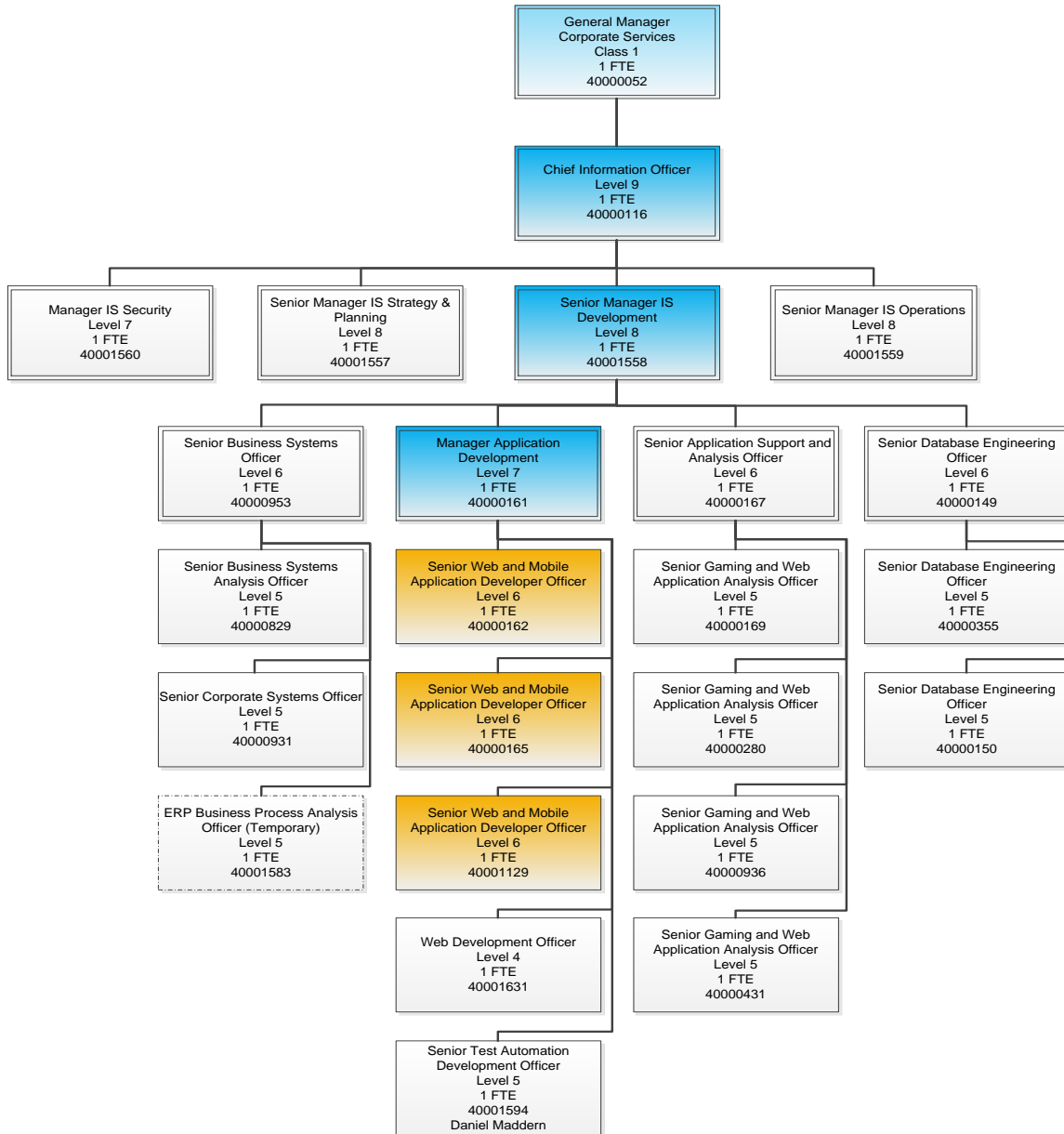


Essential Selection Criteria

1. Demonstrated hands-on web and mobile application development experience leading highly complex software activities of substantial depth involving significant detail
2. High level advanced specialist and professional knowledge in web and mobile technology consulting, concepts, development, production support, and solution architecture
3. Demonstrated experience identifying and leading innovative solutions and using professional judgement to evaluate ambiguous or incomplete information
4. High level interpersonal, oral and written communication skills with the ability to work collaboratively, influence, and negotiate with internal and external stakeholders
5. Demonstrated high level analytical and problem solving skills including evaluating risk in the context of a complex and changing environment
6. Demonstrated high-level awareness of current developments in the field of web and mobile technology, anticipating their impact on the work area and responding appropriately to mitigate risk



Reporting Relationship



Direct Reports	Indirect reports
0	0