



Role Statement

Role title:	Graduate Officer
Level:	Level 3
Position No:	Generic
Business Unit:	Economic, Infrastructure and Finance, Strategic Policy and Evaluation and the Office of the Deputy Under Treasurer
Responsible to:	Business Unit Supervisors
Direct subordinates:	Nil

Role of Treasury

The Department of Treasury (Treasury) seeks to achieve value for money outcomes for the people of Western Australia through our inspired, people expert analysis and independent advice. The Treasury business provides economic and financial management and advice to Government. This includes the formulation, implementation and monitoring throughout the year of the State Budget; economic and revenue forecasting; revenue policy advice; advice and analysis on financial arrangements with the Commonwealth; advice on infrastructure policy and planning; advice on the State's financial management framework; and management of the Public Ledger.

Role Description

As a Graduate Officer working in a central department, you will contribute to the sustainable management of Western Australia's public sector finances. You will support government decision making across an extensive range of public policy issues by providing high quality, timely and evidenced-based policy analysis and advice. You will be expected to engage with stakeholders, anticipate issues and help identify value-for-money solutions to complex policy challenges.

The role will be required to undertake the following activities (but not limited to):

- Contribute to the preparation of evidence-based advice on economic, financial, regulatory and social policy issues;
- Consult with government and non-government stakeholders and promote collaborative solutions to public policy challenges;
- Research, analysis and evaluation of quantitative and qualitative data to assess programs and identify trends;
- Analysis of business cases and submissions; and
- Undertake project work as required.

Essential Capability Requirements

The five core capabilities below form part of [Treasury's Capability and Leadership Framework](#) and are also based on the Public Sector Commission's Capability Profile. They articulate the desired behaviours and skills required for successful performance in a role at Treasury. Each capability is supported by a set of behavioural indicators which are accessible from the Department of Treasury website (www.treasury.wa.gov.au) Careers page.

Applicants will be assessed on the following essential capability requirements. You will need to ensure you consider the behavioural indicators relevant to the classification level and within the context of the advertised role.

- 1. Strategy and Analysis** – *Proactively analyses and evaluates information and displays innovative thinking.*
- 2. Achieves Results** – *Works independently and as part of a team to achieve results. Displays a strong work ethic and resilience.*
- 3. Builds Productive Relationships** – *Builds trust and effectively works together with internal and external stakeholders.*
- 4. Displays Personal Drive and Integrity** – *Displays judgement, initiative and professionalism.*
- 5. Communicates and Influences Effectively** – *Communicates information in a clear and effective manner for the target audience.*

Essential Role Specific Requirements

Successful completion of a recent tertiary qualification with a high level of academic achievement related to the financial and economic sectors from all disciplines particularly Accounting, Finance, Economics, Law, Business/Commerce, Mathematics, Statistics, Data Science, Political Science, Public Policy and Actuarial Studies. If the tertiary qualification is not completed, it must be completed by December 2019.

Desirable Role Specific Requirements

Nil