



Government of **Western Australia**  
Department of **Treasury**

# 2024 Treasury WA

## Vacation Internship Program



## Your career begins through our Vacation Internship Program

The Treasury Vacation Internship Program is a great way for you to gain valuable knowledge and skills working within one of Western Australia's central public sector agencies. At WA Treasury, our work is fundamental to the Government's decision-making processes on financial, social, and economic outcomes that impact all Western Australians.

We develop economic and revenue forecasts, and monitor developments in the State's economy, major revenue bases and public sector finances, to ensure Western Australia remains on track against the State Government's budgetary objectives and policies.

Our financial and budget analysts provide evidence-based analysis that aids key decision makers on some of the major financial, social and infrastructure initiatives being planned or undertaken by the State Government. Our policy advisory roles provide advice on a wide range of issues, including Commonwealth-State financial relations, revenue policy, public sector wages and superannuation policy, and advice on alternative models of service delivery and infrastructure provisions.

We have two programs available:

**Summer Program** - Monday, 15 January 2024 to Friday, 24 February 2024 (six weeks)

**Winter Program** - Monday, 24 June 2024 to Friday, 19 July 2024 (four weeks)

We strongly encourage applicants to participate in both programs, giving you maximum exposure in developing your skills, knowledge, and experience and as well as providing the foundations for you to build strong working relationships and positive networking opportunities.

### Program Highlights:

- Valuable and authentic work experience in one of Treasury's five business units:
  - Economic;
  - Advisory Services;
  - Agency Budgeting and Governance;
  - Office of the Deputy Under Treasurer; or
  - Strategic Policy and Evaluation.
- Exposure to high-profile government projects and the opportunity to build your professional networks and develop your understanding of the public sector and central agency environment.
- Extensive support network comprising supervisors, colleagues, and a buddy as part of the Treasury Young Professional Program (YPP).
- Paid opportunity with flexible working conditions and central Perth CBD location in a modern building with spectacular views of Perth.
- Skills and experience which will be valuable and make you highly competitive when applying for the Treasury Graduate Program upon completion of your studies.

The Treasury Vacation Internship Program is open to university students in their penultimate or final year of an undergraduate or postgraduate degree. Ideally this will be in a relevant discipline (such as Accounting, Finance, Business, Commerce, Economics, Actuarial Studies, Law, Public Policy, International Relations, and Data Science or Mathematics) with an academic status of good standing.

Before applying, we strongly encourage you to read all the information provided to you in the job advertisement, the Role Statement, and the Level 1 Capability Framework for the best chance of success with your application.

International students are encouraged to apply however you must have working rights for short term employment in Australia and will be required to provide evidence of this as part of your application.

If you require more information about the program or recruitment process, please contact the People and Culture Team on (08) 6551 2361 or by emailing [recruitment@treasury.wa.gov.au](mailto:recruitment@treasury.wa.gov.au).

***Please note that under no circumstances will late or pro forma applications be accepted.***

## Application Dates and Process

**Applications Open:** Tuesday, 12 October 2023

**Applications Close:** Monday, 30 October 2023

**Initial Shortlisting:** Tuesday, 31 October 2023

**Online Video Interviews Open:** Monday, 6 November 2023

**Online Video Interviews Close:** Friday, 10 November 2023

**Informal meet and greet with shortlisted applicants:** Wednesday, 15 November 2023

**Successful Applicants Notified:** From Thursday, 7 December 2023

## Step 1: Online Application Form

We recommend reading through the advertisement, role statement, and Capability Framework thoroughly to make the determination that our Vacation Internship Program is the right fit for you as well as your knowledge, skills, and experiences.

Complete the online application form through [www.jobs.wa.gov.au](http://www.jobs.wa.gov.au) by clicking the 'Apply for Job' button on the advertisement. You will then be asked to answer a few questions including whether you would like to be considered for both summer and winter placements completing 10 weeks in total with Treasury, or whether you will only have availability to complete one program (either summer or winter).

You will need to upload the following documents with your application:

- A comprehensive CV (in Word or PDF format) that details your relevant experiences, interests, and achievements.
- A copy of your current official academic record, which demonstrates an academic status of 'good standing'. And,
- Provide two personal or professional referees that can comment on your personal behaviours, skills and/or abilities.

If you fail to provide any of the above required documentation with your application, you may not proceed to the next stage of the recruitment process.

## Step 2: Assessment process

Applicants shortlisted after the application stage, will be asked to conduct an online interview which will be approximately **10 minutes** in duration, and you may be asked a series of questions about your current studies and work experiences and how they relate to Treasury.

Applicants shortlisted further after the online interview, will then be offered the opportunity for a 15-minute informal “meet and greet” with the panel where a panel member will give an overview of their experience as part of the recent Graduate program, and applicants will have the opportunity to ask the panel any questions about the program, Treasury work/projects or the workplace.

For applicants found suitable, Treasury will contact your two nominated referees to provide referee reports verifying your suitability, skills, and knowledge.

At this time, you may also be emailed a link to complete our online Criminal Record Screening Check. Results from the screening will be treated with full confidentiality.

## Step 3: Notification to Applicants

Once a decision has been made by the selection panel and the process has progressed through the necessary approval points, all applicants will be notified of the outcome of the selection process. Successful applicants will be notified from Thursday 7 December 2023.

Unsuccessful candidates will be advised by email and be given the opportunity to seek feedback from the panel on their application.

## Want to know more about Treasury?

If you would like to know more about the work we do, you can visit our [website](#) for information relating to our values, our Business Units and Directorates, as well as our latest projects. And don't forget you can also connect with us via [LinkedIn](#) and meet some of our fantastic people.

**We thank you for your interest in the Treasury WA Vacation Internship Program**

**Best of luck with your application**