

From: s47E(c)
 To: s47E(c), Simon
 Cc: s47E(c)
 Subject: FW: FOR QA - APS 6 Case Management recommendation [REDACTED]
 Date: Friday, 1 November 2024 5:43:00 PM
 Attachments: s22

OFFICIAL - Sensitive

Hi, Simon

Please find below and attached outcomes relating to the recent APS6 Routine Team Leader recruitment round. In s47E(c) absence next week, please let me know if you have any questions about the report or require further information.

Kind regards

s47E(c)

s47E(c)

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From: s47E(c)
 Sent: Friday, 1 November 2024 4:27 PM
 To: s47E(c)
 Subject: FOR QA - APS 6 Case Management recommendation [REDACTED]

OFFICIAL - Sensitive

OFFICIAL - Sensitive

Good afternoon s47E(c)

The APS6 – Team Leader Routine Assessment Panel have undertaken a thorough assessment of the candidates who applied for the SAMS APS6 - Team Leader Routine Assessment roles which closed on Monday 16 September 2024.

Attached for your review are:

- Link to the Obj folder with all AP55.6 – Routine Case Management documents including referee reports are located.
- APS 6 Case Management Officer Selection report FINAL (recommendation)

In total 34 applications were received for this recruitment activity, of that the Panel identified nine candidates whose application and resume identified skills and experience relevant to the APS6 – Team Leader Routine Assessment role. Each applicant was provided a score out of 15 for their application, which combined a maximum of five marks each for their resume, skills and experience, and writing ability. The Panel collated the scores and identified applicants who were suitable for interview.

The Panel interviewed eight candidates in Campbell Park on Monday 30 September and Tuesday 1 October as well as five candidates in Edinburgh Parks from Tuesday 8 October to Thursday 10 October 2024, one candidate withdrew prior to interview. The Panel considered the information provided by the candidate in their response in regards to their skills and experience as well as the completeness and clarity of their response and how their response aligned with the requirements of the APS6 – Team Leader Routine Assessment role.

Following interviews, the Panel endeavoured to obtain two referee reports for each candidate.

At this stage one candidate s47E(c) has been unable to have any referee reports submitted. I have however deemed s47E(c) suitable at this stage – pending referee reports

Please see below and attached spreadsheet of proposed recommendation for your consideration. (I have not uploaded the recommendation to Obj until you clear)

s47E(c)	Move to an APS6 in Complex reporting to s47E(c) Substantively vacant once s47E(c) is moved. s47E(c) is acting ATM
Empty Position (00699622) s47E(c)	
s47E(c)	This will be s47E(c)
Empty Position (00699648) s47E(c)	Upgrade to an APS5 or move to SSU if can't be upgraded?
s47E(c)	
	Substantively vacant TL in SA

Please do not hesitate to contact myself if you have any questions or would like any further information.

Regards,

s47E(c)
 Safeguarding Australia's Military Secrets (SAMS)

s47E(c)

s47E(c)

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From: [Buckley, Simon MR](#)
To: [West, Peter MR 2](#)
Cc: s47E(c)
Subject: 241115:1637 - SAM Recruitment Update
Date: Friday, 15 November 2024 4:37:30 PM
Attachments: s22

~~OFFICIAL: Sensitive Personal Privacy~~

Hi Peter,

Closing the loop re SAMS team recruitment activities. Summary reports attached.

APS 6 – Complex

- Six interviewed
- Two suitable. – One offer. One in merit pool. Both external
- Two unsuitable. Both internal staff.
- Two withdrawn. External applicants.

APS 6 - Routine

- Nine people interviewed
- Seven found suitable
 - Two offered. Both internal staff.
 - Five in merit pool
- One unsuitable.
- One withdrew.

APS 5 – Routine & Complex

- 29 interviewed
- 22 suitable
 - 7 offer (3 x Campbell Park, 4 x Edinburgh Parks)
 - 15 merit Pool
- 2 Unsuitable. External applicants.
- 5 Withdrew. External applicants

The internal staff have been involved in SAMS either on temporary loan from AGSVA (in SA) or already on permanent transfer to the SAMS team.

Regards

Simon

Simon Buckley

Assistant Secretary Security Policy and Services

Defence Security

Security and Estate Group

Department of Defence s47E(c) Campbell Park Offices | ACT | 2601
s47E(c) s22 s47E(c)

I acknowledge the Ngunnawal People and recognise their continuing connection to traditional lands and waters and pay

my respects to their Elders both past and present.

I also pay respect to the Aboriginal and Torres Strait Islander men and women who have contributed to the defence of Australia in times of peace and war.

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From: s47E(c)
To: [Buckley, Simon MR](#)
Subject: FW: Delegate approved APS6 SAMS Team Leader eRecruit Selection Report - FINAL (BS60868071)
~~[SEC OFFICIAL Sensitive, ACCESS Personal Privacy]~~
Date: Friday, 15 November 2024 2:39:32 PM
Attachments: s22

~~OFFICIAL Sensitive Personal Privacy~~
Hi Simon

As requested please see attached original recommendation 'APS6 SAMS Team Leader eRecruit Selection Report - FINAL.xls' and your final recommendation via the Obj link.

Thank you kindly,

s47
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-----Original Message-----

From: Buckley, Simon MR s47E(c)
Sent: Monday, 4 November 2024 11:34 AM
To: s47E(c)
s47E(c)
Subject: Delegate approved APS6 SAMS Team Leader eRecruit Selection Report - FINAL (BS60868071)
~~[SEC OFFICIAL Sensitive, ACCESS Personal Privacy]~~

~~OFFICIAL Sensitive Personal Privacy~~
s47E and s47
s47E(c)
s47E(c)

Noting the only two internal interviewees were successful, all candidates from this round can now be advised. The action on e-recruit can also be completed.

Until paperwork is finalised and a formal announcement is made, the two successful candidates are requested not to advise other staff.

Please ensure that the individuals in the merit pool are aware that they may be contacted by other areas that have vacancies in the next 18 months (the period commenced on the date the role was advertised).

Happy to discuss.

Regards
Simon

Buckley, Simon Mr has sent you a link to "Delegate approved APS6 SAMS Team Leader eRecruit Selection Report - FINAL" (BS60868071) from Objective.

Open in Navigator
Double click on the attachment

Open in Your Browser
Latest: <https://objcdc11/id:BS60868071/document/versions/latest>

Published: <https://objcde11/id:BS60868071/document/versions/published>

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From: s47E(c)
To: [Buckley, Simon MR](#)
Subject: FW: SAMS recruitment processes [~~SEC - OFFICIAL, Sensitive, ACCESS - Personal Privacy~~]
Date: Wednesday, 20 November 2024 4:34:48 PM
Attachments: s22
Importance:

~~OFFICIAL: Sensitive Personal Privacy~~

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s22



From: s47E(c)
To: s47E(c); [Buckley, Simon MR](#)
Subject: FW: SAMS recruitment processes [~~SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy~~]
Date: Wednesday, 20 November 2024 11:44:59 AM

~~OFFICIAL: Sensitive Personal Privacy~~

For your awareness.

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s22



From: [Buckley, Simon MR](#)
To: s47E(c)
Subject: Initial Shortlist records from panel members APS 5 & 6 [OFFICIAL: Sensitive, ACCESS=Personal Privacy]
Date: Monday, 25 November 2024 9:18:00 AM
Attachments: s22

~~OFFICIAL: Sensitive Personal Privacy~~

Hi s47E(c)

Initial shortlist records from panel members for APS 5&6 – the file names reflect the panel member.

The records from the interviews and referee reports were on the email sent on Saturday night, but please let me know if you need any other information.

Regards
Simon

Simon Buckley

Assistant Secretary Security Policy and Services
Defence Security
Security and Estate Group

Department of Defence s47E(c) ampbell Park Offices | ACT | 2601
s47E(c) s22 s47E(c)

I acknowledge the Ngunnawal People and recognise their continuing connection to traditional lands and waters and pay my respects to their Elders both past and present.

I also pay respect to the Aboriginal and Torres Strait Islander men and women who have contributed to the defence of Australia in times of peace and war.

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From: s47E(c)
To: [Buckley, Simon MR](#)
Subject: Recruitment candidates who have reached out [~~OFFICIAL Sensitive, ACCESS - Personal Privacy~~]
Date: Monday, 2 December 2024 6:24:57 PM
Attachments: s22

~~OFFICIAL: Sensitive Personal Privacy~~

Hi, Simon

As mentioned, I was going to respond to these today with an acknowledgement of the delay but I haven't done so, pending further discussions with you.

Kind regards

s47E(c)

s47E(c)

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From: [Buckley, Simon MR](#)
To: s47E(c)
Cc: s47E(c); s47E(c)
Subject: RE: 241203:1635 - [Buckley, Simon MR]-[s47E(c)] FOR ADVICE - Complaint - SEG/07290/24 – APS6 Complex role [SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy]
Date: Wednesday, 4 December 2024 8:35:00 AM

~~OFFICIAL: Sensitive Personal Privacy~~

Thanks s47E(c)

s47E(c)

Regards

Simon

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From: s47E(c)
Sent: Wednesday, 4 December 2024 8:30 AM
To: Buckley, Simon MR s47E(c)
Cc: s47E(c)
Subject: RE: 241203:1635 - [Buckley, Simon MR]-[s47E(c)] FOR ADVICE - Complaint - SEG/07290/24 – APS6 Complex role [SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy]

~~OFFICIAL: Sensitive Personal Privacy~~

Hi Simon

s47E(c)

The candidates in the first instance will be directed to the contact officer for the roles should they have any further questions, however I'm happy to assist should any of those queries become more complex.

I'll arrange for the notifications to be sent out as soon as possible, I'll notify you once they have been sent.

Please let me know if there's anything else I can assist with in the meantime.

s47E(c)

s47E(c)

[Redacted]

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From: Buckley, Simon MR s47E(c)
Sent: Tuesday, 3 December 2024 4:35 PM
To: s47E(c)
Cc: s47E(c)
Subject: 241203:1635 - [Buckley, Simon MR]-s47E(c)] FOR ADVICE - Complaint - SEG/07290/24 – APS6 Complex role

~~OFFICIAL - Sensitive Personal-Privacy~~

Thanks s47E(c) – that’s a good outcome (contextually) as I was concerned we would need to readvertise and start from scratch.

Considering the outcome of your review, all three roles will need to recommence:

- SEG/07280/24
- SEG/07290/24
- SEG/07285/24

As discussed, I will arrange for three new panel members to undertake the recruitment and advise of their names once confirmed.

Thanks for taking care of the notification. s47E(c)

[Redacted]

s47E(c)

Regards
Simon

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From: s47E(c)
Sent: Tuesday, 3 December 2024 1:57 PM
To: Buckley, Simon MR s47E(c)
Cc: s47E(c)
Subject: RE: FOR ADVICE - Complaint - SEG/07290/24 – APS6 Complex role
~~[OFFICIAL: Sensitive, ACCESS - Personal Privacy]~~

~~OFFICIAL: Sensitive Personal Privacy~~

Hi Simon

s47E(c)

In regards to notifying candidates, we can send out a notice to all candidates s47E(c)
s47E(c)
s47E(c)
s47E(c)

My team can coordinate that for you and roll back any of the steps that have been completed within in eRecruit. I will just need confirmation for which jobs you will be recommencing.

s47E(c)

s47E(c)

From: Buckley, Simon MR s47E(c)
Sent: Tuesday, 3 December 2024 8:34 AM
To: s47E(c)

Cc: s47E(c)

Subject: RE: FOR ADVICE - Complaint - SEG/07290/24 – APS6 Complex role
[~~SEC - OFFICIAL: Sensitive, ACCESS - Personal Privacy~~]

~~OFFICIAL: Sensitive Personal Privacy~~

Hi s47E(c)

Many thanks for your assistance with this matter.

s47E(c)

Re the recommendations, I am supportive of both recommending the recruitment process and creating a new selection panel.

s47E(c)

I would also like to understand whether the entire recruitment process needs to start again or whether we can convene a new selection panel using the existing applications (all applications).

Thanks
Simon


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s47E(c)


s47E(c)




s47E(c)



s47E(c)



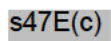
s47E(c)




If you decide to restart your activities, APS Recruitment can assist you by offering specialist advice on attraction and selection strategies and methodologies. Let me know if you're interested, and I will arrange for a Recruitment Specialist to work with your team to develop new recruitment rounds.

Kind regards

s47E(c)



s47E(c)



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From: s47E(c)
To: s47E(c)
Subject: RE: 241204:1526 - s47E(c) Advice to non-SAMS candidates
Date: Wednesday, 4 December 2024 3:32:00 PM

~~OFFICIAL: Sensitive Personal Privacy~~

Hi s47E
()

As discussed on the phone, s47E(c)
s47E(c).

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From: s47E(c)
Sent: Wednesday, 4 December 2024 3:26 PM
To: s47E(c) Buckley, Simon MR
s47E(c)
Subject: 241204:1526 - s47E(c) Advice to non-SAMS candidates

~~OFFICIAL: Sensitive Personal Privacy~~

Hi, s47E(c)

I confirm that all the SAMS internal candidates listed **below** have been advised.

s47E(c)

Kind regards

s47E(c)
c)

[Redacted signature block]

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communication and dealing with the information in the email may be a serious criminal offence. If you have received this email in error, you are requested to contact the sender and delete the email immediately.

From: s47E(c)
Sent: Wednesday, 4 December 2024 2:33 PM
To: s47E(c) uckley, Simon MR
s47E(c)
Subject: RE: POC for recruitment advice [SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy]

~~OFFICIAL: Sensitive Personal Privacy~~

Perfect, Thanks s47E
()

I'll let you both know once I have been notified that the email has gone out to candidates.

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From: s47E(c)
Sent: Wednesday, 4 December 2024 2:31 PM
To: Buckley, Simon MR s47E(c)
s47E(c)
Subject: RE: POC for recruitment advice [SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy]

~~OFFICIAL: Sensitive Personal Privacy~~

Hi, s47E(c)

s47E(c)



Kind regards

s47E(c)

s47E(c)
[Redacted]

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From: Buckley, Simon MR s47E(c)
Sent: Wednesday, 4 December 2024 10:56 AM
To: s47E(c)
Cc: s47E(c)
Subject: POC for recruitment advice [~~SEC - OFFICIAL.Sensitive, ACCESS - Personal Privacy~~]

~~OFFICIAL. Sensitive Personal Privacy~~

Hi s47E(c),
As discussed, s47E(c) would be the appropriate POC for queries on this matter.

Thanks
Simon

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From: s47E(c)
To: s47E(c) [Buckley, Simon MR](#)
Subject: RE: POC for recruitment advice [SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy]
Date: Wednesday, 4 December 2024 2:33:00 PM

~~OFFICIAL: Sensitive Personal Privacy~~

Perfect, Thanks s47E .
()

I'll let you both know once I have been notified that the email has gone out to candidates.

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s22

From: Buckley, Simon M s47E(c)
Sent: Wednesday, 4 December 2024 10:56 AM
To: s47E(c)
Cc: s47E(c)
Subject: POC for recruitment advice [~~SEC=OFFICIAL.Sensitive, ACCESS=Personal-Privacy~~]

~~OFFICIAL. Sensitive Personal Privacy~~

Hi s47E(c),
As discussed, s47E(c) would be the appropriate POC for queries on this matter.

Thanks
Simon

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From: s47E(c)
To: [Buckley, Simon MR](#)
Subject: FW: SAMS recruitment processes [~~SEC=OFFICIAL.Sensitive, ACCESS=Personal-Privacy~~]
Date: Monday, 9 December 2024 5:56:15 PM

~~OFFICIAL: Sensitive Personal-Privacy~~

Hi, Simon

Given s47E(c) reference to the review, as well as s47E(c) positive comments about you and SAMS, I thought you should receive a copy of his email and my reply.

With kind regards

s47E(c)
[Redacted]

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From: s47E(c)
Sent: Monday, 9 December 2024 5:51 PM
To: s47E(c)
Subject: RE: SAMS recruitment processes [~~SEC=OFFICIAL.Sensitive, ACCESS=Personal-Privacy~~]

~~OFFICIAL: Sensitive Personal-Privacy~~

Thank you for your email, s47E(c) I appreciate your kind words about SAMS.

I don't have details about the review, but I am aware that the recruitment process has recommenced from the interview shortlisting stage with a new panel. I hope that the review and new process address your concerns.

Kind regards

s47E(c)
[Redacted]

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communication and dealing with the information in the email may be a serious criminal offence. If you have received this email in error, you are requested to contact the sender and delete the email immediately.

From: s47E(c)
Sent: Monday, 9 December 2024 3:00 PM
To: s47E(c)
Subject: RE: SAMS recruitment processes ~~[SEC - OFFICIAL/Sensitive, ACCESS - Personal/Privacy]~~

~~OFFICIAL: Sensitive Personal Privacy~~

Good afternoon s47E(c)

Noting the review has now been completed and candidates have been notified, I was hoping to receive a response in relation to my original email please, when time permits.

s47E(c)

s47F

s47F

s47F

Kind regards,

s47E(c)

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From: s47E(c)
Sent: Thursday, 21 November 2024 8:31 AM
To: s47E(c)
Cc: s47E(c)

s47E(c)

Subject: RE: SAMS recruitment processes ~~[SEC - OFFICIAL Sensitive, ACCESS - Personal Privacy]~~

~~OFFICIAL: Sensitive Personal Privacy~~

I acknowledge receipt of your email, s47E(c) Given its contents, I will respond in due course.

Regards

s47E(c)

s47E(c)

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s47E(c)