



Australian
Centre for
Disease
Control

Job application kit

APS2

2026/27 Australian CDC Internship Program (multiple roles)

Reference: 26CDC-EXEC-10151

Job reference number:	26CDC-EXEC-10151
Classification level:	APS Level 2
Job title:	Intern
Division/Branch/Section:	Multiple
Employment type:	Non-ongoing
Salary:	\$64,723 per annum
Base location:	ACT, NSW, VIC, QLD, WA, SA, TAS, NT
Security clearance requirements:	Baseline
Contact officer:	Chandler McLeod

About the Australian Centre for Disease Control (Australian CDC)

The Australian Centre for Disease Control (CDC) is at the frontline of improving Australia's ability to prepare for and respond to public health challenges, including pandemics. The Australian CDC is an independent technical advisory agency on public health matters and a leader in disease control, preparedness, response and prevention.

We bring together experts, data and evidence to provide independent public health advice to government. Our advice informs government decisions about preventing and controlling diseases and preparing Australia for future health threats. The CDC collaborates with national and international health bodies to strengthen Australia's public health infrastructure.

For more information on what we do, visit our website:

[Australian Centre for Disease Control.](#)

Working with us

The Australian CDC is a dynamic place to work, offering professional growth and flexible and competitive employment conditions. Our workspaces and our culture reflect a modern, flexible and safe work environment, empowering our people to deliver their best work. We value diversity and embrace inclusion.

A job with the CDC offers:

- exciting and fulfilling work, collaborating with experts to innovate and contribute to safeguarding Australia from human diseases and public health threats
- networking opportunities with experienced leaders who support you to achieve your career ambitions
- a respectful, inclusive and safe workplace where you are supported to perform at your best
- an attractive remuneration package including generous employer superannuation contributions and allowances
- support for mutually beneficial flexible work arrangements, such as part time work, or working from home or remotely, where operational requirements allow
- modern, activity-based offices and a digitally enabled work environment to enhance communication, collaboration and innovation.

About the program

Successful applicants may be placed in one of the following sections or other opportunities throughout the CDC. Interns will be required to deliver a work-based project related to the work of their section. Examples of possible projects are outlined below, noting the actual project may differ.

Analytics Section

The Analytics Section works across the CDC to improve the agency's ability to use data to answer questions and identify issues. Members of the section use a variety of skills and backgrounds – including data science, statistical programming, epidemiology and biostatistics – to make new tools, identify best-practice methods, improve and support existing reporting, and work with big and linked datasets. The goal of the section is to bring about 'advanced analytics', by which we mean to move the CDC beyond focusing on descriptive statistics about what has happened with a communicable disease to also be able to produce methods and products that explain trends, forecast possible future outcomes and support public health decision-making.

Interns would have the opportunity to work on a wide range of analytical problems, from improving code and data pipelines to exploring and evaluating new analytical methods for use in the CDC.

Sexually Transmissible Infections (STI) Section

The STI section supports the public health response to STIs, particularly priority populations (including First Nations, LGBTQIA+ and culturally and linguistically diverse communities), through policy development and implementation, program management, stakeholder engagement, and communications that:

- protect underserved and priority communities through testing, treatment and prevention
- support Closing the Gap Priority Reforms by building capability and strengthening the community-controlled sector
- ensure culturally appropriate, equitable, inclusive and accessible responses and health care
- are evidence-based, informed by data and best-practice.

Interns would have the opportunity to contribute to policy development, program delivery and stakeholder engagement activities.

Respiratory Diseases Section

The Respiratory Diseases Section (RDS) sits within the Communicable Diseases Branch of the Australian CDC's Public Health Division. The section is responsible for the national surveillance, epidemiological analysis and reporting of acute respiratory infections and emerging respiratory diseases to support evidence-based public health policy and national responses. The section also works closely with state and territory health departments, surveillance system partners and expert advisory committees to support national preparedness and response activities.

RDS team members are geographically dispersed. The Intern's primary supervisor would be based in Melbourne; however, additional support could be provided by the broader team if the Intern were based in Canberra.

The Communicable Diseases Network of Australia Series of National Guidelines (SoNGs) are designed to provide nationally consistent public health advice to Public Health Units managing notifiable diseases. The RDS are leading the review and update of the COVID-19, influenza and pertussis SoNGs, and the development of a new SoNG for respiratory syncytial virus (RSV).

Working closely with their supervisor, the Intern will identify, review and synthesise epidemiological evidence and contribute to drafting content for inclusion in the

guideline. The intern may also contribute to literature reviews supporting updates to other respiratory SoNGs. This project will provide practical experience in evidence synthesis and directly contribute to drafting and/or updating respiratory SoNGs.

Environmental and Occupational Health Section

The Environmental and Occupational Health Section leads two related, but distinct, streams of work that consider how certain factors in our surroundings affect or may affect human health. Environmental health considers how physical, chemical, and biological factors in our surroundings may affect human health, and occupational health is the area of public health dedicated to promoting and maintaining the health of workers. The section provides advice and analysis on environmental and occupational health issues to our ministers, senior executives and the Director-General.

An Intern project may be related to either stream. It could include the analysis of current environmental and/or occupational health issues and contributing to the development of advice.

Antimicrobial Resistance and Foodborne Disease Section (AMRFD)

In 2024, the AMRFD Section completed a review exploring the burden of antimicrobial resistance (AMR) in First Nations populations in Australia, which highlighted a substantial and likely under-recognised burden of AMR in First Nations communities, particularly in remote and northern Australia. The review identified high rates of resistant infections and several important evidence gaps, including limited surveillance, incomplete First Nations identification in datasets, and a lack of evidence for urban, regional and Torres Strait Islander populations.

For the internship, AMRFD section proposes a fast-tracked scoping project building on this review, aiming to explore practical ways to improve AMR data collection, linkage and surveillance, while working with First Nations stakeholders to better understand priority information needs.

The project can provide valuable insights into how we can close key evidence gaps and help guide future AMR surveillance, policy and research in a way that is both effective and culturally informed and creates an exciting opportunity to build on work already underway focusing on priority populations.

One Health Unit

This section leads Australia's One Health approach including vector borne diseases and zoonoses, from a human health perspective, strengthening collaboration, coordination

and communication across key stakeholders and government, with an emphasis on the human, animal and ecosystem health sectors.

It coordinates with the One Health Network and provides national policy, international surveillance and public health guidance on zoonotic, vector-borne diseases and risks. It is responsible for the epidemiology and surveillance of these diseases, including contributing to national surveillance and public health plans (including Series of National Guidelines – SoNGs), and surveillance case definitions.

A potential internship project would be to identify, map and assess nationally available climate, environmental and ecological datasets that could support the CDC's One Health and environmental health work. This could include reviewing publicly data sources, assessing accessibility and quality, identifying gaps, and providing recommendations on how these datasets could be integrated into surveillance, risk assessment and reporting outputs.

Integrity and Governance Section

The Integrity and Governance Section helps ensure the CDC is well-governed, accountable and able to meet its obligations as a Commonwealth entity. The section supports the CDC Director-General and works across the organisation to strengthen governance, manage risk and support effective decision-making. Key areas of work include:

- **Governance and Audit** – coordinating corporate planning, annual reporting, audit activities, assurance processes, and organisational governance frameworks.
- **Risk Management** – supporting enterprise risk management, business continuity planning, and monitoring organisational risks.
- **Records and Information Management** – ensuring information and records are managed appropriately and in line with legislative requirements.
- **Ministerial and Parliamentary Coordination** – coordinating responses to ministerial correspondence, parliamentary questions, briefs and other government requests.
- **Compliance and Reporting** – supporting statutory compliance, project reporting, and continuous improvement activities.

An intern would have the opportunity to deliver a project involving the development of an agency-wide *Lessons Learned Register*, drawing on insights captured by the Public Health Division (PHD) through reviews undertaken following incident responses and other operational activities. The Intern will engage with stakeholders across the CDC to identify opportunities for improvement and share lessons that can be applied across the

organisation. Through this project, the Intern will gain experience in stakeholder engagement, research, analysis and project delivery within a Commonwealth entity.

General Counsel Section

The General Counsel Section provides strategic legal advice to support the lawful discharge of their functions and responsibilities under the Australian Centre for Disease Control Act 2025 and other legislation.

It plays a critical role in providing authoritative legal advice, in relation to ensuring regulatory compliance, and supporting governance and risk management functions within the Australian CDC. This section is responsible for legal policy development, interpretation of legislation, and assisting in ensuring that Australian CDC operations comply with Commonwealth law and relevant international health regulations.

The team contributes to the CDC's strategic alignment by being trusted legal advisers to guiding executive leadership on emerging legal risks, regulatory reforms, and compliance obligations.

The section is also a key contributor to business operations and resource management, particularly in legal aspects of contract management, procurement law, and legislative development related to public health and biosecurity.

An Intern would have the opportunity to support the team in drafting documentation across a range of subject areas such as legislative interpretation, compliance, contracts, and risk management; undertake research; and contribute to the development of policies and procedures.

Strategy and Engagement Branch

The Strategy and Engagement Branch advances national public health leadership through strategic governance, partnerships, coordination, communication and engagement, and expanded health priorities. Sections within the branch support agency-wide strategic delivery, including through management of cross-cutting priority strategies, effective governance, and public health partnerships.

The Strategic Partnerships and Equity Section leads the development of an agency-wide approach to external partnerships for the CDC. The section provides strategic direction on how the CDC engages with non-governmental organisations, research and academic institutions, and peak bodies, ensuring partnerships are purposeful, consistent and aligned with the CDC's legislative mandate and strategic priorities. It plays a central role in supporting the Director-General's participation in national governance forums,

including the Australian Health Protection Committee (AHPC), and in managing intergovernmental arrangements underpinning the CDC's operations.

The section also applies a strategic lens to health equity, embedding equity considerations across partnership design including through secretariat support of the National Aboriginal and Torres Strait Islander Health Protection AHPC Sub Committee.

An Intern would have the opportunity to contribute to strategic initiatives, stakeholder engagement activities and support our secretariat function.

Key capabilities

The CDC is seeking enthusiastic, highly motivated, and self-starting university individuals who thrive in busy, dynamic, and collaborative environments, working independently and in small teams.

We are seeking candidates who are:

- passionate about public health, particularly preparing the nation for health challenges
- skilled problem solvers and critical thinkers, who can get across new material and issues
- effective verbal and written communicators
- people who can effectively engage with a wide range of diverse stakeholders
- team players who can create strong, productive relationships with colleagues and collaborate successfully on shared projects
- motivated and organised individuals, who can thrive in a busy and changing environment.

Qualifications and experience

Applicants should be in their penultimate or final year of study, or have graduated within the last year, with a Bachelors-level or more advanced degree with at least a credit-average.

Studies are preferably in the law, medical or STEM disciplines, however we will consider high performing applicants from other study disciplines.

Security clearance

The successful candidate must be able to obtain and maintain a baseline security clearance.

RecruitAbility minimum requirements

Minimum requirements for this role are:

- applicants should be in their penultimate or final year of study, or have graduated within the last year, with a Bachelors-level or more advanced degree with at least a credit-average
- studies are preferably in the law, medical or STEM disciplines, however we will consider high performing applicants from other study disciplines
- effective verbal and written communicators
- team players who can create strong, productive relationships with colleagues and collaborate successfully on shared projects.

RecruitAbility is a scheme which aims to attract applicants with disability and create an equitable, level playing field. All vacancies for the Australian CDC are advertised under the RecruitAbility Scheme.

Applicants with a disability are advanced to a further stage in the selection process if they:

- opt into the scheme
- declare they have disability
- meet the minimum requirements of a vacancy advertised under the scheme.

Candidates who opt into RecruitAbility are not required to provide specific details of their disability to the panel. More information on RecruitAbility can be found here:

[RecruitAbility scheme: A guide for applicants.](#)

Eligibility

It is a requirement for anyone who is employed by the CDC to be an Australian citizen.

The successful candidate will be assessed through our pre-employment screening checks, such as an Australian Criminal History Check.

Application response (one page pitch)

Your application will be assessed on your ability to demonstrate that you possess, or have the real potential to develop, the required skills, knowledge, experience and qualifications to perform the role. These requirements are based on the information provided to you as part of the job advertisement, in line with the APS Work Level Standards.

Your one page pitch should be no more than 500 words. Applications that do not meet these requirements may not be considered.

How to apply

Apply by 11:30 pm AEST on Sunday 30 August 2026

Chandler Macleod are assisting the Australian CDC with this recruitment process. To be considered for this role, applicants must submit a completed application form via [this link](#). **Applications emailed directly to the Australian CDC will not be considered.**

You will be asked to provide:

1. A '**one page pitch**' addressing the key duties and key capabilities. This is your chance to tell us why you are the right person for the job and what you will bring to the program. We want to know why you want to work at the Australian CDC, why you are interested in the role, how you can add value, and how your skills and experience apply.
2. Your 2-3 page **resume**, including the name and contact details of 2 referees.
3. A copy of your **academic transcripts**, or a printout of your course results from your university portal.
4. Evidence of **Australian Citizenship**.

Note: All required documents must be submitted for applications to be considered. Incomplete applications may not proceed to shortlisting.

Who to contact

If you experience any difficulties accessing or submitting your application, please contact cdc.internship@chandlermacleod.com

Indicative timeline for recruitment*	Date
Applications open	13 August 2026
Applications close	30 August 2026
Application shortlisting	11 September 2026
Interviews	Week of 21 September 2026

Work environment description

Responsibilities – As detailed in Section 28 of the [Work Health and Safety Act 2011](#) while at work, a worker must:

- take reasonable care for his or her own health and safety
- take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons
- comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act
- cooperate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers
- complete all WHS related induction and training
- report all work-related incidents or illnesses to the WHS Section.

Description	Requirement	Additional information
Administrative		
1. Computer use	Yes	
2. Generic screen based	Yes	
3. Sitting at desk	Yes	
4. Standing for long periods	No	
Manual handling		
5. Lifting 0–15kg	No	
6. Lifting 15 kg +	No	
7. Climbing	No	
8. Bending	No	
9. Squatting	No	
10. Reaching	No	
11. Push/pull	No	

Description	Requirement	Additional information
12. Sequential repetitive movements in short period of time	No	
13. Manual dexterity/manipulation	No	
Work environment		
14. Work with others towards shared goals in a team environment	Yes	
15. Works in isolation from other staff	No	
16. Distance walking (that is, large building or inter-building transit)	No	
17. Works outdoors	No	
18. Works in a call centre environment	No	
19. Works in a customer service environment	Yes	
Tasks involving		
20. Exposure to chemicals	No	
21. Exposure to biological hazards	No	
22. Working at heights	No	
23. Requirement to wear Personal Protective Equipment (PPE)	No	
24. Requirement for full-colour vision	No	
25. Work with energetics and explosives	No	
26. Exposure to petrol, oil, lubricant products that may cause dermatological conditions	No	
27. Exposure to extreme temperatures	No	
28. Confined spaces	No	
29. Exposure to non-ionising radiation	No	
30. Excessive noise	No	
31. Low lighting	No	

Description	Requirement	Additional information
32. Dangerous goods/equipment	No	
33. Exposure to airborne odours	No	
34. Frequent travel – vehicle	No	
36. Frequent travel – seaborne	No	
Cyclic workload		
37. Peaks and troughs	Yes	
38. Frequent overtime	No	
39. Rostered shift work	No	