Australian Government | ABORIGINAL HOSTELS LIMITED

APS2 - Cook

Job Reference Number	VN-0774777
Position Title	APS Level 2, Weekday Cook & Weekend Cook
Reporting to	Hostel Manager
Hostel Name	Mackay Hostel
Location	Mackay QLD
Employment Type	Ongoing
Job Type	Full-time (75 hours per fortnight) | Part-time (30 hours per fortnight)
Salary Range	$62,775 - $68,425 plus 15.4% superannuation **(pro-rata for part-time)** Explore our Enterprise Agreement (2024-2027) here.
Contact Officer	Name: Jackson Beckley Email: Jackson.beckley@ahl.gov.au Phone: 07 3151 8730
Closing Date	Sunday 6 December 2026 at 11:59pm AEST

About the Role

Aboriginal Hostels Limited (AHL) is looking for a reliable and motivated Cook to join our team and help create a safe, clean, and welcoming environment in our hostels. This is a great opportunity to be part of important work that supports First Nations peoples across Australia. If you're looking for a stable job in a supportive team where your efforts truly matter, we'd love to hear from you.

AHL also supports the Australian Government's efforts to improve economic outcomes for First Nations people. By purchasing goods and services from First Nations businesses at every opportunity, we help support a more inclusive economy. We are proud to be one of the largest employers of First Nations people in the Australian Public Service.

About Aboriginal Hostels Limited (AHL)

AHL is a not-for-profit Commonwealth company dedicated to providing culturally safe and affordable accommodation for First Nations people who need to be away from home to access services and economic opportunities. Since 1973, AHL has been committed to improving the quality of life and economic opportunities for First Nations people through a national network of over 40 hostels across Australia. Join us in making a meaningful impact and supporting our mission to enhance the lives of First Nations communities.

Why Join Us?

You will join a team that encourages collaboration to achieve outcomes, problem solving, continuous improvement and requires a high level of integrity. We promote a supportive working environment, with a strong commitment to professional growth, inclusion, and public service values.

About You

We are looking for people who are committed to supporting First Nations peoples and contributing to a safe, respectful and culturally safe environment. passionate about supporting First Nations communities;

- value respect and cultural safety;
- team players and strong communicators;
- reliable and take pride in practical work;
- able to follow policies, procedures and instructions; and
- willing to contribute to a welcoming, clean and comfortable environment for residents.

Benefits

We offer more than just a job; we provide an opportunity to make a meaningful impact. By joining our team, you'll contribute to AHL's vision to improve the quality of life and economic opportunity for First Nations people. You'll work alongside passionate colleagues striving for positive social change.

Benefits include:

- Attractive salary with 15.4% superannuation
- Salary packaging options for vehicles, superannuation and laptops etc PLUS, ability to salary sacrifice $15,900 per FBT year for rent, mortgage or living expenses. This benefit reduces taxable income, increasing fortnightly take-home pay.
    - https://salpacaus.com.au/pbi-benefit-calculator
    - https://www.smartsalary.com.au/calculator
- Additional leave days including ceremonial leave, cultural leave and more
- Generous shift penalties apply for work after hours, weekends and public holidays
- Professional learning and development opportunities
- Access to Employee Assistance Program

Recruitment Initiatives

Identified position

This position has direct engagement with Aboriginal and/or Torres Strait Islander peoples, communities and service providers, or is involved in impacting innovates for AHL. You will require a high level of cultural competency, including:

- demonstrated understanding of the issues affecting Aboriginal and/or Torres Strait Islander peoples,
- demonstrated high level ability to communicate sensitively and effectively with Aboriginal and/or Torres Strait Islander peoples, and
- demonstrated high level capability and commitment to continue to develop cultural competency.

RecruitAbility

RecruitAbility scheme applies to this vacancy. Under the RecruitAbility you will be invited to participate in further assessment activity for the vacancy if you choose to apply under RecruitAbility; declare you have a disability; and meet the minimum requirements for the position.

For further information on the RecruitAbility scheme please follow this link: APSC Recruitability scheme guide applicants

Reasonable Adjustments

AHL is committed to providing accessible, inclusive and equitable recruitment processes for all candidates. If you require a reasonable adjustment (at any stage of the recruitment process), you can note this in your application and provide details of any adjustments required. All efforts will be made to meet your requirements.

Eligibility

Under section 22(8) of the Public Service Act 1999, employees must be Australian citizens to be employed in the APS unless the Agency Head has agreed otherwise, in writing. At AHL to be eligible for this position you should be an Australian Citizen at the closing date of application, unless exceptional circumstances apply.

To be eligible to apply, applicants must be Australian Citizens or have already lodged an application for Australian Citizenship.

Prior to engagement, the successful applicant will be required to:

- provide an Australian Citizenship document (e.g. birth certificate or passport);
- undergo a satisfactory National Criminal History Check;
- meet the fitness for duty requirements; and
- hold and maintain, working with children check in QLD.

For new APS employees, a six-month probationary period will apply.

How to apply

Submit your application through to jobs@ahl.gov.au before Sunday 6 December 2026 at 11:59pm AEST.

As part of your application pack you are required to provide the following documents:

- Complete the application form, available from our website Work with us | Aboriginal Hostels Limited
- Your resume (maximum three pages)
- The statement of claims (imbedded in the application form) should be a maximum of two pages addressing the key responsibilities and capabilities.
- Include your name and the job reference (VN-0774777) in the subject of your email.

You may also refer to the APSC resource Cracking the Code for further guidance and assistance on applying for jobs in the Australian Public Service.

Key Responsibilities and Capabilities

Key Responsibilities

In line with APS 2 work level standards, you will be responsible for:

- Prepare and deliver high-quality meal services aligned with AHL set menus and national Food Safety Standards.
- Manage kitchen inventory and maintain a high standard of presentation and hygienic practices in the dining spaces.
- Ensure the kitchen's standard of clean is maintained to an appropriate standard
- Perform duties in a manner which upholds AHL's commitment to safety for staff and residents and adhere to Work Health and Safety (WHS) practices as all times.
- Assisting the hostel team with general duties as required.

Key Capabilities

- Ability to communicate sensitively and effectively with keeping culture at the front of mind.
- Customer service focus, with the ability to communicate effectively, and work in a team.
- Knowledge and/or the ability to learn the Work Health and Safety (WHS) standards within a hospitality and accommodation environment.
- Prepare meals and maintain safe food practices.

AHL welcomes applicants who have experience or an interest in working in hospitality, facilities or customer services. AHL is committed to working with our workforce to succeed in these roles.