



# IT Business Systems Officer

- Full time, Temporary to August 2027
- Band 5, Starting salary \$81,411 plus superannuation

## The Role

As our IT Business Systems Officer, your key responsibilities include:

- Support stakeholders across the organisation in navigating technology change, offering clear advice and information to aid decision-making
- Assist in planning, configuring, and implementing system and process improvements across core systems including TechnologyOne and Pathway
- Contribute to the support and enhancement of business application integrations and information flows between systems
- Deliver engaging and user-focused advice and guidance on software applications
- Provide responsive and effective Help Desk support, ensuring timely resolution of user issues
- Contribute to the testing and implementation of software upgrades and new functionality to maintain system performance and reliability
- Assist in identifying opportunities to improve business processes, data quality and system utilisation across the organisation
- Monitor emerging technologies and trends, identifying opportunities to enhance the City's application environment

## About You

To be successful in this varied position you will:

- Be a clear communicator who enjoys collaborating and helping others understand and adapt to technology
- Have experience supporting business applications, software implementations or system improvement initiatives
- Have strong analytical and problem-solving skills, with the ability to understand how systems, processes and data work together
- Have some exposure to system integrations, reporting, data management or business process improvement activities
- Be proactive and solutions-focused, with a strong commitment to providing user support
- Have some exposure or experience with ERP or enterprise business systems
- Stay up to date with technology trends and are keen to explore innovations that add value
- Have a relevant IT qualification

This role requires a police records check.

## Benefits

- Base hourly rate \$41.20 + super | Flexible and hybrid work options | Full time position
- Contribute to our community | Work close to home
- Training & development opportunities | Generous leave entitlements

Visit our Employee Benefits [website](#) for more of our benefits.



## Position Description

Please view the position description and detailed position demands document in “Job Attachments”

## Contact

If you require any further information regarding this position, please contact **Mick Abbott, Coordinator IT Business Systems & Innovation, 0420 907 395.**

## To Apply

Please submit your cover letter, outlining why you are interested in this position and detailing your relevant experience with your current CV/resume by **11pm, Tuesday 27 October 2026.**

## About Us

The City of Greater Bendigo is in the heart of central Victoria on Dja Dja Wurrung and Taungurung Country. Located just 90 minutes’ drive from Melbourne, our region offers all the benefits of a large city with a warm and welcoming country feel.

Greater Bendigo is an attractive region that is famous for its food and wine, and boasts the Bendigo Art Gallery, theatres, stunning heritage buildings and natural surrounds that provide great recreational opportunities. There are also high quality education and health services, a wide range of housing options, excellent rail and road networks, and Bendigo Airport has regular direct QantasLink flights to Sydney.

We provide more than 65 important services to support our community, which is heading towards a population of 200,000 by 2050. Now is a great time to join us!