



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 07 December 2017**

## VACANCIES

### Chief Minister, Treasury and Economic Development

Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>

Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)

#### Enterprise Canberra

##### artsACT

##### Arts Support

##### Program Officer

##### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 13517)**

Gazetted: 13 December 2017

Closing Date: 20 December 2017

Details: Applications are sought for a Program Officer, Arts Support, within artsACT. The position works collaboratively within artsACT to administer the ACT Arts Fund's programs and projects, and to administer government business including the preparation of briefings, speaking notes and correspondence for the Minister for the Arts and Community Events and the Directorate as required. We are looking for a dynamic person who can both administer a funding program and assist in strategic and policy formulation as artsACT moves ahead with a number of proposed key changes to its operations including the development of a new Arts Funding Plan. A knowledge and understanding of arts issues both in the ACT and nationally would be beneficial.

Note: This is a temporary position commencing ASAP until 10 October 2018. Selection may be based on application and referee reports only.

Contact Officer: Robert Piani (02) 6207 2381 [robert.piani@act.gov.au](mailto:robert.piani@act.gov.au)

#### Construction, Environment and Workplace Protection

##### Utilities Technical Regulation

##### Project Officer/Policy Officer/Engineer

##### **Administrative Services Officer Class 6/Senior Officer Grade C/Senior Professional Officer Grade C \$79,824 - \$108,140, Canberra (PN: 38139, several)**

Gazetted: 07 December 2017

Closing Date: 29 December 2017

Details: The Utilities Technical Regulation (UTR) team supports the Technical Regulator through provision of engineering advice, the technical regulation of licensed and unlicensed utilities and through improving and reforming the technical codes that govern the operations of the energy and water utilities. Further information on UTR is available at [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/2203/~utilities-technical-regulation](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/2203/~utilities-technical-regulation). UTR is currently engaged in a range of regulatory and policy initiatives, and expressions of interest and CVs are sought from suitable candidates to support existing policy projects, work through applications for operating certificates and support stakeholder engagement activity. There are opportunities to work on critical regulatory components of the light rail project, large scale solar, and dam safety. Policy development includes the review of the existing technical codes covering electricity distribution, gas and water and sewerage.

Eligibility/Other Requirements: Experience in a regulatory environment, within a utility or renewable energy environment, or policy area is highly desirable. Tertiary qualifications in engineering are required for appointment as an engineer at the ASO6 level.

Note: These are temporary positions available for a period of six months with the possibility of extension.

Although offered as a full time position, there is scope to modify this position for applicants seeking part-time or flexible working arrangements. The full-time salary noted above will be paid pro rata for part-time hours. This position is available at either the ASO6, SOGC or SPOGC classification dependent on the qualifications and/or significant demonstrable experience, successful delivery of relevant projects/policy/engineering projects, and the ability to lead projects with limited supervision.

Contact Officer: Simon Grice (02) 6205 3078 [simon.grice@act.gov.au](mailto:simon.grice@act.gov.au)

**Policy and Cabinet**

**Executive**

**Executive and Business Support**

**Assistant Business Manager**

**Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 27454)**

Gazetted: 11 December 2017

Closing Date: 18 December 2017

Details: The Executive and Business Support team works collaboratively across the Policy and Cabinet and Communication and Engagement division. The team provides strategic, operational and administrative support to senior executives and is also responsible for the overarching business and financial management across the two divisions. We are seeking to recruit a highly motivated, flexible and proactive individual who is willing to learn.

Eligibility/Other Requirements: Understandings in ACT Government financial processes and knowledge of the Accounts Payable Invoicing Automated System (APIAS) is highly desirable but not essential.

Notes: This is a temporary position available until 30 June 2018, with the possibility of extension and/or permanency. Selection may be based on application and referee reports. Applicants should address the selection criteria, provide a separate curriculum vitae and details of at least two referees.

Contact Officer: Chadia Rad (02) 6205 0214 chadia.rad@act.gov.au

**Economic and Financial Group**

**Financial Framework Management and Insurance**

**Insurance**

**Finance Officer**

**Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 33684, expected vacancy)**

Gazetted: 11 December 2017

Closing Date: 4 January 2018

Details: Financial Framework Management and Insurance is seeking a Finance Officer to assist with the management, reporting and reconciliation of the financial affairs of insurance reporting entities for which the Branch has responsibility. At present the Branch is responsible for the Compulsory Third-Party Insurance Regulator and the Lifetime Care and Support Fund. The work would include assisting with the production of budgets, management reports, reporting to Treasury, annual financial statements, performance reporting, audit papers and other reports required under legislation and/or the Directorate. The accounting package used is MYOB. The officer will be required to demonstrate financial book-keeping skills, including an ability to undertake accounts payable, accounts receivable, month-end functions and prepare financial statements. The successful applicant will have a proven capacity to organise priorities, meet deadlines, display initiative and flexibility and to work both independently and as a member of a small team. You will have demonstrated written and oral communication skills.

Note: This is a temporary position available for six months with the possibility of extension.

Contact Officer: Andrew Philip (02) 6207 0018 andrew.philip@act.gov.au

**Licensing and Registrations**

**Community, Business and Transport Regulation**

**Infringement Plan Office**

**Assistant Manager Infringements**

**Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 32048)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: The Infringement Plan Office manages Infringement Notice Management Plans relating to traffic, traffic camera and parking infringement notices. This includes administering time to pay arrangements, work and social development plans and infringement penalty waivers. The unit is responsible for approving community service organisations that propose to offer work and social development programs and approval of those programs. The position will be supervising a team responsible for the administration of these functions. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Contact Officer: Daniel Laundess (02) 6207 5770 daniel.laundess@act.gov.au

**Finance and Budget**

**Social Policy and Development and Infrastructure Policy**

**Various**

**Analyst**

**Administrative Services Officer Class 5/6 \$74,081 - \$91,356, Canberra (PN: 55549, several)**

Gazetted: 07 December 2017

Closing Date: 14 December 2017

Details: Do you want to work in a dynamic environment dealing with a broad range of issues associated with all areas of ACT Government service delivery? The Finance and Budget Division is looking for analysts with expertise in the analysis of policy and financial information to join energetic and enthusiastic teams. The successful applicant will have the ability to exercise initiative, good judgement, well developed analytical skills, appropriate technical/computer skills and flexibility in handling financial, economic, policy and administrative issues. The ability to communicate effectively, build sound working relationships, contribute to team outcomes and prepare thorough written and financial reports is also required.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency.

The position will be filled at either the ASO 5/ASO 6 level depending on the experience of the successful applicant.

Selection may be based on application only.

Contact Officer: Elizabeth Hall (02) 6207 0218 elizabeth.hall@act.gov.au

**Revenue Management**

**ACT Revenue Office**

**Compliance**

**Business Intelligence Intern**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 39347)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: The Compliance section monitors the integrity, fairness and effectiveness of the ACT's taxation system and plays a key role in the enforcement of the ACT's revenue laws and in the protection of public revenue. The section also provides debt recovery services and encourages and assists customers to be proactive in meeting their taxation obligations through targeted awareness and education campaigns. We are looking for a talented, capable and driven individual to play a key role to assist in transforming our approach to compliance as we leverage the enhanced analytics and data matching capability being delivered by our new Business Intelligence Unit. Supporting the Business Intelligence Specialist, the Business Intelligence Intern will help develop specialised reporting and analytics to optimise identification of compliance targets for investigation. The Business Intelligence Intern will be expected to: be aware of best practice data analysis methodologies, frameworks and approaches; have the capacity to develop an understanding of the Office of the Australian Information Commissioner guidelines and the ACT's taxation regulatory requirements as they affect non-compliance. To be a strong contender for this role you will be able to apply sophisticated data matching and analytics tools to identify potential taxation non-compliance. You will communicate clearly and be adept at analysing complex issues using problem solving data and information. The successful applicant will have: advanced data literacy skills, with the ability to review data sets, determine and link dependencies, identify inconsistencies, determine the cause of problems found and identify remedies; excellent analytical skills; the ability to communicate effectively, both verbally and in writing to team members and other stakeholders.

Note: This is a part-time temporary position available for six months with the possibility of extension. Part-time hours will be negotiated with the successful applicant. The advertised salary will be paid pro-rata.

Contact Officer: Rowena Mele (02) 6207 0099 rowena.mele@act.gov.au

**Access Canberra**

**Customer Coordination**

**Service Centres**

**Concierge**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 20002, several)**

Gazetted: 13 December 2017

Closing Date: 20 December 2017

Details: The occupant of this position will be required to assist in any of the Access Canberra Service Centre locations and undertake the following duties: Be the first point of contact for the general public at the front of house; manage customer queues, assist with customer enquiries, act as a customer advocate as required; deliver quality customer service and information to customers; and educate customers on alternate service options such as the over the phone or online channels. Support the Manager and Assistant Manager in the day to day operations of the Service Centre, assist in identifying and undertaking ad hoc on-the-job training activities as required. Implement workplace respect, equity, diversity, occupational health and safety and participative work practices and principles.

Eligibility/Other Requirements: Supervisory experience in a customer service environment and knowledge of Service Centre procedures is desirable.

Note: This recruitment process will be used to fill temporary vacancies for up to 12 months with the possibility of extension and or permanency. Selection may be based on application only.

Contact Officer: Jennie Gannon (02) 6207 5137 [jennie.gannon@act.gov.au](mailto:jennie.gannon@act.gov.au)

## **Enterprise Canberra**

### **Active Canberra**

#### **ACT Academy of Sport**

##### **Athletic Performance Coach**

##### **Professional Officer Class 1 \$56,359 - \$78,145, Canberra (PN: 09972)**

Gazetted: 08 December 2017

Closing Date: 22 December 2017

Details: Active Canberra is seeking a person to join our ACT Academy of Sport team as an Athletic Performance Coach to support three National League Teams. The successful candidate will have at least two (2) years experience in designing, planning and coaching athletic performance programs in individual and team sport athletes, and possess a willingness to develop a broad range of skills typically required for professional sporting environment. They will also have a demonstrated ability to implement performance testing, profiling and monitor utilising various technologies and software, and be highly competent to coach strength and power exercises for a range of different sports. Contemporary knowledge and understanding of athletic preparation in both preparatory and competition periods, in the highly dynamic professional sporting landscape, is considered advantageous.

Eligibility/Other Requirements: Essential relevant undergraduate qualifications in Sports Science/Human Movement or equivalent. Australian Strength Conditioning Association (ASCA) Level 2 Accreditation. Current Sports First Aid Qualification. Current Level 1 Australian Sports Anti-Doping Authority (ASADA) certification. Qualifications/Requirements - Desirable Attained or currently undertaking postgraduate studies at either, Honours, Graduate Diploma or Masters level in relevant field. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: This is a temporary part-time position available until 31 December 2018 at 29.40 hours per week. The advertised salary will be paid pro-rata for part-time hours. Selection may be based on application and referee reports only.

Contact Officer: Stuart Karppinen (02) 6207 4391 [stuart.karppinen@act.gov.au](mailto:stuart.karppinen@act.gov.au)

## **Shared Services**

### **Partnership Services**

#### **Recruitment and Information Services**

##### **Administrative Support Officer**

##### **Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 37981)**

Gazetted: 08 December 2017

Closing Date: 15 December 2017

Recruitment and Information Services is seeking someone who has a keen eye for detail and is committed to delivering excellent customer service. The successful applicant will be responsible for assisting with the delivery of HR services to ACTPS Directorates, including processing recruitment actions, preparing notices and correspondence, as well as the maintenance of information within the recruitment database.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency.

How to Apply: Tell us why you are the best person for the role including your demonstrated skills against the selection criteria in no more than two pages.

**Shared Services**

**Shared Services ICT**

**Business Application Management**

**Senior Business Systems Manager (Operations Manager)**

**Senior Officer Grade A \$137,415, Canberra (PN: 00777)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: Responsible for the on-going management of Health Directorate ICT Business Systems, system life cycle management, associated interfaces and other essential Information and Communications Technology (ICT) services. The role will be required to ensure strategic alignment to, Health, Shared Services ICT and ACT Government initiatives and liaise and negotiate with relevant stakeholders including external vendors to ensure the optimal performance of Health applications. The role manages a team of technical resources responsible for various components of the business system provision, such as integration and clinical portal capabilities, whilst ensuring effective service provision from SSICT's core ICT services teams. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Contact Officer: Peter Jeffery (02) 6207 7826 peter.jeffery@act.gov.au

**Shared Services**

**Business Services**

**Strategic Finance**

**Manager Internal Assurance and Assets**

**Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 14585)**

Gazetted: 13 December 2017

Closing Date: 4 January 2018

Details: A recently created permanent position is available for a suitably qualified and experienced person to join the Shared Services Strategic Finance team who will assume responsibility for a range of tasks associated with internal assurance along with financial accounting and management reporting duties including management of the asset accounting and project reporting functions. To be considered for this role, on the one hand, expert capability in financial and management accounting for assets and grounded experience in actual asset lifecycle management is essential. Extensive technical experience therefore in all aspects of asset accounting and lifecycle management is an absolute necessity. Similarly, an applied understanding of project accounting is essential including accounting for works in progress, capital funding planning, capital project reporting, business case preparation and assessment and management of the financial aspects of projects generally. The other side of the role carries responsibility for quality assurance for all matters related to internal compliance. The role will be responsible for checking and reporting on financial and procedural compliance including on expenditure, procurement, internal asset management, delegations, etc. Policy development, review, co-ordination and conformance checking is an ongoing responsibility therefore sound senior management level experience in governance and risk management is also essential. Quality assurance and improvement will account for a significant portion of the role. Co-ordinating external audit and review processes is a key component of the role also. Liaising with various internal and external stakeholders will require grounded senior management level communication skills. Similarly, senior management level skills in liaison, relationship development and general management are also required. Resilience and the ability to manage difficult and challenging situations will need to be demonstrable traits and managing competing and changing priorities will be an ongoing requirement. The ability to set direction and then guide delivery, to align effort to internal goals and Shared Services strategies along with being effective in bringing forward ideas and showing initiative will be required to be demonstrated. Being innovative, creative and taking personal responsibility for delivering outcomes and an affinity for working in a dynamic and enthusiastic team environment will be highly favoured attributes. Meeting periodic deadlines and taking full responsibility for delivering outputs are essential elements of this role. This is a hands on technical and leadership role therefore demonstrable planning, time management, analytical, numeracy and communication skills are essential. Initiative, leadership, drive and integrity will need to be confirmed for candidates to be considered further. Therefore,

candidates will be friendly and outgoing though professional at all times and will be expected to work autonomously, set own goals, contribute to operational objectives and be able to work in a challenging, friendly, flexible and supportive setting. Direct accountabilities for all of the above requirements will apply. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply. Where necessary, interviews will be conducted in early to mid-December 2017 however selection may be based on application and if necessary by consulting referees also. The role is located in Winyu House in Gungahlin, ACT requiring attendance within standard business hours and with flexible working/attendance arrangements being possible from time to time. Winyu House adjoins a major shopping precinct, is close to major and suburban bus routes and free car parking is currently available.

Eligibility/Other Requirements: Potential candidates should note the mandatory qualifications that apply to this role as detailed in the Position Description.

Note: Applications addressing each of the six selection criterion limited for the total response to be no more than 1,500 words and accompanied by a separate Curriculum Vitae must be received by no later than the advertised closing date. Late applications or applications not received by this time and date will not be accepted. Written referee reports are not required to accompany applications and may be called for at a later date.

Contact Officer: Ross Burton (02) 6207 5863 ross.burton@act.gov.au

## **Access Canberra**

### **Projects, Governance and Support**

#### **Projects and ICT, Workforce Development**

##### **Workforce Development Manager**

##### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 39272)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: Access Canberra is committed to delivering great regulatory outcomes and customer services to the community of the ACT and understands it is the capability and creativity of our workforce which determines our ability to deliver on this commitment. With that in mind we are seeking to recruit an energetic and engaging leader who is interested in crafting and applying workforce development strategies to embed a healthy and proactive workplace culture and enable Access Canberra's people to achieve their potential. The successful applicant for this position will demonstrate a willingness to set their focus on the horizon and the ability to anticipate Access Canberra's workforce development needs. They will establish networks and build strong relationships with Access Canberra, the ACT Government and with training service providers in the market to maximise the benefits obtained by our people and the organisation from targeted investment in workforce development. If this sounds like a role you could sink your teeth into, please submit a written application, of no more than two pages (though any jokes included in your application will be considered a bonus and not considered in the word count), responding to the selection criteria for the position, contact details of at least two referees and current curriculum vitae. Touching base with the contact officer to discuss the duties of the position is highly recommended. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Tertiary or other qualifications associated with organisational development or training highly regarded.

Contact Officer: Jerome Freestone (02) 6207 7783 jerome.freestone@act.gov.au

## **Procurement, Property and Venues**

### **Goods and Services Procurement**

#### **Contracts and Category Management**

##### **Procurement and/or Contract Manager**

##### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 03683, several)**

Gazetted: 13 December 2017

Closing Date: 31 January 2018

Details: Exciting opportunities exists in the Goods and Services Procurement Branch for accomplished and motivated individuals at manager level with an interest in expanding their procurement and/or contract

management experience. Positions are available in the Contracts and Category Management team and the Sourcing and Supply team to support the development, execution and management of procurements and subsequent contracts for individual Directorates and in the Whole of Government context. CMTEDD supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This process may be used to fill identical positions which occur over the next 12 months.

Contact Officer: Catherine King (02) 6205 5166 catherine.king@act.gov.au

## **Enterprise Canberra**

### **Innovate Canberra**

#### **Innovation Policy and Diversification Strategy**

##### **Senior Policy Officer**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 15587)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: Innovate Canberra is seeking an experienced Policy Officer to join its fast paced policy and strategy team to deliver high quality, evidence-based policy advice in relation to initiatives and activities that support economic development and private sector diversification. In a high pressure environment with often tight deadlines, you will be required to develop well researched and detailed written policy and advice. The successful candidate will have an in depth understanding of the ACT Government's approach to economic diversification and the sectors or industries that are key to maximising economic development and business outcomes. In addition to policy and strategy development and implementation oversight, the team also provides direct support to a range of key stakeholders including the ACT Defence Industry Advocate and Defence Industry Advisory Board, The Canberra Region Vice Chancellors' Forum, the Canberra Node of the Australian Cyber Security Growth Network and the Canberra Space Development Committee. The successful candidate will require strong communication and liaison skills with an ability to influence these stakeholders. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/ Other Requirements: Tertiary qualifications in Economics, Business or a related discipline would be well regarded.

Contact Officer: Sean Kelly (02) 6205 8602 sean.kelly@act.gov.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

## **Community Services**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>**

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

### **Children, Youth and Families**

#### **Child and Youth Protection Services**

##### **Bimberi Youth Justice Centre**

###### **Facilities Manager**

**Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 03294)**

Gazetted: 13 December 2017

Closing Date: 11 January 2018

Details: The position of Facilities Manager involves the management and coordination of activities related to the maintenance and servicing of the Bimberi Youth Justice Centre's facilities, stores, equipment and services and, Bimberi Residential Services (Narrabundah House Indigenous Supported Residential Facility) which provides supported accommodation services to young Indigenous men. The occupant of this position may be required to be available to work at both Bimberi Youth Justice Centre and Narrabundah House Indigenous Supported Residential Facility and the duties may be slightly varied to ensure the safe custody of residents.



Eligibility/Other Requirements: Applicants must possess a current driver's licence and Senior First Aid Certificate. Applicants will also be required to undergo psychometric testing as well as a medical/fitness test as part of the recruitment process. Trade qualifications desirable. Prior to commencing in this role, a *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).  
Contact Officer: Kerri Biddlecombe (02) 6207 3402 kerri.biddlecombe@act.gov.au

## **Corporate Services**

### **Finance and Budget**

#### **Internal Audit and Risk Management**

##### **Senior Assurance Officer**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 37555)**

Gazetted: 12 December 2017

Closing Date: 19 December 2017

Details: The internal Audit and Risk Management team is seeking an energetic and motivated team member to lead and conduct compliance, performance, targeted audits and special assurance assignments; prepare and present audit reports to the Executive team and the Audit and Risk Management Committee. The team member is also expected to manage the review of policy and guidelines in relation to the Audit and Risk Management Committee and Internal Audit Charters. In addition, the team member is expected to contribute significantly to facilitate the implementation of Risk Management, Fraud and Corruption Prevention and Business Continuity Frameworks across the Directorate.

Eligibility/Other Requirements: Related tertiary and/or professional qualifications such as Certified Professional Accountant (CPA)/CA (or study towards) would be beneficial. Relation qualifications in Risk Management would be beneficial.

Note: This is a temporary part-time position available at 24:00 hours per week for six months with the possibility of extension and the full-time salary noted above will be paid pro-rata. Selection may be based on written application and referee reports only.

Contact Officer: Mayooran Sinnathurai (02) 6205 0147 mayooran.sinnathurai@act.gov.au

## **Children, Youth and Families**

### **Child and Youth Protection Services**

#### **Operations - North/South**

##### **Team Leader**

##### **Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 33734, several)**

Gazetted: 11 December 2017

Closing Date: 8 January 2018

Details: The Branch of Child and Youth Protection Services (CYPS) is seeking professional and highly skilled Health Professional Level 4, Team Leaders. The Team Leaders will be focussed on providing strong leadership to build an integrated multidisciplinary team that supports effective service delivery to meet our statutory obligations on our strategy of creating a continuum of care for our clients. They will lead a multidisciplinary team to deliver trauma informed case management and supervise/support HP1, HP2 and HP3 staff in accordance with the CYPS Supervision Framework.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency.

Contact Officer: Rebecca Cormack (02) 6205 3803 rebecca.cormack@act.gov.au

## **Cultural Facilities Corporation**

### **Canberra Theatre Centre**

#### **Administration**

##### **Presenter Services Administrator**

##### **Administrative Services Officer Class 5 \$74,081-\$78,415, Canberra (PN: 3568)**

Gazetted: 07 December 2017

Closing Date: 14 December 2017

Canberra Theatre Centre is looking for a team member to join its busy Administration area. You will be required to contribute to programming to maximise ticket sales, venue utilisation and artistic outcomes. To be successful, you will have experience in programming, marketing and operations of live entertainment. You will also be required to write grant applications and other communications. This role requires you to report to the Director CTC as well as work with minimal supervision and all other departments in the venue. This is a fast-paced role with shifting deadlines and priorities that occur on a daily basis. You will be required to work within strict budget parameters. If this sounds like you, let us know.

Eligibility/Other Requirements: Degree relating to Theatre is desirable.

Note: One year temporary contract with the possibility of a further contract or ongoing employment.

Contact Officer: Bruce Carmichael (02) 6243 5705 [bruce.carmichael@act.gov.au](mailto:bruce.carmichael@act.gov.au)

Applications can be forwarded to: Trudy Collins, HR Adviser, PO Box 939 Civic Square, ACT 2608 or email [CFC.HR@act.gov.au](mailto:CFC.HR@act.gov.au)

### **Director of Public Prosecutions**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>**

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

#### **Digital Development Officer**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 38358)**

Gazetted: 13 December 2017

Closing Date: 15 January 2018

Details: The Office of the Director of Public Prosecutions is looking to find a suitable candidate with the skills, enthusiasm and self motivation to make a difference in the way the organisation engages with technology. If you have the skills and personal drive to engage with staff and take them on the journey to embrace new ways of working then you are the candidate we are looking for.

Eligibility/Other Requirements: The successful candidate will be required to undergo a criminal records check.

Note: This is a temporary position available for a period of 12 months.

Contact Officer: Emma Flukes (02) 6207 5399 [emma.flukes@act.gov.au](mailto:emma.flukes@act.gov.au)

### **Education**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>**

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

#### **Business Services**

##### **Infrastructure and Capital Works**

##### **School Infrastructure Management/Repairs and Maintenance**

##### **Project Officer - Facilities Contract Management**

**Infrastructure Officer 2 \$79,919 - \$91,947, Canberra (PN: 11982)**

Gazetted: 12 December 2017

Closing Date: 21 December 2017

Details: Applications are sought for the position of Project Officer - Facilities Contract Management within the Infrastructure Capital Works Branch. This position will provide advice and assist the Manager in the planning of facility service contracts including security, utility and facility management services, with the major focus being cleaning services.

Eligibility/Other Requirements: The successful applicant will have experience in managing facilities services contracts within a government environment and have a commitment to work, health and safety, equity and diversity and participative management principles and practices.

Contact Officer: Ilona Wickham (02) 6207 0071 [ilona.wickham@act.gov.au](mailto:ilona.wickham@act.gov.au)

**School Performance and Improvement**

**Belconnen Network**

**Kingsford Smith School**

**Staffing Officer**

**Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 15228)**

Gazetted: 13 December 2017

Closing Date: 20 December 2017

Details: The successful applicant will be responsible for booking and engagement for the day to day relief staff to cover classes and programs using the schools and Directorate online systems. Administer the leave and employee absences. Records management and related matters of relief staffing including staff contracts, probation and induction processes in a P-10 school setting.

Eligibility/Other Requirements: Prior to commencement in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). Certificate IV in Government (School Support Services) or equivalent; Knowledge of office practices and procedures; Knowledge of Microsoft Office Packages; First Aid qualification or willingness to undertake appropriate training are desirable.

Contact Officer: Lyndsee Mahl (02) 6142 3403 [lyndsee.mahl@ed.act.edu.au](mailto:lyndsee.mahl@ed.act.edu.au)

**School Performance and Improvement**

**Belconnen Network**

**University of Canberra Senior Secondary College - Lake Ginninderra**

**Classroom Teacher - Psychology and Sociology**

**Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 07539)**

Gazetted: 11 December 2017

Closing Date: 18 December 2017

Details: The University of Canberra Senior Secondary College Lake Ginninderra provides high quality and comprehensive Year 11 and 12 curriculum delivery for the award of the ACT Senior Secondary Certificate.

Qualified, professional, innovative and highly motivated applicants are sought for a 0.6 FTE Sociology/Psychology teaching position.

Note: This is a part-time temporary position available from 27 January 2018 until 26 January 2019 at 22:03 hour per week and the full-time salary noted above will be paid pro rata.

Contact Officer: Roger Amey (02) 6142 0222 [roger.amey@ed.act.edu.au](mailto:roger.amey@ed.act.edu.au)

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

**Office for Schools**

**Belconnen Network**

**Charnwood-Dunlop School**

**Building Services Officer**

**General Service Officer Level 6 \$54,949 - \$57,445, Canberra (PN: 16173)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: Charnwood-Dunlop School is seeking a self-motivated person with initiative to temporarily fill the position of Building Services Officer. This person will support the Business Manager under limited supervision to assume responsibility for the security of the school buildings, furniture, fittings and equipment; manage basic maintenance repairs to the school buildings and carry out daily grounds maintenance. The successful applicant will undertake regular inspections to determine priorities, perform, organise and oversee repairs, support the school master plan initiatives as required, and provide support to the school's sustainability whilst ensuring all Directorate Safety Policies and procedures are followed. The successful applicant will be required to communicate effectively with members of the school community and to supervise contractors and conduct Work Health and Safety (WHS) inductions.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training: Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: [https://www.worksafe.act.gov.au/health\\_safety](https://www.worksafe.act.gov.au/health_safety). Mandatory Training in other WHS

procedures will be required during employment, for example: Working at Heights, Sharps. An industry recognised trade qualification or equivalent work experience is desirable. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: This is a temporary position available from 17 January 2018 until 4 May 2018. Applicants are strongly encouraged to contact the Contact Officer for further information regarding this position. Selection may be based on written application and referee reports only. Please ensure that your referee contact details are listed on your Application Coversheet.

Contact Officer: Kirsten Sharman (02) 6205 7322 [kirsten.sharman@ed.act.edu.au](mailto:kirsten.sharman@ed.act.edu.au)

## **School Performance and Improvement**

### **South/Weston**

#### **Telopea Park School**

##### **School Administrative Assistant**

##### **School Assistant 2 \$52,991 - \$58,513, Canberra (PN: 16233)**

Gazetted: 07 December 2017

Closing Date: 14 December 2017

Details: Telopea Park School is a unique Bi-National School seeking a highly motivated and passionate person to join us as part of a collaborative team in the front office to support the Principal and executive team. Provide general administrative support such as preparing standard correspondence, data entry, records management, student reporting, photocopying and secretariat support. Perform routine customer service tasks such as reception duties, attend to school visitors, parents/carers, staff and students, and respond to routine enquiries. Prepare documentation such as school circulars, newsletters and other communication or promotional materials for distribution and/or publication via hardcopy or electronic media. Undertake general finance duties such as collection and recording of payments, receipting and petty cash management. Participate in meetings and other forums which contribute to the operation of the immediate work area in the school.

Note: This is a temporary part-time position available from 29 January 2018 until 27 April 2018 at 33:15 hours per week with the possibility of extension or permanency from this process. The advertised salary will be paid pro-rata for part-time hours. Selection may be based on application only.

Contact Officer: Mary Ryan (02) 6142 3356 [mary.ryan@ed.act.edu.au](mailto:mary.ryan@ed.act.edu.au)

## **Executive Director, Business Services**

### **Executive Level 2.6 \$313,260 - \$327,383 depending on current superannuation arrangements, Canberra (PN: E717)**

Gazetted: 07 December 2017

Closing Date: 17 December 2017

Details: The ACT public education system is a thriving, innovative and progressive education system that continues to expand. It leads the nation with the highest average levels of education achievement of all Australian states and territories. Comprising of 87 public schools and 46,000 students, the ACT Education Directorate is responsible for early childhood, primary and secondary education. Its vision is that all young people in the ACT learn, thrive and are equipped with the skills to lead fulfilling, productive and responsible lives. The focus is on developing the capabilities of children and young people for citizenship, community engagement and successful life outcomes.

The Executive Director, Business Services will form part of the senior executive team within the Education Directorate. The ACT Government is establishing in the new generation of quality leaders of the highest levels of the public sector. The successful applicant will be a visionary, astute and resilient leader with a passion for education. They will require high-level intellectual and analytical skills including systems thinking with the ability to discern inter-relationships in business activities, operationalise strategic directions, manage tension points and leverage for sustainable impact in key deliverables. Reporting to the Director-General and part of the senior executive team, the Executive Director, Business Services provides strategic leadership of a team of senior management specialists in Finance, Infrastructure and Asset Management, small and large-scale capital works, Human Resources, Administration and Governance, Ministerial and Coordination. The role requires an individual with exceptional leadership, administrative, and management skills as well as a comprehensive understanding of effective public sector governance to provide strategic commercial advice and lead complex projects and programs of work. Demonstrated experience in complex procurement and business case development will be important as

are stakeholder management skills. The position works closely with a broad range of groups, including unions, Procurement Board, and the GSO. The role represents the Director-General in a number of high-level boards and committees and also has responsibility for the regulation of the non-government schooling sector. Experience in the education sector or other complex human service organisation would be an advantage.

Remuneration: The position attracts a remuneration package ranging from \$313,260 to \$327,383 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$256,796.

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Selection documentation can be obtained by emailing [applications.australia@ngs-global.com](mailto:applications.australia@ngs-global.com) quoting reference number J15456.

Contact Officer: Further information about the position is available from Grant Nichol at NGS Global on 1300 138 863 or +61 3 8626 0600.

### **Executive Director, School Improvement**

**Executive Level 2.5 \$273,021 - \$285,142 depending on current superannuation arrangements, Canberra (PN: E544)**

Gazetted: 07 December 2017

Closing Date: 17 December 2017

Details: The ACT public education system is a thriving, innovative and progressive education system that continues to expand. It leads the nation with the highest average levels of education achievement of all Australian states and territories. Comprising of 87 public schools and 46,000 students, the ACT Education Directorate is responsible for early childhood, primary and secondary education. Its vision is that all young people in the ACT learn, thrive and are equipped with the skills to lead fulfilling, productive and responsible lives. The focus is on developing the capabilities of children and young people for citizenship, community engagement and successful life outcomes. The Executive Director, School Improvement will form part of the senior executive team within the Education Directorate. The ACT Government is establishing a new generation of quality leaders of the highest levels of the public sector. The successful applicant will be a visionary, astute and resilient leaders with a passion for education. They will require high-level intellectual and analytical skills including systems thinking with the ability to discern inter-relationships in business activities, operationalise strategic directions, manage tension points and leverage for sustainable impact in key deliverables.

Reporting to the Deputy Director-General, the Executive Director, School Improvement will provide executive leadership and strategic advice to the senior executive team and the Minister on the ACT school improvement strategy and school system performance whilst working across the directorate to provide advice on future education system capability needs. The successful applicant will provide executive leadership of school operations across all four school networks and will be responsible for the ongoing delivery of the directorate's strategic school improvement regime which is anchored in putting schools and students first through building capability amongst teachers and the school leadership.

Remuneration: The position attracts a remuneration package ranging from \$273,021 to \$285,142 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$220,381.

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Selection documentation can be obtained by emailing [applications.australia@ngs-global.com](mailto:applications.australia@ngs-global.com) quoting reference number J15456.

Contact Officer: Further information about the position is available from Grant Nichol at NGS Global on 1300 138 863 or +61 3 8626 0600.

### **Executive Director, Service Design and Delivery**

**Executive Level 2.4 \$256,039 - \$267,315 depending on current superannuation arrangements, Canberra (PN: E107)**

Gazetted: 07 December 2017

Closing Date: 17 December 2017

Details: The ACT public education system is a thriving, innovative and progressive education system that continues to expand. It leads the nation with the highest average levels of education achievement of all Australian states and

territories. Comprising of 87 public schools and 46,000 students, the ACT Education Directorate is responsible for early childhood, primary and secondary education. Its vision is that all young people in the ACT learn, thrive and are equipped with the skills to lead fulfilling, productive and responsible lives. The focus is on developing the capabilities of children and young people for citizenship, community engagement and successful life outcomes. The Executive Director, Service Design and Delivery will form part of the senior executive team within the (Education) Directorate. The ACT Government is establishing in the new generation of quality leaders of the highest levels of the public sector. The successful applicant will be a visionary, astute and resilient leader with a passion for education. They will require a high-level intellectual and analytical skills including systems thinking with the ability to discern inter-relationships in business activities, operationalise strategic directions, manage tension points and leverage for sustainable impact in key deliverables.

The Executive Director will lead the policy creation, service design and integration for the core function of the directorate – the provision of high-quality education services to ACT public schools. Reporting to the Deputy Director-General, the successful applicant is responsible for building and enhancing an effective, robust and data lead strategic and cohesive policy function as well as the design and delivery of a range of human services designed to strengthen student engagement and address issues of equity in the system. The successful applicant will also play a key role in directorate's digital strategy in line with the whole of ACT government digital policy frameworks. This includes delivery of improved e-business and e-learning initiatives and other initiatives with a particular focus on professional capability and research in pedagogy, curriculum, student engagement and well-being. This position requires exceptional executive leadership and management skills. A background in education and an understanding of the relationships between Department, Government and Minister, peak bodies, and the community would be an advantage. High-level, negotiating skills and judgment in relation to financial management and organisational improvement, and the capacity for innovation will be critical in this role.

Remuneration: The position attracts a remuneration package ranging from \$256,039 to \$267,315 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$205,013.

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Selection documentation can be obtained by emailing [applications.australia@ngs-global.com](mailto:applications.australia@ngs-global.com) quoting reference number J15456.

Contact Officer: Further information about the position is available from Grant Nichol at NGS Global on 1300 138 863 or +61 3 8626 0600.

## **Business Services**

### **Strategic Finance**

#### **Financial Services**

##### **Financial Controller Budgets and Reporting**

##### **Senior Professional Officer Grade A \$137,415, Canberra (PN: 39692)**

Gazetted: 07 December 2017

Closing Date: 21 December 2017

Details: The Strategic Finance Section requires a senior manager to manage the staff and resources of the Strategic Finance Section and the Service Level Agreement with the Shared Services Organisation to deliver high quality financial services to the Directorate. As part of this role, the Senior Manager Financial Services is responsible for the compilation of the Directorate's annual budget submissions and annual financial statements, and the development and maintenance of policies and procedures which comply with the *Financial Management Act 1996*. The successful applicant will have excellent technical accounting skills and the ability to liaise with a wide range of stakeholders on a broad range of accounting and financial issues. They will also have the ability to provide high level advice to senior officers, the Minister and other external stakeholders.

Eligibility/Other Requirements: Proven management experience; and appropriate tertiary Accounting qualification and membership to Certified Public Accountant (CPA) or Institute of Chartered Accountants (ICA) is highly desirable.

Note: Applications are to include application coversheet, your written response to the selection criteria and a current curriculum vitae (including details of two referees).

Contact Officer: Mark Scanes (02) 6205 5478 [mark.scanes@act.gov.au](mailto:mark.scanes@act.gov.au)

## **Business Services Division**

## **People and Performance**

### **Health, Safety and Wellbeing**

#### **Safety Manager – Safety, Strategy and Projects**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 09224)**

Gazetted: 13 December 2017

Closing Date: 22 January 2018

Details: The Education Directorate is seeking a dynamic and enthusiastic Safety Manager to join our Health, Safety and Wellbeing Team to assist the Chief Safety Officer with the development of the Education Directorates Work Health and Safety Business Plan and related projects and initiatives. The successful applicant will have responsibility for managing Health Safety and Wellbeing related projects and where required assist with the broader operational safety activity and program implementation. The position will work in partnership with internal and external stakeholders to deliver targeted, systematic and whole of Government health and safety improvement initiatives to prevent injury to directorate employees.

Eligibility/ Other Requirements: Tertiary qualifications in a Work Health and Safety related discipline would be well regarded.

Contact Officer: Dean Colwill (02) 6207 7398 dean.colwill@act.gov.au

## **School Performance and Improvement**

### **Tuggeranong Network**

#### **Namadgi School**

##### **Business and Facilities Manager**

##### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39767)**

Gazetted: 13 December 2017

Closing Date: 20 December 2017

Details: Namadgi School is seeking application from suitable Business and Facilities Manager's. The successful applicant will be responsible for duties such as: Providing high level support to the principal in developing policies and procedures relating to the management of the school and to the implementation of school-based management; Supervising the administrative staff of the school to ensure they are delivering a high level of administrative performance and support; Coordinating the preparation of budgets, estimates and financial returns; and monitor commitments and expenditure.

Eligibility/Other Requirements: Current ACT Registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is mandatory. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). First Aid Certificate or a willingness to undertake appropriate training; Certificate III or equivalent e.g. Laboratory Skills are desirable. Note: This is a temporary position available from 29 January 2017 for a period of six months with the possibility of extension and may lead to permanency. The successful applicant may be selected from application and referee reports only.

Contact Officer: Gareth Richards (02) 6142 0900 gareth.richards@ed.act.edu.au

## **Environment, Planning and Sustainable Development**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>**

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

### **City Renewal Authority**

#### **City Activation**

##### **Senior Project Manager**

##### **Infrastructure Officer 5 \$142,761, Canberra (PN: 39735)**

Gazetted: 12 December 2017

Closing Date: 28 December 2017

Details: Would you like to be at the forefront of creating a renewed Canberra City Centre? The City Renewal Authority is leading the transformation of the City Renewal Precinct, which spans Dickson, Northbourne Avenue, Haig Park, Civic and West Basin. The Authority is charged with shaping the revitalisation of central Canberra to make it a great place to live, explore and enjoy. In partnership with the community, the Authority aims to create a

vibrant city heart through the delivery of design-led urban renewal with a focus on social and environmental sustainability. The Senior Project Manager will lead the day to day management of key property development projects in the City Renewal Precinct over the next two years. The successful candidate will work collaboratively with property owners as well as other ACT Government Directorates and authorities to encourage owners to renew sites as well as coordinate the upgrade of the public realm. This is an outstanding opportunity for the right person to apply their extensive senior-level experience to help the Authority create a new-look city centre. Eligibility/Other Requirements: A minimum of ten years of experience in a relevant field (eg, engineering, construction, project and/or property management, architecture, or planning). Relevant tertiary and/or professional qualifications. Demonstrated experience at a senior level in delivering successful property development projects.

Note: This is a temporary position available for a period of two years.

Contact Officer: Nicholas Holt (02) 6207 9646 [nicholas.holt@act.gov.au](mailto:nicholas.holt@act.gov.au)

## **Health**

**Selection documentation for the following positions may be downloaded from**

**<http://www.health.act.gov.au/employment>.**

**Apply online at <http://www.health.act.gov.au/employment>**

### **Deputy Director General TCH and Health Services**

#### **Women, Youth and Children**

#### **Women Youth and Children Community Health Programs**

#### **Child at Risk Health Unit Paediatrician**

#### **Staff Specialist Band 1-5 \$164,470 - \$202,960 Senior Specialist \$222,205, Canberra (PN: 23976)**

Gazetted: 14 December 2017

Closing Date:

Overview of the work area and position: The Division of Women, Youth and Children provides a broad range of primary, secondary and tertiary healthcare services. The provision of services is based on a family-centred, multidisciplinary approach to care in partnership with the consumer and other service providers. Women, Youth and Children Community Health Programs deliver a range of health care community-based services to children, families and women. These services include support, education and information; counselling, assessment and screening; early identification and referral; and the delivery of public health programs. Services are delivered within a multi-disciplinary context if not by a multidisciplinary team. The Child At Risk Health Unit (CARHU) is a multidisciplinary team that provides specialist health services to children, young people and their families or carers who have been affected by abuse and/or neglect. The medical staff work in collaboration with police, child protection services and community based agencies to support the health and well being of vulnerable children. The CARHU Staff Specialist Paediatrician is responsible for providing paediatric services from the CARHU and The Canberra Hospital, including child development, child protection and forensic assessments, and is required to participate in the CARHU after hours paediatric forensic roster. The Specialist plays a key role in ensuring that care within the service reflects best practice and has responsibility for the supervision of registrars. Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$164,470 - \$202,960 Senior Specialist: \$222,205. Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$268,729 - \$327,246.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Royal Australasian College of Physicians (Paediatrics & Child Health Division) or equivalent specialist qualifications.

Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: SEE SPECIAL REQUIREMENTS

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

## **Canberra Hospital and Health Services**



**Mental Health Justice Health Alcohol and Drug Services**

**Justice Health**

**Dhulwa Mental Health Nurse**

**Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 37275, several)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The Mental Health, Justice Health, Alcohol and Drug Services delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Speciality Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services. Overview of the work area and position: The Dhulwa Mental Health Unit (DMHU) is a secure mental health inpatient unit operated by Justice Health Services, on behalf of ACT Mental Health, Justice Health and Alcohol & Drug Services (MHJHADS). It offers a contemporary, evidence based service, providing high quality mental health care that is guided by principles of Recovery. DMHU will provide a safe and structured environment with 24 hour clinical support for people with moderate to severe mental illness who cannot be safely cared for in a less restrictive environment. This will include mental health consumers who are, or who are at risk of becoming, involved with the criminal justice system. The service aims to provide dynamic and collaborative Recovery-informed care actively involving the individual, their carers, and other key partner services. All staff have a responsibility to maintain the safety and security of consumers, staff and visitors within this secure environment. At this level it is expected that you will provide high levels of clinical leadership and guidance to the nursing workforce, as well provide clinical support to assist in the clinical nursing care, treatment and recovery of consumers within a therapeutic secure environment. You will provide regular input into, and form an integral part of the multidisciplinary team of the DMHU and apply quality improvement processes to the therapy program undertaken within the DMHU. All team members are required to undertake professional development and supervision and participate in quality initiatives. The position is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers, Allied Health Assistants, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); a minimum of three years nursing experience within a forensic, acute or mental health setting; a sound understanding of forensic mental health. Desirable: Post Graduate Qualification in Mental Health Nursing or working towards such; nursing experience with a co-morbidity and/or alcohol and drug service work; ; clinical leadership experience and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Kalvinder Bains (02) 6205 1696 kalvinder.bains@act.gov.au

**Canberra Hospital and Health Services**

**Mental Health Justice Health Alcohol and Drug Services**

**Mental Health Services**

**Psychologist, Social Worker, Occupational Therapist**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 22131)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehab and Specialty Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services. Overview of the work area and position: Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) is a contemporary evidence based division providing high quality mental health care that is guided by principles of Recovery. Mental Health Service for People with Intellectual Disability (MHS-ID) is a specialist team within MHJHADS that provides comprehensive assessment, psychological and psychiatric services to consumers with an intellectual disability and a mental illness. The team aims to provide collaborative care involving the person, their families/carers and community support services. The position involves critical thinking, complex assessment, a high standard of report writing, consultation, liaison, support, education and training to agencies, carers and families. MHS-ID is located at the Gungahlin Community Health Centre. At this level it is expected that you will provide high quality clinical expertise and achieve sound outcomes for consumers under minimal supervision. It is also expected that you will contribute your expertise to the multidisciplinary team, provide supervision to staff at Levels Health Professional Level 1 (HP1) and Health Professional Level 2 (HP2) and support the Manager in change processes. You will be required to undertake quality initiatives to promote service delivery at a standard of best practice and to support the Manager in an acting capacity during their absence.

Eligibility/Other Requirements: Mandatory: Current driver's licence. For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia. For Psychology: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Highly Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. For Social Work: Degree in Social Work and eligibility for membership of the Australian Association of Social Workers. Highly desirable for all disciplines: Minimum of three years (ideal five years) post qualification and experience in working with persons with intellectual disability. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing requirements for allied health; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any offer of employment being made; and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a permanent part-time position available at 29.24 hours per week and the full-time salary noted above will be paid pro-rata. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Shirley-Anne McIntyre (02) 6207 8210 shirley-anne.mcintyre@act.gov.au

**Deputy Director General**

**Mental Health Justice Health Alcohol and Drug Services**

**Child and Adolescent Mental Health**

**CAMHS Mental Health Senior Clinician**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 17206)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues presenting to The Canberra Hospital. The CAMHS Hospital Liaison Team is made up of multi-disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework within the Canberra Hospital. This role will be to conduct assessment of children and young people with mental health issues presenting to The Canberra Hospital, and to provide support to Health Professional 1 and Health Professional 2 clinicians. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia and a current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA). Highly Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. For Social Work: Degree in Social Work; eligibility for membership of the Australian Association of Social Workers; registration or eligibility for registration under the *Working with Vulnerable People Act 2011*. Highly desirable for all disciplines; minimum of three years (ideal five years) post qualification; experience in working with children and young people and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a part-time permanent position available at 29.24 hours per week and the full-time salary noted above will be paid pro-rata. Selection may be based on written application and referee reports only. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Delia O'Shea (02) 6205 1469 delia.o'shea@act.gov.au

**Canberra Hospital and Health Services  
Mental Health Justice Health Alcohol and Drug Services**

**Child and Adolescent Mental Health**

**Child and Adolescent Mental Health Services**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 38683)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug

Services (ADS); Child and Adolescent Mental Health Services (CAMHS); Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. The CAMHS community teams are made up of multi disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. This role will be to conduct assessment and clinically manage children and young people with mental health issues, facilitate group work and to provide support to Health Professional Level 1 and Health Professional Level 2 clinicians. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: **Mandatory:** *For Occupational Therapy:* Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia and a current drivers licence. *For Psychology:* Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. **Highly Desirable:** Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. *For Social Work:* Degree in Social Work; eligibility for membership of the Australian Association of Social Workers; registration or eligibility for registration under the *Working with Vulnerable People Act 2011* and a current driver's licence. **Highly desirable for all disciplines:** Minimum of three years (ideal five years) post qualification and experience in working with children and young people. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary part-time position available at 29:04 hours per week and the full-time salary noted above will be paid pro-rata. The successful candidate will be required to liaise with Headspace, though will be based at CAMHS Northside. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Melina Tsembis (02) 6205 1050 melina.tsembis@act.gov.au

### **Canberra Hospital and Health Services**

#### **Mental Health Justice Health Alcohol and Drug Services**

#### **Child and Adolescent Mental Health**

#### **Occupational Therapist/ Psychologist/ Social Worker**

**Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 38018)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples' homes. These services include: Rehabilitation and Speciality Services; Adult Community Mental Health Services (ACMHS); Adult Acute Mental

Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for children and young people who are experiencing moderate to severe mental health issues. The Health Professional Officer position will work collaboratively as part of a multidisciplinary assertive outreach team to provide assessment and therapeutic intervention to young people at high risk of developing serious, long term mental illness. For example, those experiencing early psychosis and those who are experiencing severe high prevalence mental illness. The role will also require the team member to undertake evening and weekend shift work, professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory for all disciplines: Current driver's licence. Mandatory:

For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA).

For Social Work: Degree in Social Work; eligibility for membership of the Australian Association of Social Workers; registration or eligibility for registration under the *Working with Vulnerable People Act 2011*. Highly Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. Highly desirable for all disciplines: Minimum of three years (ideally five years) post qualification and experience working with young people. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position for a period of six months with the possibility of extension and/or permanency. Selection may be based on written application and referee reports only. An order of merit may be established to fill future permanent and temporary vacancies at level, which may arise over the next 12 months. The successful candidate will be required to be available for evening and weekend work on a regular basis and be available to work within all program areas of CAMHS as service needs arise. Prior to commencing in this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 may be required.

For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Laura Dawel (02) 6205 2090 [laura.dawel@act.gov.au](mailto:laura.dawel@act.gov.au)

## **Canberra Hospital and Health Services**

### **Health Infrastructure Support**

#### **Health Planning and Infrastructure Capital**

##### **Contracts and Compliance Officer**

##### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 33905)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Health Infrastructure Services (HIS) is responsible for the project delivery, maintenance and asset management of ACT Health's property portfolio. Overview of the work area and position: In relation to Health Infrastructure Services, the Facilities Management Division is responsible for repairs and maintenance and asset management of ACT Health's property portfolio. This position is responsible for supporting the HIS Facilities Management contract deliverables to deliver the smooth integration and transition of maintenance services

throughout ACT Health. The Contracts and Compliance Officer reports to the Asset Manager for the provision of high-level contract management for the Division.

Eligibility/Other Requirements: Desirable: Business or Administration qualifications, or significant relevant work experience; MS Office intermediate level experience and experience in contract management and procurement. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: John Kilday (02) 6174 8033 john.kilday@act.gov.au

**Office of the Director General**

**Government and Communications**

**Ministerial and Government Service**

**Assistant Assembly Liaison Officer**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 38705)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health partners with the community and consumers for better health outcomes by: Delivering patient and family-centred care; strengthening partnerships; promoting good health and wellbeing; improving access to appropriate health care, and having robust safety and quality systems. Overview of the work area and position: Ministerial and Government Services (MAGS) of ACT Health provides operational and strategic support to the Minister for Health and Wellbeing, Minister for Mental Health, Director-General and ACT Health staff on cabinet, assembly, ministerial and legislative matters including the provision of high level, timely and accurate advice. In addition, the MAGS Unit coordinates ACT Health advice to other Government Directorates, as required and administers Freedom of Information requests. As the Assistant Assembly Officer, you will provide support and provide comprehensive services for ACT Health's Cabinet and Legislative Assembly liaison functions. You will also coordinate and manage meeting briefs for the Australian Health Ministers' Advisory Council and COAG Health Council meetings.

Eligibility/Other Requirements: Desirable: A comprehensive knowledge and understanding of the ACT Legislative Assembly, Cabinet and legislative frameworks and processes; experience in providing support to committees. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Jackie Andersen (02) 6205 0829 jackie.andersen@act.gov.au

**Deputy Director General**

**Mental Health Justice Health Alcohol and Drug Services**

**Justice Health**

**Mental Health Nurse**

**Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 38618, several)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Justice Health Primary Health Team is part of Justice Health Services (JHS) which is part of the Mental Health, Justice Health and Alcohol & Drug Services (MHJHADS) Division. JHS is a contemporary evidence based service providing high quality care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Dhulwa Mental Health Unit (DMHU) is part of the Mental Health, Justice Health, Alcohol and Drug Services Division which is a contemporary evidence-based service providing high quality mental health care that is guided by principles of Recovery. The service aims to provide collaborative care involving the consumer, their family/carers and other key services. It is expected that you will complete assessments, planning, implementing and care of clients. You will also be required

to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes and the supervision of Enrolled Nurses.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); a minimum of two years recent mental health experience within a forensic, acute or mental health setting. Desirable: Co-morbidity or Alcohol and Drug Service experience and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Kalvinder Bains (02) 6205 1696 kalvinder.bains@act.gov.au

### **Deputy Director General**

#### **Mental Health Justice Health Alcohol and Drug Services**

#### **Mental Health Services**

#### **Psychologist, Social Worker, Occupational Therapist**

#### **Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 31825)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehab and Specialty Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services. Overview of the work area and position: Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) is a contemporary evidence based division providing high quality mental health care that is guided by principles of Recovery. Mental Health Service for People with Intellectual Disability (MHS-ID) is a specialist team within MHJHADS that provides comprehensive assessment, psychological and psychiatric services to consumers with an intellectual disability and a mental illness. The team aims to provide collaborative care involving the person, their families/carers and community support services. The position involves consultation, liaison, support, education and training to agencies, carers and families. MHS-ID is located at the Gungahlin Community Health Centre. At this level it is expected that, under supervision, you will assist and learn how to provide high quality clinical expertise and assist in the achievement of sound outcomes for consumers. You will contribute your expertise to the multidisciplinary team, and will be provided with supervision by team HP and RN clinicians who will guide you to become involved and assist the Manager in change processes. You will be required to learn how to undertake quality initiatives to promote service delivery at a standard of best practice. Overall Functions: Under close professional supervision: Promote positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team; provide individual or group service delivery; apply knowledge, skills, and professional judgement in the delivery of routine services.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); tertiary qualifications or equivalent in Psychology, Social Work or Occupational Therapy with current ACT registration where required or eligibility for membership of the appropriate professional organisation; have a current ACT driver's licence; psychologists must have at least a 4- or 5- year accredited tertiary sequence of study in Psychology followed by a one or two year Board approved internship (i.e. 4+2 or 5+1); applicants must have a minimum of 12 months paid work experience, post qualification in a related/relevant organisation/service. Desirable: Experience in working with persons with intellectual disability. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health

professionals. Initial credentialing is completed following a pre-offer for a position, prior to any offer of employment being made and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a permanent part-time position available at 29:24 hours per week and the full-time salary noted above will be paid pro-rata. An Order of Merit may be used to fill future identical permanent vacancies over a 12 month period.

Contact Officer: Shirley-Anne McIntyre (02) 6207 8210 shirley-anne.mcintyre@act.gov.au

**Deputy Director General**

**Mental Health Justice Health Alcohol and Drug Services**

**Child and Adolescent Mental Health**

**Perinatal Mental Health Clinician**

**Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 39651)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS), Perinatal Mental Health Consultation Service (PMHCS) provides mental health assessment, treatment and other services including support, advice and referrals for women from conception to 12 months after giving birth experiencing moderate to severe mental health issues. The role will require the team member to provide triage, assessment and clinical intervention to Perinatal women and their family, experiencing mental health issues. The role will also require the individual to undertake professional development and supervision, provide support to the Health Professional Level 1 (HP1), participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia and must hold a current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA); must hold a current driver's licence and approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. For Social Work: Degree in Social Work and eligibility for membership of the Australian Association of Social Workers. Desirable: Minimum of one year post qualification and experience in working with children and young people. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; if practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position



will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any offer of employment being made and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a permanent part-time position available at 22:03 hours per week and the full-time salary noted above will be paid pro-rata. The successful candidate will be required to be available to work within all program areas of CAMHS as service needs arise and be available for weekend and on call work when necessary. Selection may be based on application and referee reports only. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Bridget Dillon (02) 6205 1469 [bridget.dillon@act.gov.au](mailto:bridget.dillon@act.gov.au)

**Canberra Hospital and Health Services  
Mental Health Justice Health Alcohol and Drug Services  
Adult Community and Older Persons  
Administrative Officer**

**Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 19970)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people and families and carers involved in our service is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: The current position is based in the City Mental Health Team but provides relief support for administration services across the Adult Community Mental Health Services, a multidisciplinary team that is part of Adult Community Mental Health Services. Adult Community Mental Health Services provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT, with a strong focus on the provision of timely and effective mental health interventions.

Eligibility/Other Requirements: Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Zoe Pope 0466 518 813 [zoe.pope@act.gov.au](mailto:zoe.pope@act.gov.au)

**Canberra Hospital and Health Services  
Mental Health Justice Health Alcohol and Drug Services  
Rehabilitation Aged and Community Care**

**Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 26512)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services; Adult Mental Health Services;

Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services.

Overview of the work area and position: Brian Hennessy Rehabilitation Centre (BHRC) is a 30 bed, mental health rehabilitation facility that provides individualised care, based on recovery principles, to consumers with moderate to severe mental illness. The service aims to provide collaborative care involving the consumer, their carers and other key services whilst utilising evidence based interventions within a rehabilitation context and with a recovery focus. The interventions offered in this setting are aimed toward consumers achieving independent living skills, improved mental health and integration back into the community. Where possible, BHRC accesses services in the community rather than in-house programs in accordance with rehabilitation principles. The Centre offers 24hr care and support and staff work a rotating roster. Staff are required to undertake mandatory training to promote quality service delivery.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Desirable: Knowledge of, and experience of, working with people living with a mental illness and medication endorsed. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position available for a period of six months.

Contact Officer: Susan Jacques (02) 6205 1222 susan.jacques@act.gov.au

### **Canberra Hospital and Health Services**

#### **Mental Health Justice Health Alcohol and Drug Services**

#### **Justice Health**

#### **Allied Health Assistant 2 \$50,040 - \$57,369, Canberra (PN: 37464, several)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Dhulwa Mental Health Unit (DMHU) is part of the Mental Health, Justice Health, Alcohol and Drug Services Division which is a contemporary evidence-based service providing high quality mental health care that is guided by principles of Recovery. The service aims to provide collaborative care involving the consumer, their family/carers and other key services. In this position the Allied Health Assistant Level 2 (AHA2) as a member of the DMHU team will provide, under minimal supervision, quality services to assist the Allied health team to promote sound outcomes for people within a therapeutic secure environment. All staff of the DMHU are required to undertake professional development activities, and participate in supervision, quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: Relevant Certificate IV or equivalent qualification. Desirable: Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: These are temporary positions available for six months with the possibility of extension and/or permanency. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Gillian Sharp (02) 6207 9326 gillian.sharp@act.gov.au

### **Deputy Director General**

#### **Mental Health Justice Health Alcohol and Drug Services**

#### **Justice Health**

**Allied Health Assistant 2 \$50,040 - \$57,369, Canberra (PN: 37463)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Dhulwa Mental Health Unit (DMHU) is part of the Mental Health, Justice Health, Alcohol and Drug Services Division which is a contemporary evidence-based service providing high quality mental health care that is guided by principles of Recovery. The service aims to provide collaborative care involving the consumer, their family/carers and other key services. In this position the Allied Health Assistant Level 2 (AHA 2) as a member of the DMHU team will provide, under minimal supervision, quality services to assist the Allied health team to promote sound outcomes for people within a therapeutic secure environment. All staff of the DMHU are required to undertake professional development activities, and participate in supervision, quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: Relevant Certificate IV or equivalent qualifications.

Desirable: Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Gillian Sharp (02) 6207 9326 gillian.sharp@act.gov.au

**Deputy Director General**

**Mental Health Justice Health Alcohol and Drug Services**

**Adult Community and Older Persons**

**Clinical Manager**

**Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 26396)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people who use the service, including families and carers, is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services. Overview of the work area and position: Adult Community Mental Health Teams are contemporary evidence-based services providing high quality community based mental health care that is guided by the principles of Recovery. The services aim to provide collaborative care involving the people, their carers and other key services that access the service. At this level, it is expected that you will provide high quality clinical interventions, care and to achieve of positive outcomes for people. It is an expectation that you will contribute your expertise to the multidisciplinary team; provide supervision to staff at the Registered Nurse 1 and 2 Levels as well as students. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. The position is supported by a cohesive multi-disciplinary team of Nurses,

Psychologists, Occupational Therapists, Social Workers, Recovery Support Officers, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); more than 12 months nursing experience in a mental health services, and strong understanding of adult community mental health services. Desirable: Approved tertiary qualifications or equivalent in nursing; Post Graduate Qualification in Mental Health Nursing or working towards such, and current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Lisa Hawke (02) 6205 1338 lisa.hawke@act.gov.au

## **Corporate**

### **Deputy Director General**

#### **Canberra Prevocational Management Committee**

### **Education Officer**

#### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 38541)**

Gazetted: 14 December 2017

Closing Date: 11 January 2018

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Canberra Region Medical Education Council (CRMEC) is a Ministerial Management Council established by the Minister for Health. To perform accreditation of the intern training program within the ACT and linked regional networks and provide expertise on education, training and welfare for junior medical doctors. Under broad direction, you will play a role in administering the education program delivered by the CRMEC to improve the quality of junior medical officer supervision in the ACT and linked regional network, as well as undertaking office administration. The successful applicant will be proactive, flexible, adaptive and comfortable with a changing working environment.

Eligibility/Other Requirements: Desirable: An understanding and experience of medical education in a health setting. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a permanent part-time position available at 15:00 hours per week and the full-time salary noted above will be paid pro-rata. Some out of business hours work will be required to attend education events/meetings.

Contact Officer: Emily Haesler (02) 6205 9852 emily.haesler@act.gov.au

## **Office of Director General**

### **Office of the Director General**

#### **Ministerial and Cabinet Services**

### **Assembly Liaison Officer**

#### **Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 36820)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health partners with the community and consumers

for better health outcomes by: Delivering patient and family-centred care; strengthening partnerships; promoting good health and wellbeing; improving access to appropriate health care, and having robust safety and quality systems. Overview of the work area and position: Ministerial and Government Services Unit provides operational and strategic support to the Minister for Health and Wellbeing, the Minister for Mental Health, Director-General, and ACT Health staff on cabinet, assembly, ministerial and legislative matters. This also includes the coordination of ACT Health advice to other Government Directorates as required. The team also provides support services to Australian Health Ministers' Advisory Council and COAG Health Council and administers Freedom of Information requests. As a member of the Ministerial and Government Services team, you will manage, coordinate and develop comprehensive services for ACT Health's Legislative Assembly liaison functions. An opportunity is available for Assembly Liaison Officer in the Ministerial and Government Services Team. This person will be responsible for the management and co-ordination of ACT Health's Legislative Assembly program and business. The successful applicant will provide strategic and timely advice to key stakeholders on Legislative Assembly business as well as relevant policy issues. This includes application of relevant guidelines in preparation of Assembly documentation. The successful applicant will be expected to work effectively in a busy environment with demonstrated ability to set priorities and manage a diverse range of duties. A comprehensive knowledge, or experience with ACT Legislative Assembly and Cabinet processes, machinery of Government and ACT Health would be an advantage. Eligibility/Other Requirements: Desirable: A comprehensive knowledge and understanding of the ACT Legislative Assembly, Cabinet and legislative frameworks and processes. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position available for 12 months with the possibility of extension.

Contact Officer: Jackie Andersen (02) 6205 0829 jackie.andersen@act.gov.au

**Deputy Director General Corporate**

**Business and Infrastructure**

**Client Services, Security and Emergency**

**Critical Systems and Infrastructure Support Officer**

**Senior Information Technology Officer Grade C \$100,462 - \$108,140, Canberra (PN: 15675)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Digital Solutions Division is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities. The Digital Solutions Division is responsible for the: Development, implementation and support of the Digital Health Strategy; Management of technology services and coordination of technology projects; Management of the relationship and service delivery by Health Directorate technology vendors; Development, implementation and maintenance of technology policies and procedure; Ensuring Health Directorate information security. Overview of the work area and position. The Technology Operations Branch is responsible for the delivery of technology services (including devices, computers, infrastructure and applications) to the Health Directorate, our patients, stakeholders and partners. The Branch is responsible for all technology operational matters across the Directorate and works closely with our Shared Services Information and Communication Technology (ICT) partner, technology vendors and subject matter experts to deliver high quality technology services on a 24/7 basis to support the Health Directorate's operations. The Technology portfolio encompasses all manner of technology from equipment that monitors and treats patients in real-time through to clinical business applications, critical communications and infrastructure to standard end-user equipment and services such as telephony and standard administrative computing applications and hardware.

Eligibility/Other Requirements: Desirable: Minimum of five years of experience in a technical service-oriented role; and professional membership of the Australian Computer Society (ACS) including an assessment at a level of 'Certified Technologist' or higher; or the ability to obtain such membership and certification level prior to commencing in the role; tertiary qualifications in Engineering or ICT; experience in and/or knowledge of the health environment including an understanding of public hospital systems and environment; and demonstrated knowledge of Information Technology Infrastructure Library (ITIL) processes. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This position will be required to participate in an out-of-hours on-call roster. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Kevin Landale (02) 6207 1759 kevin.landale@act.gov.au

**Corporate**

**Financial Management**

**Corporate and Business Development**

**Business Analyst**

**Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 20163)**

Gazetted: 14 December 2017

Closing Date: 28 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Finance Transformation unit within the Strategic Finance Branch, acts as a proactive strategic business partner and is responsible for driving transformation, innovation and efficiencies across the ACT Health Directorate. This Business Analyst position reports directly to the Manager, Finance Transformation and is primarily responsible for driving and supporting the implementation and ongoing development of business efficiency and strategic finance change and innovation across the ACT Health Directorate.

Eligibility/Other Requirements: Desirable: A degree or diploma from an Australian tertiary institution, or a comparable overseas qualification, in Commerce, Accounting, Business, or other relevant discipline or currently working towards qualification; relevant experience in a hospital or health-care setting; experience in developing and writing policy, guidelines and briefs for senior executive; advanced user of Microsoft Office, in particular Excel, Project and Visio; experience working in project teams, particularly with reform projects. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Jarrad Nuss (02) 6207 2240 jarrad.nuss@act.gov.au

**Canberra Hospital and Health Services**

**Cancer Ambulatory and Community Health Support**

**Cancer Nursing**

**Personal Care Worker**

**Assistant in Nursing \$48,888 - \$50,543, Canberra (PN: 36339)**

Gazetted: 14 December 2017

Closing Date: 21 December 2017

Details: About Us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: 4A/14B is looking for a caring, compassionate Assistant in Nursing to work across both inpatient wards. You will be working closely with patients and families through their journey with cancer and will need to be proactive in patient centred care. You will need to bring to the role a high level of communication skills and life experience.

Eligibility/Other Requirements: Mandatory: Certificate III in Health Services Assistance or recognized equivalent (for example working towards Diploma in Nursing or Bachelor of Nursing) Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the Working with Vulnerable People (Background Checking) Act 2011 and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Susan Langdon (02) 6244 3396 susan.langdon@act.gov.au

**Justice and Community Safety**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>**

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

**ACT Human Rights Commission**

**Discrimination, Health, Disability and Community Services Commissioner  
Discrimination, Health, Disability and Community Services Commissioner  
Senior Intake and Review Officer**

**Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 09944)**

Gazetted: 12 December 2017

Closing Date: 11 January 2018

Details: The ACT Human Rights Commission seeks to fill a temporary, full-time position within the Health, Discrimination, Disability and Community Services Commissioner's complaints team. The Commission is looking for an analytical, solutions-focused and resilient person to be responsible for providing information and advice to members of the public about rights, responsibilities and complaint handling options in the areas of discrimination, health services, disability and community services and children and young people. The person will also be responsible for managing a caseload of complex complaints, including investigation and dispute resolution in the above areas and undertaking policy and project tasks and community education and engagement as required. The ACT Human Rights Commission recruits for diversity. Aboriginal and Torres Strait Islander People and people with a disability are encouraged to apply. If you are a person with a disability and would like assistance to apply for this position please contact the contact officer for this position.

Eligibility/Other Requirements: Appropriate tertiary qualifications in health or law would be an advantage.

Note: This is a temporary position available for six months with the possibility of extension.

How to Apply: A response should be made to each individually numbered Selection Criteria, which are listed in order of importance. Examples are included to assist applicants to address the selection criteria. Please limit your response to a maximum of two pages in total.

Contact Officer: Alison Murley (02) 6205 4102 [alison.murley@act.gov.au](mailto:alison.murley@act.gov.au)

**ACT Courts and Tribunal**

**ACT Civil and Administrative Tribunal**

**Registry Support Officer**

**Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 45895, several)**

Gazetted: 13 December 2017

Closing Date: 27 December 2017

Details: The ACT Law Courts and Tribunal Administration is seeking enthusiastic and energetic people to undertake the role of Registry Support Officer within the ACT Civil and Administrative Tribunal (ACAT). The successful applicants must be flexible, have good client service and communication skills, be able to work under pressure as a member of a team and meet deadlines. Responsibilities include: assisting in controlling the workflow of the unit, checking and processing documentation provided under appropriate legislation and practice directions, assisting clients to access tribunal services, including via email, phone and over the ACAT counter, working collegiately with other team members across the ACAT and exercising an appointment of a Deputy Registrar as required.

Note: This is a generic position and successful applicants may be placed in any vacant Registry Support Officer position within the ACAT Registry. The order of merit established for this position may be used to fill other similar permanent or temporary positions in the ACAT Registry over the next 12 months.

Contact Officer: Brenton Hutchison (02) 6207 1438 [brenton.hutchison@act.gov.au](mailto:brenton.hutchison@act.gov.au)

**ACT Emergency Services Agency**

**Commissioner's Office**

**Manager, ESA Programmes**

**Senior Officer Grade A \$137,415, Canberra (PN: 24407)**

Gazetted: 13 December 2017

Closing Date: 4 January 2018

Details: ACT Emergency Services Agency (ESA) are seeking a highly organised, self-motivated and experienced programme management professional to fill the role of Manager, ESA Programmes within the ESA Commissioner's Office. Under the limited direction of the ESA Commissioner, the Manager, ESA Programmes will work closely with the ESA Executive Leadership Group (Project Executives) and ESA Project Managers to lead the coordinated management, direction and implementation of ESA programmes. To be successful in this role, you will be experienced in managing strategic programmes, supporting change and partnering with Executive-level managers to ensure the efficient delivery identified benefits. You will have a demonstrated ability to interpret and implement expectations in a Government environment, a strong eye for detail, and communication skills of the

highest order. You will understand the importance of best practice programme management and ensuring ESA's programme governance mechanisms and programme management methodologies continue to deliver lasting change and improvements. If this sounds like you, and you are a dedicated team player with strong communication skills, we would like to hear from you.

Contact Officer: Dominic Lane (02) 6207 8383 dominic.lane@act.gov.au

### **Emergency Services Agency**

#### **Governance and Logistics**

#### **Governance and Business Services**

#### **Manager, Governance and Business Services**

#### **Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 22586)**

Gazetted: 12 December 2017

Closing Date: 19 December 2017

Details: Applications are being sought from suitably experienced candidates to work in the ACT Emergency Services Agency's Governance and Logistics Team as Manager, Governance and Logistics. This role would suit an enthusiastic, highly professional person who enjoys the challenge of working within a busy team. The successful officer will work within the Governance and Logistics team at the ACT Emergency Services Agency's Headquarters in Fairbairn for the period and will be entitled to the conditions within the ACT Public Sector ACT Administrative and Related classifications Enterprise Agreement 2013-2017. Under the direction of the Executive Officer and Director of Governance and Logistics, the suitable candidate will undertake the following duties and responsibilities: Management of staff and processes within the Governance and Business Services team; strategic planning and direction for business unit activities; coordination of Risk, Audit, Planning and other complex project work for the ESA; management of ESA's strategic procurement oversight; business analysis and coordination of the ESA's internal and external activity, performance and annual reporting requirements; identification, planning, promotion and implementation of innovative governance improvements and business solutions; provision of assistance to ESA executives and other senior stakeholders to ensure achievement of strategic objectives.

Note: This is a temporary position available for a period of six months with the possibility of extension and/or permanency.

Contact Officer: Amanda Casimir (02) 6205 0669 amanda.casimir@act.gov.au

### **Transport Canberra and City Services**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>**

**Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

#### **City Services**

#### **ACT NOWaste**

#### **Waste Regulation**

#### **Compliance Monitoring Officer**

#### **Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39236)**

Gazetted: 12 December 2017

Closing Date: 4 January 2018

Details: The Waste Regulation Team has responsibility for administering the *Waste Management and Resource Recovery Act 2016* (the Act) which commenced 1 July 2017 with the aim of increasing recycling and recovery, reducing landfilling, and driving innovation and investment in the waste industry. The Act provides the legislative basis for the delivery of a number of key Government initiatives, including a Container Deposit Scheme (CDS). We are looking for someone with a broad regulatory background to ensure the effective and successful implementation of the CDS in the Territory. The Compliance Monitoring Officer will monitor and audit to ensure that the scheme operates in accordance with the Act, respond to any non-compliance, negotiate and liaise extensively across the regulated community, and manage and maintain contracts and agreements between the Territory and service providers. To be competitive, you must be capable of working on a variety of tasks simultaneously, and be flexible and adaptable to respond to changing priorities. The successful applicant must be eligible for appointment as an Authorised Person under the Act. For further information please consult the position description.



Note: This position is being advertised as temporary until 30 June 2018, with the possibility of permanency pending finalisation of funding arrangements under the CDS. Applicants should prepare a maximum two-page response against the selection criteria. Selection may be based on application and referees only. A merit list may be established through this process to be used to fill future vacancies.

Contact Officer: Alex Taylor (02) 6207 3468 alex.taylor@act.gov.au

**City Services**

**Roads ACT**

**City Services**

**Libraries ACT**

**Public Libraries**

**Collections and Content Manager**

**Senior Professional Officer Grade C \$100,462 - \$108,140, Canberra (PN: 46029)**

Gazetted: 07 December 2017

Closing Date: 26 December 2017

Details: Do you love books and information in all their formats? Are you someone who knows what is popular and trending as well as literary excellence? Can you discuss publishing and libraries with ease? Would you like the challenge of increasing use of the library? Libraries ACT is looking for an experienced librarian to manage the strategic direction and develop its collections and content, ensuring they meet the needs of the Canberra community. The successful applicant will be a proactive and innovative leader with demonstrated knowledge and interest in reading, literacy, and lifelong learning. They will be confident in using technology, managing people, budgets and contracts, and be able to analyse, anticipate, and recommend service contract and policy improvements.

Eligibility/Other Requirements: Recognised tertiary qualifications (undergraduate or postgraduate) in library and information studies, or its equivalent, eligible for Associate membership of the Australian Library and Information Association. Willingness to work at any Libraries ACT location. Willingness to wear a uniform and abide by the dress code. Ability to meet the physical requirements of this role. Willingness to work occasional evenings or weekends if required. Candidates selected for interview are required to undertake a short survey prior to interview that provides feedback to the panel on the candidate's judgement.

Contact Officer: Sarah Steed 62075156 sarah.steed@act.gov.au

Applicants should note that a Joint Selection Committee (JSC) established in accordance with the collective/enterprise agreement provisions will assess all applications for this position.

**APPOINTMENTS**

**Chief Minister, Treasury and Economic Development**

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Justin Black 853-74713, Section 68(1), 18 December 2017

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Luke Collins 853-74721, Section 68(1), 18 December 2017

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Lisa Marie Donnelly 853-74748, Section 68(1), 18 December 2017

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Tatiana Mironova 853-74756, Section 68(1), 18 December 2017

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Laura Murray 853-74764, Section 68(1), 18 December 2017

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Belinda Marie Raczkowski 853-74705, Section 68(1), 18 December 2017

**Senior Officer Grade A \$\$137,415**

Daniel Riley 853-75281, Section 68(1), 18 December 2017

**Senior Officer Grade C \$\$100,462 - \$108,140**

Chaitali Shah 847-02543, Section 68(1), 7 December 2017

**Senior Officer Grade A \$\$137,415**

Helen Stokes 327-26017, Section 68(1), 18 December 2017

**Community Services**

**Administrative Services Officer Class 6 \$\$79,824 - \$91,356**

Diana Labiris 853-64988, Section 68(1), 13 December 2017

**Education**

**School Assistant 2 \$\$45,058 - \$49,757**

Morgan Ann Galbraith-Hamilton 848-91903, Section 68(1), 8 December 2017

**Health**

**Administrative Services Officer Class 3 \$\$60,039 - \$64,616**

Nicole Abrams 853-51829, Section 68(1), 27 November 2017

**Health Professional Level 2 \$\$61,784 - \$84,816**

Timothy Bear 850-43084, Section 68(1), 14 December 2017

**Health Professional Level 2 \$\$61,784 - \$84,816**

Alexandra Cobb 847-00791, Section 68(1), 16 January 2018

**Senior Officer Grade A \$\$137,415**

Katharine Dennis 853-75126, Section 68(1), 2 January 2018

**Administrative Services Officer Class 4 \$\$66,656 - \$72,175**

Hannah Flaherty 836-56100, Section 68(1), 14 December 2017

**Health Professional Level 2 \$\$61,784 - \$84,816**

Angela Freeman 847-03028, Section 68(1), 7 December 2017

**Registered Nurse Level 1 \$\$63,548 - \$84,888**

Tamason Gee 850-41898, Section 68(1), 5 December 2017

**Registered Nurse Level 1 \$\$63,548 - \$84,888**

Charlotte Gerardo 847-03255, Section 68(1), 5 December 2017

**Registered Nurse Level 1 \$\$63,548 - \$84,888**

Emily Hedley 848-21243, Section 68(1), 14 December 2017

**Registered Nurse Level 1 \$\$63,548 - \$84,888**

Caitlin Kellow 848-84594, Section 68(1), 22 February 2018

**Health Professional Level 2 \$\$61,784 - \$84,816**

Isaac Knott 847-04020, Section 68(1), 6 February 2018

**Health Professional Level 2 \$61,784 - \$84,816**

Caroline Lansley 853-75409, Section 68(1), 18 December 2017

**Health Service Officer Level 4 \$49,958 - \$51,869**

Jacob Maddison 843-91888, Section 68(1), 14 December 2017

**Enrolled Nurse Level 1 \$57,635 - \$61,578**

Brodie Mason 846-98767, Section 68(1), 5 December 2017

**Registered Nurse Level 1 \$63,548 - \$84,888**

Jerin Mathaikutty 853-51335, Section 68(1), 6 December 2017

**Health Professional Level 2 \$61,784 - \$84,816**

Caitlin McGill 847-01639, Section 68(1), 14 December 2017

**Administrative Services Officer Class 4 \$66,656 - \$72,175**

Alice Ringland 846-99671, Section 68(1), 22 December 2017

**Registered Nurse Level 1 \$63,548 - \$84,888**

Anu Saji Philip 848-84252, Section 68(1), 5 December 2017

**Registered Nurse Level 1 \$63,548 - \$84,888**

Melissa Stensholt 848-85239, Section 68(1), 22 February 2018

**Enrolled Nurse Level 1 \$57,635 - \$61,578**

Brooke Thompson 845-02664, Section 68(1), 5 April 2018

**Justice and Community Safety**

**Administrative Services Officer Class 5 \$74,081 - \$78,415**

Matthew Bower 846-90984, Section 68(1), 6 December 2017

**Correctional Officer Class 1 \$60,694 - \$72,377**

Michael Brophy 853-71870, Section 68(1), 12 December 2017

**Ambulance Paramedic \$70,647 - \$79,475 plus penalties**

Rhiannon Davies 853-74895, Section 68(1), 11 December 2017

**Correctional Officer Class 1 \$60,694 - \$72,377**

Danielle Edward 853-72187, Section 68(1), 12 December 2017

**Correctional Officer Class 1 \$60,694 - \$72,377**

Christopher Laros 853-71846, Section 68(1), 12 December 2017

**Ambulance Paramedic \$70,647 - \$79,475 plus penalties**

Howard Luu 853-74836, Section 68(1), 11 December 2017

**Senior Officer Grade A \$137,415**

Timothy Andrew Rust 853-74350, Section 68(1), 4 December 2017

**Correctional Officer Class 1 \$60,694 - \$72,377**

Steven Rutter 853-72101, Section 68(1), 12 December 2017

**Administrative Services Officer Class 4 \$66,656 - \$72,175**

James Silcock 853-55264, Section 68(1), 7 December 2017

**Correctional Officer Class 1 \$60,694 - \$72,377**

Nicole Stoka 853-71803, Section 68(1), 12 December 2017

**Ambulance Paramedic \$70,647 - \$79,475 plus penalties**

Mark Strickland 853-74844, Section 68(1), 11 December 2017

**Administrative Services Officer Class 3 \$60,039 - \$64,616**

Ieuan Wilson 853-73948, Section 68(1), 18 December 2017

**Transport Canberra and City Services**

**Bus Operator - Training \$66,212**

David Breynard 853-74334, Section 68(1), 8 December 2017

**Bus Operator - Training \$66,212**

Stephen Cooke 853-74289, Section 68(1), 8 December 2017

**General Service Officer Level 3/4 \$47,087 - \$51,420**

Joshua Drew 853-30323, Section 68(1), 11 December 2017

**General Service Officer Level 3/4 \$47,087 - \$51,420**

Christopher Fleming 853-41604, Section 68(1), 11 December 2017

**Bus Operator - Training \$66,212**

Giuseppe Gelonesi 853-74262, Section 68(1), 8 December 2017

**General Service Officer Level 5/6 \$52,198 - \$57,445**

David Griffin 853-75038, Section 68(1), 11 December 2017

**Technical Officer Level 2 \$59,230 - \$67,825**

Cameron Haas 853-74983, Section 68(1), 11 December 2017

**Bus Operator - Training \$66,212**

Christopher Keenan 853-74326, Section 68(1), 8 December 2017

**General Service Officer Level 3/4 \$47,087 - \$51,420**

Kevin Olsson 853-30331, Section 68(1), 11 December 2017

**Bus Operator - Training \$66,212**

Stephen Reeves 853-74318, Section 68(1), 8 December 2017

**Bus Operator - Training \$66,212**

Dorothy Robson 853-74297, Section 68(1), 8 December 2017

**Bus Operator - Training \$66,212**

Gaurav Sharma 853-74254, Section 68(1), 8 December 2017

**Bus Operator - Training \$66,212**

Sarabjeet Singh 853-74270, Section 68(1), 8 December 2017

**General Service Officer Level 3/4 \$47,087 - \$51,420**

Gavin Stewart 853-99126, Section 68(1), 11 December 2017

**Bus Operator - Training \$66,212**

Faizan Syed 853-74342, Section 68(1), 8 December 2017

**General Service Officer Level 3/4 \$47,087 - \$51,420**

Brett Whalan 853-74975, Section 68(1), 11 December 2017

**TRANSFERS**

**Health**

**Jessica Forshaw: 847-03263**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Health

To: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Health, Canberra (PN. 29001) (Gazetted 3 August 2017)

**Mwanangwa Mpasu: 771-93939**

From: Registered Nurse Level 2 \$88,249  
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533  
Health, Canberra (PN. 22734) (Gazetted 22 June 2017)

**Emma Whipp: 827-21716**

From: Registered Nurse Level 2 \$88,249  
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533  
Health, Canberra (PN. 22677) (Gazetted 12 October 2017)

**PROMOTIONS**

**Canberra Institute of Technology**

**Student and Academic Services**

**Student Services**

**Amelia Scicluna: 739-83343**

From: Teacher Level 1 \$70,519 - \$94,094  
Canberra Institute of Technology

To: †Senior Information Technology Officer Grade C \$100,462 - \$108,140  
Canberra Institute of Technology, Canberra (PN. 19509) (Gazetted 26 October 2017)

**Chief Minister, Treasury and Economic Development**

**Workplace Safety and Industrial Relations**

**Regulatory Policy**

**Ellen Clare Lukins: 787-13860**

From: Senior Officer Grade C \$100,462 - \$108,140  
Chief Minister Treasury and Economic Development Directorate

To: †Senior Officer Grade B \$118,319 - \$133,197  
Chief Minister, Treasury and Economic Development, Canberra (PN. 31028) (Gazetted 13 December 2016)

**Workplace Safety and Industrial Relations**

**Regulatory Policy**

**Bronwyn Meredith Meek: 827-38278**

From: Senior Officer Grade C \$100,462 - \$108,140  
Chief Minister, Treasury and Economic Development  
To: †Senior Officer Grade B \$118,319 - \$133,197  
Chief Minister, Treasury and Economic Development, Canberra (PN. 38428) (Gazetted 13 December 2016)

### **Community Services**

#### **Inclusion and Participation**

##### **Community Services Industry Relationship and Reform**

##### **Service Funding Support**

##### **Ryan Robert McLaughlan: 844-76558**

From: Administrative Services Officer Class 5 \$74,081 - \$78,415  
Community Services  
To: Administrative Services Officer Class 6 \$79,824 - \$91,356  
Community Services, Canberra (PN. 10685) (Gazetted 4 October 2017)

#### **Corporate Services**

##### **People Management**

##### **Craig Rose: 844-03447**

From: Senior Officer Grade B \$118,319 - \$133,197  
Community Services  
To: †Senior Officer Grade A \$137,415  
Community Services, Canberra (PN. 38435) (Gazetted 22 November 2016)

### **Education**

#### **System Policy and Reform**

##### **Early Childhood Policy and Regulation**

##### **Sybilla Rose Meeth: 844-75395**

From: Senior Officer Grade C \$100,462 - \$108,140  
Education  
To: †Senior Officer Grade B \$118,319 - \$133,197  
Education, Canberra (PN. 38555) (Gazetted 22 September 2017)

#### **Office for Schools**

##### **North and Gungahlin Network**

##### **Dickson College**

##### **Craig Osteraas: 843-38526**

From: General Service Officer Level 6 \$54,949 - \$57,445  
Education  
To: General Service Officer Level 8 \$64,188 - \$67,825  
Education, Canberra (PN. 39252) (Gazetted 7 November 2017)

### **Environment, Planning and Sustainable Development**

#### **Environment**

##### **ACT Parks and Conservation**

##### **Urban Reserves**

##### **Iain Campbell-Smith: 836-11463**

From: General Service Officer Level 5/6 \$52,198 - \$57,445  
Environment, Planning and Sustainable Development  
To: †General Service Officer Level 9 \$69,148 - \$78,145  
Environment, Planning and Sustainable Development, Canberra (PN. 37801) (Gazetted 28 September 2017)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Office of the Director-General**

**Alexandra Magee: 817-52297**

From: Senior Officer Grade C \$100,462 - \$108,140

Environment, Planning and Sustainable Development

To: †Senior Officer Grade A \$137,415

Environment, Planning and Sustainable Development, Canberra (PN. 33922) (Gazetted 8 November 2017)

**Health**

**Corporate**

**Strategic Finance**

**Brendan Hall: 825-46997**

From: Senior Officer Grade C \$100,462 - \$108,140

Health

To: †Senior Officer Grade B \$118,319 - \$133,197

Health, Canberra (PN. 11189) (Gazetted )

**Rohan Schlesinger: 846-99276**

From: Health Professional Level 2 \$61,784 - \$84,816

Health

To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)

Health, Canberra (PN. 37046) (Gazetted 10 August 2017)

**Canberra Hospital and Health**

**Mental Health, Justice Health, Alcohol and Drug Services**

**Adult Community Health**

**Kira Spriggs: 786-44586**

From: Registered Nurse Level 1 \$63,548 - \$84,888

Health

To: Registered Midwife Level 2 \$88,249 - \$93,533

Health, Canberra (PN. 19762) (Gazetted 7 September 2017)

**Medicine**

**Ambulatory Care**

**Xia Wang: 607-97058**

From: Registered Nurse Level 2 \$88,249 - \$93,533

Health

To: †Registered Nurse Level 3.1 \$101,175 - \$105,339

Health, Canberra (PN. 11913) (Gazetted 19 October 2017)

**Justice and Community Safety**

**Human Rights Commission**

**Corporate Services**

**President**

**Kumudini Kulatunga: 827-5026**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356

Justice and Community Safety

To: †Senior Officer Grade C \$100,462 - \$108,140

Justice and Community Safety, Canberra (PN. 31882) (Gazetted 26 October 2017)

**Transport Canberra and City Services**

**City Services**

**ACT NOWaste**

**Assets and Landfill Operations**

**Anthony Haraldson: 843-9835**

From: Senior Officer Grade C \$100,462 - \$108,140

Transport Canberra and City Services

To: †Senior Officer Grade B \$118,319 - \$133,197

Transport Canberra and City Services, Canberra (PN. 10985) (Gazetted 11 December 2017)