



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 21 February 2013**

## **VACANCIES**

### **Calvary Health Care ACT (Public)**

#### **Medical Services**

##### **Registrar**

##### **Surgical Specialists**

##### **Plastic Surgery Registrar**

**Registrar \$88,179 - \$124,330, Canberra (PN: 7817)**

Gazetted: 21 February 2013

Closing Date: 15 March 2013

A fully accredited hospital located in a beautiful bushland setting 6km north of the Canberra CBD, Calvary enjoys a reputation in the community for exemplary care. It is a modern healthcare service with its centrepiece being a 250-bed public general and teaching hospital, associated with The Australian Catholic University, the Australian National University and the University of Canberra. Calvary continues to grow and develop as we improve our services today and prepare for the services of tomorrow. The hospital is scheduled to increase by 200 beds with a new ED in the planning stages. Calvary provides acute medical care, with support from a busy Emergency Department, and 24-hour ICU/CCU, anaesthetic, surgical and medical cover. With the growth and demand on plastic services in the Territory, Calvary is seeking a Plastic Surgery Registrar to assist our Plastic Surgery Consultants, including maxillofacial and ENT as required. This is a non-accredited position, and will require some emergency on-call hours at The Canberra Hospital. Applicants with some experience are encouraged to apply. Calvary Health Care ACT is located close to the heart of the city, with quality schools, universities, and excellent sporting and recreational facilities close to hand. Ski fields and the South Coast are in easy driving distance.

For further enquires please contact: Dr John Vinen, Acting Director Medical Services on (02) 6201 6592

Eligibility/Other Requirements: Selection Criteria

Contact Officer: Dr John Vinen (02) 6201 6592 [john.vinen@calvary-act.com.au](mailto:john.vinen@calvary-act.com.au)

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

#### **Nursing and Midwifery**

##### **Nursing**

##### **Aged Care Rehabilitation Unit**

##### **Registered Nurse Level 2**

**Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 7595)**

Gazetted: 21 February 2013

Closing Date: 5 March 2013

Aged Care and Rehabilitation Unit Calvary Public Hospital Bruce ACT - Medical Nursing Annual Salary: \$78,157-\$82,990 + Shift Penalties. The opportunity exists for a dynamic, motivated person to fill the position of Registered Nurse Level 2 at Calvary Health Care Public Hospital Bruce. The successful applicant will have demonstrated skills and knowledge in a sub-acute facility in the area of Aged Care and Rehabilitation Nursing. The successful applicant will be contributing to the leadership team to provide excellence in nursing care to inpatients at our hospital.

Note: To complete your application you must prepare responses to the Selection Criteria as documented and attach your current CV. This process may also be used to appoint acting positions of short term leave or other positions that may become vacant in the next six months. This is a permanent position and applicants must be Australian Citizen on hold a permanent residency visa in order to be eligible to apply.

Eligibility/Other Requirements: Selection Criteria

Contact Officer: Warren Rivett, Manager Medical Wards (02) 6264 7098 [warren.rivett@calvary-act.com.au](mailto:warren.rivett@calvary-act.com.au) or Cecilia Lindner, Clinical Nurse Consultant, Ward ARCS (02) 6264 7245

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

#### **Nursing and Midwifery**

##### **Nursing**

##### **Medical Ward 5 East**

##### **Registered Nurse Level 2**

**Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 7666)**

Gazetted: 21 February 2013

Closing Date: 5 March 2013

Calvary Public Hospital Bruce ACT Annual Salary: \$78,157-\$82,990 + Shift Penalties. The opportunity exists for a dynamic, motivated person to fill the position of Registered Nurse Level 2 at Calvary Health Care Public Hospital Bruce. The successful applicant will have demonstrated skills and knowledge in Acute General Medical Nursing. The successful applicant will be contributing to the leadership team to provide excellence in nursing care to inpatients at our hospital.

Note: To complete your application you must prepare responses to the Selection Criteria as documented and attach your current CV. This process may also be used to appoint acting positions of short term leave or other positions that may become vacant in the next six months. This is a permanent position and applicants must be Australian Citizen on hold a permanent residency visa in order to be eligible to apply.

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: Greg Carroll, ADON, Medical Wards (02) 6264 7098 Merja Keski-Nummi, Clinical Nurse Consultant, Ward 5E (02) 6201 6858

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

#### **Nursing and Midwifery**

##### **Nursing**

##### **Ward 4 East**

**Registered Nurse Level 2**

**Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 7027)**

Gazetted: 21 February 2013

Closing Date: 4 March 2013

Calvary Public Hospital Bruce ACT Annual Salary: \$78,157-\$82,990 + Shift Penalties The opportunity exists for a dynamic, motivated person to fill the position of Registered Nurse Level 2 at Calvary Health Care Public Hospital Bruce. The successful applicant will have demonstrated skills and knowledge in Acute General Medical Nursing. The successful applicant will be contributing to the leadership team to provide excellence in nursing care to inpatients at our hospital.

Note: To complete your application you must prepare responses to the Selection Criteria as documented and attach your current CV. This process may also be used to appoint acting positions of short term leave or other positions that may become vacant in the next six months. This is a permanent position and applicants must be Australian Citizen on hold a permanent residency visa in order to be eligible to apply.

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: Warren Rivett (02) 6264 7098 [warren.rivett@calvary-act.com.au](mailto:warren.rivett@calvary-act.com.au) or Lucy Liu, Clinical Nurse Consultant, Ward 4E, (02) 6201 6041

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

**Nursing and Midwifery**

**Nursing**

**Medical Ward 5 West**

**Registered Nurse Level 2**

**Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 8245)**

Gazetted: 21 February 2013

Closing Date: 4 March 2013

Calvary Public Hospital Bruce ACT Annual Salary: \$78,157-\$82,990 + Shift Penalties. The opportunity exists for a dynamic, motivated person to fill the position of Registered Nurse Level 2 at Calvary Health Care Public Hospital Bruce. The successful applicant will have demonstrated skills and knowledge in Acute General Medical Nursing. The successful applicant will be contributing to the leadership team to provide excellence in nursing care to inpatients at our hospital.

Note: To complete your application you must prepare responses to the Selection Criteria as documented and attach your current CV. This process may also be used to appoint acting positions of short term leave or other positions that may become vacant in the next six months. This is a permanent position and applicants must be Australian Citizen on hold a permanent residency visa in order to be eligible to apply.

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: Warren Rivett (02) 6264 7098 [warren.rivett@calvary-act.com.au](mailto:warren.rivett@calvary-act.com.au)

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

**Chief Minister and Treasury**

**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)**

**Chief Minister and Cabinet**

**Corporate Management**

**Senior Manager Human Resources**

**Senior Officer Grade A \$123,208, Canberra (PN: 31951)**

Gazette: 22 February 2013

Closing Date: 05 March 2013

Details: Chief Minister and Treasury Directorate is seeking an experienced and dynamic HR manager to lead a small team.

Highly developed skills and experience in change management are essential.

Note: This is a temporary position available until 31 December 2013.

Contact Officer: Sue Hall (02) 6207 0569 [sue.hall@act.gov.au](mailto:sue.hall@act.gov.au)

**Commerce and Works**

**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)**

**Shared Services**

**Human Resources**

**Employee Relations and Training**

**Client Manager - Employee Relations and Training**

**Senior Officer Grade A \$123,208, Canberra (PN: 08418)**

Gazetted: 26 February 2013

Closing Date: 12 March 2013

Details: We are looking for a strong manager to lead the ACT Government's Employee Relations and Training teams. These teams deliver critical investigative and industrial functions as well as Whole of Government training opportunities for all areas of the ACT Government.

Contact Officer: Andrew Whale (02) 6205 3680 [andrew.whale@act.gov.au](mailto:andrew.whale@act.gov.au)

**Shared Services**

**Shared Services ICT**

**Business Analysis and Customer Engagement  
Engagement Manager**

**Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 16337)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: Expressions of Interest are invited for a temporary vacancy in the Business Analysis and Customer Engagement Office (BACE). The Engagement Manager oversees the delivery of consultancy services to BACE clients and is key to the day to day running, management reporting and resourcing of the business analysts from the BACE team.

Eligibility/Other Requirements: Qualifications in Business Analysis, Accounting, Economics, ICT or Project Management would be an advantage.

Notes: This is a temporary position available for 11 months with the possibility of extension. The position may be filled on the basis of application and referee reports only.

Contact Officer: Simon Bolton (02) 6207 7347 simon.bolton@act.gov.au

**Shared Services**

**Human Resources**

**Record Services**

**Senior Advisor**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 43052)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: Shared Services Records is seeking an experienced and committed Senior Advisor to provide day to day management of the Record Services team, including both file management and mailroom services. The Senior Advisor manages and/or contributes to the ongoing project schedule; stakeholder relationship management; governance; complex staffing matters and continuous improvement.

Eligibility/Other Requirements: A Negative Vet 1 (secret) clearance or the ability to obtain one within a reasonable period is mandatory.

Contact Officer: Daren Stinson (02) 6207 1195 daren.stinson@act.gov.au

**Shared Services**

**Human Resources**

**Payroll and Personnel Services**

**Team Leader - Compensation Pay Team**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 09361)**

Gazetted: 21 February 2013

Closing Date: 7 March 2013

Details: As Team Leader of the Compensation Pay Team within Payroll and Personnel, the successful applicant will lead the team responsible for providing critical services to all ACT Government Directorates. Under limited direction, the successful applicant will coordinate and manage consistent Best Practices in compensation and non compensation administration. Provide leadership that is effective and collaborative with high customer service focus.

Contact Officer: Ula Martin (02) 6205 6536 ula.martin@act.gov.au

**Shared Services ICT**

**Infrastructure Services**

**Desktop and Applications Delivery**

**Deployment Technician**

**Information Technology Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 14465)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: Successful candidate will be required to configure software packages for deployment within Microsoft SCCM and perform related activities ensuring appropriate processes are followed to achieve a quality outcome.

Eligibility/Other Requirements: Proven high level experience with application deployments in a complex ICT environment is mandatory. Demonstrated extensive knowledge and experience in Microsoft SCCM in an ICT environment and the understanding of Information technology Infrastructure Library (ITIL) framework is mandatory. Possession of, or the ability to rapidly attain, a Protected Security clearance is mandatory.

Contact Officer: Daniel Wurzer (02) 6205 2633 daniel.wurzer@act.gov.au

**Shared Services ICT**

**Operations**

**Data Centre Operations**

**Data Centre Media and Restore Supervisor**

**Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 14384)**

Gazetted: 21 February 2013

Closing Date: 28 February 2013

Details: This position provides assistance in the management of ACT Government Information Systems data, in the form of management of the media database, scheduling tape rotations, monitor and maintain resources in the Data Centre for all backups in an enterprise environment. You will ensure the timely processing of data restoration, in accordance with relevant Service Level Agreements.

Eligibility/Other Requirements: The occupant of this position is required to participate in an on-call arrangement that operates 24 x 7 days. Experience in the use of the Hewlett Packard DataProtector 5.x software application would be advantageous, but

not essential. Current driver's licence is highly desirable or the ability to obtain a licence within a reasonable period. Educational and professional qualifications checks may be undertaken prior to employment.

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

Contact Officer: Mick Hutterer (02) 6207 6972 michael.hutterer@act.gov.au

**Shared Services ICT  
Infrastructure Services  
Desktop and Applications Delivery  
Asset Coordinators**

**Information Technology Officer Class 1 \$57,004 - \$65,178, Canberra (PN: 14528, several)**

Gazetted: 25 February 2013

Closing Date: 11 March 2013

Details: Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae. Successful candidate will be required to maintain and replace hardware assets that have become, or are due, for refresh across the ACT Government.

Eligibility/Other Requirements: Demonstrated excellence in customer service and proven ability to be flexible in a range of activities is mandatory. Ability to provide high level administrative support and experience in the use of a range of business systems within an ICT environment and the proven experience to analyse data relating to ICT asset information or ability to provide advice as it related to ICT refresh data within the Information Technology Infrastructure Library (ITIL) framework is mandatory.

Contact Officer: Daniel Wurzer (02) 6205 2633 daniel.wurzer@act.gov.au

**Shared Services ICT  
Infrastructure Services  
Desktop and Applications Delivery  
Deployment Technician**

**Information Technology Officer Class 1 \$57,004 - \$65,178, Canberra (PN: 05147)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae. Successful candidate will be required to manage and oversee the ACTSOE Project and perform related activities on behalf of ACT Government directorates; ensuring that appropriate processes and resourcing are in place to achieve a quality outcome.

Eligibility/Other Requirements: Proven high level experience of Project Management in a complex ICT environment is mandatory. Demonstrated extensive knowledge and experience in the application of a recognised project management methodology in an ICT environment and the Information technology Infrastructure Library (ITIL) framework is mandatory. Possession of, or the ability to rapidly attain, a Protected Security clearance is mandatory.

Contact Officer: Daniel Wurzer (02) 6205 2633 daniel.wurzer@act.gov.au

**Shared Services ICT  
Operations  
Data Centre Operations  
Facilities Support Officer**

**Information Technology Officer Class 1 \$57,004 - \$65,178, Canberra (PN: 21577)**

Gazetted: 21 February 2013

Closing Date: 28 February 2013

Details: This position assists in the management of ACT Government Data Centres and all associated infrastructure, ensuring the timely response and rectification work of all activities. Undertake activities associated with Backup and Recovery procedures while on-call, operational and environmental checks of Data Centre Facilities. Assist in the management of off-site Uninterruptible Power Supplies (UPS) and air conditioning within all communication rooms across ACT Government.

Eligibility/Other Requirements: The occupant of this position is required to participate in an on-call arrangement that operates 24 x 7 days. Experience in the use of the following software applications would be advantageous, but not essential: Hewlett Packard Data Protector 5.x. Current driver's licence is highly desirable or the ability to obtain a licence within a reasonable period. Educational and professional qualifications checks may be undertaken prior to employment.

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

Contact Officer: Mick Hutterer (02) 6207 6972 michael.hutterer@act.gov.au

**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)**

**Deputy Director-General  
Executive Level 3.7 \$287,440 to \$304,166 depending on current superannuation arrangements, Canberra (PN: E601)**

Gazetted: 21 February 2013

Closing Date: 15 March 2013

Details: The Deputy Director-General supports the Director-General in policy formulation and strategic planning for the Directorate's functions and programs that involve complex technical and policy issues and are critical to service wide operations and government.

Note: This position attracts a remuneration package ranging from \$287,440 to \$304,166, depending on the current superannuation arrangements of the successful applicant. This includes a cash component of \$238,936. The successful applicant will be engaged under an executive contract for up to five years. Prospective applicants should be aware that individual contracts and performance agreements are tabled in the ACT Legislative Assembly.  
Contact Officer: Tricia Seanson or Karina Duffey (02) 6232 2200 [admin@execintell.com.au](mailto:admin@execintell.com.au)

### **Policy and Organisational Services**

#### **Senior Director, Governance, Advocacy and Community Policy**

#### **Executive Level 2.4 \$225,928 to \$238,800 depending on current superannuation arrangements, Canberra (PN: E602)**

Gazetted: 25 February 2013

Closing Date: 4 March 2013

Details: An opportunity exists to develop your executive and management skills and experience in a high performing policy and policy coordination area of the Directorate. Governance, Advocacy and Community Policy has seven teams and approximately 50 staff. The teams have diverse responsibilities and the common function is relationship management with the Ministers, Director-General, government and community services sector. The successful candidate needs to provide, along with a current resume, a two page expression of interest demonstrating success in managing diverse teams; interfacing with a wide range of stakeholders; and demonstrated ability in line with the ACT Government executive capabilities. Senior Managers who are interested in acting in an Executive position in the near future would need to lodge an expression of interest for this vacancy. In doing so you will be forecasting your interest or future intentions of being considered as a member of the CSD Executive team. Note: The successful applicant will be engaged under an executive contract until 15 August 2013, with the possibility of an extension. Prospective applicants should be aware that individual contracts and performance agreements are tabled in the ACT Legislative Assembly.

Contact Officer: Nic Manikis (02) 6207 9031 [nic.manikis@act.gov.au](mailto:nic.manikis@act.gov.au)

### **Cultural Facilities Corporation**

#### **Canberra Theatre Centre**

#### **Marketing**

#### **Marketing Coordinator**

#### **Administrative Services Officer Class3 \$52,818 - \$57,003, Canberra (PN: 55255)**

Gazetted: 21 February 2013

Closing Date: 7 March 2013

We are looking for a highly motivated person to join the marketing team in the position of Marketing Coordinator. The Marketing Coordinator undertakes a range of tasks in the implementation of both event-specific and venue marketing strategies. There is a particular focus on assisting the Marketing Manager with the administrative management of the marketing department, opening nights and the distribution of all hard copy marketing collateral.

Eligibility/Other Requirements: Experience in the Arts Industry is desirable. Degree or equivalent qualification in marketing is essential.

Note: One year temporary contract with the possibility of a further two years extension. Applications must address the selection criteria.

Contact Officer: Ricky Bryan 02 6243 5706 [ricky.bryan@act.gov.au](mailto:ricky.bryan@act.gov.au)

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

#### **Canberra Museum and Gallery**

#### **Visitor Services**

#### **Cafe Operator**

#### **General Service Officer 2 \$38,619 - \$40,102, Canberra (PN: 8515)**

Gazetted: 21 February 2013

Closing Date: 7 March 2013

ACT Museums and Galleries is seeking Applications from suitably experienced individuals to work as a Café Operator at Canberra Museum and Gallery as part of the Visitor Services team. The museum and gallery is located in the heart of Canberra's CBD on the corner of London Circuit and Civic Square. The Cafe opening hours are Monday to Friday from 8.00am to 3.00pm. There are also occasional weekend openings of the Café in association with events at CMAG and in the city. This role demands excellent customer service, organisation and communication skills. High quality hospitality services including the provision of food and beverage services, maintaining good food hygiene, management of a cash register and till balancing.

The successful applicant will have experience working in a café or restaurant operation, ideally in a museum or gallery environment.

Eligibility/Other Requirements: The successful applicant will have experience working in a café or restaurant operation, ideally in a museum or gallery environment. Essential: Availability on Monday to Friday and must be prepared to work some weekends and evenings is essential.

Note: This position involves physical activity, some lifting and some out-of-hours work. One year temporary contract with the possibility of a further one year extension. Interviews may not be conducted for this position, recruitment may be based on applications and referee reports only.

Contact Officer: Danyka Van Buuren (02) 6205 0584 [danyka.vanbuuren@act.gov.au](mailto:danyka.vanbuuren@act.gov.au)

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

### **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)

**Land Strategy and Finance  
Office of the Coordinator-General  
Project Officer and Executive Assistant  
Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 28009)**

Gazetted: 26 February 2013

Closing Date: 5 March 2013

Details: The Directorate is looking for an energetic and well organised person to fill this demanding and rewarding role in the Office of the Coordinator General. The work involves providing Executive Assistance support to the Executive Director, as well as working individually and in a small team on a range of projects particularly relating to the work of the Red Tape Reduction Taskforce. This work requires a high level of attention to detail in reviewing and drafting written material, high level skills in the MS Office suite of products and TRIM, and an understanding of, and commitment to, the 'no wrong door' approach to Government service provision.

Notes: This is a temporary position, available asap until 30th June 2013.

Contact Officer: Glenn Bain (02) 6207 6569 [Glenn.Bain@act.gov.au](mailto:Glenn.Bain@act.gov.au)

**Tourism, Events and Sport  
Venue and Event Services  
Events ACT  
Events Officer  
Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 15643)**

Gazetted: 21 February 2013

Closing Date: 8 March 2013

Details: Events ACT is seeking a suitable applicant who will be responsible for the development and delivery of events and launches managed by the Events and Venues team. Events ACT is responsible for coordinating, managing and delivering a range of events that are important to the city and the community including New Year's Eve celebrations, Floriade, Australia Day celebrations and the Canberra Festival.

Eligibility/Other Requirements: The position requires a current Australian driver's licence and the willingness to undertake manual handling tasks, work flexible hours and outside of normal business hours as required by events programs and activities.

Notes: This is a full time temporary position for the period of three years with the possibility of permanency at the end of this term.

Contact Officer: Jason Rose (02) 6205 0721 [jason.rose@act.gov.au](mailto:jason.rose@act.gov.au)

**Education and Training**

**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)**

**Learning, Teaching and Student Engagement  
Learning and Teaching  
Vocational Education in Schools  
Senior Manager  
Senior Officer Grade A \$123,208, Canberra (PN: 31884)**

Gazetted: 21 February 2013

Closing Date: 28 February 2013

Details: Applications are sought from a dynamic, high performing leader to join the Learning, Teaching and Student Engagement Division. As a pivotal member of the Division Leadership Team the successful applicant will lead the Vocational Education in Schools section, provide strategic advice to the Directorate Executive and undertake high level liaison, negotiation and coordination within the Directorate in the area of Vocational Education.

Eligibility/Other Requirements: This position requires extensive experience at a high level in the VET sector with detailed knowledge of the current Australian VET reform agenda.

Note: This is a temporary vacancy available until 31 December 2013 with the possibility of an extension.

Contact Officer: Stephen Gniel (02) 6205 9172 [stephen.gniel@act.gov.au](mailto:stephen.gniel@act.gov.au)

**Office for Schools  
Belconnen Network  
Canberra High School  
Executive Teacher - Technology  
School Leader C \$100,271, Canberra (PN: 02586)**

Gazetted: 21 February 2013

Closing Date: 7 March 2013

Details: As a member of the executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Provide leadership of the Technology faculty and oversight of vocational education, professional experience and Health and Safety across the school.

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school Teaching qualification. Current full Teaching Registration with the ACT Teacher Quality Institute (or eligibility for Teacher Registration with the ACT Teacher Quality Institute).

Contact Officer: Phil Beecher (02) 6205 7004 [phil.beecher@ed.act.edu.au](mailto:phil.beecher@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  
Tuggeranong Network  
Caroline Chisholm School  
Executive Teacher - Junior Campus  
School Leader C \$100,271, Canberra (PN: 33587)**

Gazetted: 21 February 2013

Closing Date: 7 March 2013

Details: As a member of the executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Wendy Wurfel (02) 6205 7277 wendy.wurfel@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  
Tuggeranong Network  
Caroline Chisholm School  
Pastoral Care Coordinator  
School Leader C \$100,271, Canberra (PN: 13054)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: As a member of the executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Lead and manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Wendy Wurfel (02) 6205 7277 wendy.wurfel@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  
Tuggeranong Network  
Namadgi School  
Executive Teacher  
School Leader C \$100,271, Canberra (PN: 20330)**

Gazetted: 25 February 2013

Closing Date: 11 March 2013

Details: As a member of the Executive Team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised School Teaching qualification. Current full Teaching registration with the ACT Teacher Quality Institute (or eligibility for Teacher registration with the ACT Teacher Quality Institute). Early Childhood qualifications highly desirable.

Contact Officer: Pam Rosser (02) 6142 0900 pam.rosser@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  
North/Gungahlin Network  
Turner School  
Executive Teacher  
School Leader C \$100,271, Canberra (PN: 03725)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: As a member of the executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of 4 years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Jo Padgham (02) 6205 6622 jo.padgham@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  
South/Weston Network**



**Teloepa Park School**  
**Executive Teacher Pastoral Care Coordinator Teloepa Park School**  
**School Leader C \$100,271, Canberra (PN: 13156)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: A Pastoral Care Coordinator is required for the secondary sector of Teloepa Park School. The applicant must demonstrate understanding of pastoral care in a multi-cultural setting. Experience of bilingual learning would be an advantage as well as a demonstrated knowledge of the International Baccalaureate's Middle Years Programme.

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Tom Kobal (02) 6205 5567 tom.kobal@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**  
**South/Weston Network**  
**Torrans Primary School**  
**Executive Teacher**  
**School Leader C \$100,271, Canberra (PN: 01951)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: As a member of the executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and school resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Rachel Matthews (02) 6205 7411 rachel.matthews@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.

**Tertiary Education and Performance**  
**Training and Tertiary Education**  
**Policy and People**  
**Project Officer**  
**Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 04069)**

Gazetted: 21 February 2013

Closing Date: 11 March 2013

Details: The Policy and People Section is seeking a suitable Project Officer. The successful applicant will provide project management and policy support, including research, analysis and policy development, relating to Vocational Education and Training (VET) in the ACT and the National Skills Reform Agenda. The successful applicant will have highly developed organisation, project management and written and oral communication skills, with parallel expertise in analysis and research.

Notes: This is a temporary position available until 6 July 2013 with the possibility of an extension.

Contact Officer: Fiona Doolan (02) 6205 7031 fiona.doolan@act.gov.au

**Corporate Services**  
**Schools Capital Works**  
**Schools Improvement**  
**Project Officer**  
**Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 31920)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: The Schools Capital Works Branch is seeking a highly suitable Project Officer. The successful applicant will provide advice and assist the Senior Project Officer with the preparation of the annual school improvement works program (to be programmed over multiple years) and strategic infrastructure plans for each school. Duties will also include: Undertaking project investigations and prepare Design Briefs, project estimates, project programmes and risk management plans and also monitoring and reporting at an individual project level the progress, financial status and risk issues for all projects and programs.

Note: This is a temporary position available until 30 June 2016 with the possibility of extension.

Contact Officer: Phillip Morton (02) 6207 6551 phillip.morton@act.gov.au

**Office For Schools**  
**Tuggeranong Network**  
**Calwell Primary School**  
**Business Manager**  
**Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 19969)**

Gazetted: 25 February 2013

Closing Date: 11 March 2013

Details: Calwell Primary School is seeking a highly motivated Business Manager to work within a busy office environment that has competing demands. The ideal candidate will have effective management skills and be able to communicate well with

peers, senior staff members and stakeholders, ensuring a high quality customer service is delivered. The Business Manager position will be responsible for providing high level support to the Principal and School Board. Duties include: developing policies and procedures relating to the management of the school; preparation of budgets; expenditure reviews, statements and monitoring of estimates and financial returns; plan, direct and supervise the overall operation of the Administration Support team, including overseeing the staffing and payments for casual employees; and management of buildings, facilities and grounds to a high level.

Eligibility/Other Requirements: First Aid qualifications, or willingness to undertake appropriate training, desirable.  
Contact Officer: Linda Neeson (02) 6205 6911 linda.neeson@ed.act.edu.au

### **Tertiary Education and Performance**

#### **Training and Tertiary Education**

#### **Business Processes and Systems**

#### **Administrative Officer**

#### **Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 00175)**

Gazetted: 21 February 2013

Closing Date: 8 March 2013

Details: Business Processes and Systems is seeking a suitable candidate to join a team providing operational, administrative and technical support to a number of Vocational Education and Training (VET) programs including the daily management of Australian Apprenticeships Training Contracts and VET program payments to Registered Training Organisations (RTOs). The successful candidate will have strong oral communication and interpersonal skills, demonstrated ability to accurately and efficiently use a range of business technologies and the ability to work under pressure, meet deadlines and consistently provide excellent customer service.

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

Contact Officer: Mary Corscadden (02) 6205 7725 mary.corscadden@act.gov.au

### **Office for Schools**

#### **North/ Gungahlin Network**

#### **Harrison School**

#### **Youth Support Worker**

#### **School Assistant 4 \$54,064 - \$58,700, Canberra (PN: 28855)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: An exciting opportunity exists at Harrison School. The successful applicant will be required to develop, implement and manage programs appropriate for young adolescents aimed at engaging them in learning and enhancing their social skills and personal development. Duties will also include assisting students to access appropriate external community-based youth support services and programs that will support school connectedness and general health and wellbeing. The applicant should possess sound knowledge and understanding of current issues affecting young people.

Eligibility/Other Requirements: Tertiary qualifications in a Youth Work or related field are desirable.

Notes: School Assistant 4s, are required to work six days (in addition to the four days Professional Learning) during stand down periods between school terms to undertake duties as directed, for example program preparation.

Contact Officer: Dennis Yarrington (02) 6142 2200 dennis.yarrington@ed.act.edu.au

### **Office For Schools**

#### **South/Weston Newtork**

#### **Stromlo High School**

#### **Youth Support Worker**

#### **School Assistant 4 \$54,064 - \$58,700, Canberra (PN: 30522)**

Gazetted: 27 February 2013

Closing Date: 6 March 2013

Details: An exciting opportunity exists at Stromlo High School. The successful applicant will be required to develop, implement and manage programs appropriate for young adolescents aimed at engaging them in learning and enhancing their social skills and personal development. Duties will also include assisting students to access appropriate external community-based youth support services and programs that will support school connectedness and general health and wellbeing. The applicant should possess sound knowledge and understanding of current issues affecting young people.

Eligibility/Other Requirements: Tertiary qualifications in a Youth Work or related field are desirable.

Notes: The position requires you to work six days (in addition to the four days Professional Learning) during stand down periods between school terms to undertake duties as directed, for example program preparation.

Contact Officer: Michael Kindler (02) 6205 6166 michael.kindler@act.gov.au

### **Tertiary Education and Performance**

#### **Training and Tertiary Education**

#### **Business Processes and Systems**

#### **Administration Officer**

#### **Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 02409)**

Gazetted: 25 February 2013

Closing Date: 4 March 2013

Details: Business Processes and Systems section is seeking a suitable Administration Officer. The successful applicant will liaise with stakeholders on the administration of the Vocational Education Training (VET) system in the ACT and also assist with drafting documents including web based information and internal communications.

Note: This is a temporary position available asap for a period of 6 months, with the possibility of an extension.

Contact Officer: Mary Corscadden (02) 6205 7725 mary.corscadden@act.gov.au

**Office for Schools  
Belconnen Network  
Kingsford Smith School  
Preschool Assistant**

**School Assistant 2 \$39,431 - \$43,728, Canberra (PN: 15964)**

Gazetted: 25 February 2013

Closing Date: 4 March 2013

Details: An exciting opportunity exists to join the educational team at Kingsford Smith School. The successful applicant will possess sound communication and customer service skills and have the ability to work within a busy work environment. The successful applicant will work closely with and receive direction from the teacher in assisting with the management and learning of children in a preschool program. As a part of a team the Assistant will assist with program material preparation, behaviour management, supervision of children on the playground and on excursions and any specialised medical requirements.

Eligibility/Other Requirements: From 1 January 2012 all ACT school preschool units will be subject to requirements under the *Education and Care Services National Law (ACT) Act 2011*. Under this legislation, from the start of 2014 all ACT public school preschool unit assistants will be required to have, or be working towards a minimum qualification requirement as detailed in the *Education and Care Services National Law (ACT) Act 2011* and regulations. Minimum requirement is Certificate III in Children's Services or Certificate III in Education Support.

Desirable: First Aid qualification and Epi Pen qualification or willingness to undertake appropriate training is desirable.

Contact Officer: Lyndsee Mahl (02) 6207 4683 lyndsee.mahl@ed.act.edu.au

**Office for School  
Tuggeranong Network  
Caroline Chisholm School Senior Campus  
School Secretary**

**School Assistant 2 \$39,431 - \$43,728, Canberra (PN: 31443)**

Gazetted: 25 February 2013

Closing Date: 4 March 2013

Details: Caroline Chisholm School is seeking a highly motivated person with excellent customer service and computer program skills including Maze to work flexibly and effectively as part of a team on the senior campus involving close daily contact with students, staff, parents and the school community. The successful applicant will provide administrative and secretarial support to the principal and staff throughout the school.

Eligibility/Other Requirements: Desirable: First Aid and Epi pen qualification or willingness to undertake appropriate training.

Notes: This is a temporary position available asap until 05 July 2013, with the possibility of an extension.

Contact Officer: Jenny Mosessen (02) 6205 7293 jenny.mosessen@ed.act.edu.au

**Environment 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)**

**Planning Delivery  
Lease Administration  
Lease Administration Officer**

**Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 13326)**

Gazetted: 25 February 2013

Closing Date: 4 March 2013

Details: Lease Administration (Development Assessment) is seeking a highly motivated individual to fill the role of leasing officer. The successful applicant will have relevant knowledge of the leasehold system and experience in leasing or will have the ability to gain quickly acquire the skills necessary to be able to prepare leasing documents. Demonstrated ability to manage a high volume individual workload in a customer focussed work environment is essential.

Eligibility/Other Requirements: Tertiary Qualifications and/or relevant experience in urban or regional planning, land management, administrative law, urban design, geography or superior literary skills are desirable.

Notes: This is a temporary position, available asap until 27th August 2013. The position may be filled from application only.

Contact Officer: Irma Sare (02) 6207 1896 irma.sare@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>**

**Canberra Hospital and Health Services  
Surgery and Oral Health  
Medical Staff**

**Oral and Maxillofacial Surgeon**

**Staff Specialist Band 1-5 \$147,465 - \$181,976**

**Senior Specialist \$199,231, Canberra (PN: 27915)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

The Position: A position is available at the Canberra Hospital (TCH) for an Oral and Maxillofacial Surgeon to join the Oral and Maxillofacial Surgery Unit (OMFS) and to provide comprehensive services in OMFS for patients in the ACT and surrounding NSW.

Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$147,465-\$181,976 Senior Specialist: \$199,231 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. Superannuation, ranging from 9%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 10% superannuation, ranges from \$240,332 - \$318,730.

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 Dental Surgeons (Oral and Maxillofacial Surgery).

Contact Officer: Dr Dylan Hyam, Director, Department of Oral and Maxillofacial Unit (02) 6244 3841

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, 123 Carruthers Street CURTIN ACT 2605

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

##### **Surgery and Oral Health**

##### **Medical Staff**

##### **Anaesthesia**

##### **Staff Specialist Band 1-5 \$147,465 - \$181,976**

##### **Senior Specialist \$199,231, Canberra (PN: 16483)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

The Position: Positions are available for anaesthetists to join the Department of Anaesthesia and Pain Management at Canberra Hospital in the Australian Capital Territory. The Department of Anaesthesia and Pain Management at Canberra Hospital provides a comprehensive range of clinical anaesthesia services for all surgical specialities including cardiothoracic, neurosurgery and paediatric surgery along with an active preadmission clinic, a post-anaesthesia care unit and an acute and chronic pain management service. The Department of Anaesthesia and Pain Management offers a comprehensive rotational training scheme in anaesthesia and pain management. The Canberra Region Rotation Registrar Training Program is accredited for 4 Senior Registrars/Provisional Fellows and 23 Registrars.

Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$147,465-\$181,976 Senior Specialist: \$199,231 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. Superannuation, ranging from 9%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 10% superannuation, ranges from \$240,332 - \$318,730.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Australian and New Zealand College of Anaesthetists or an equivalent higher specialist qualification. Experience in leadership and management is highly desirable.

Contact Officer: Professor Thomas Bruessel, Director of the Department of Anaesthesia and Pain Management Canberra Hospital (02) 6244 3245

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, 123 Carruthers Street CURTIN ACT 2605

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

##### **Surgery and Oral Health**

##### **Medical Staff**

##### **Plastic Surgery**

##### **Staff Specialist Band 1-5 \$147,465 - \$181,976**

##### **Senior Specialist \$199,231, Canberra (PN: 09849)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

The Position: Positions are available at Canberra Hospital for Plastic Surgeons to join the Plastic Surgery Unit and to provide comprehensive services in Plastic Surgery for patients in the ACT and surrounding NSW. The Plastic Surgery Unit is a busy service and has access to excellent imaging and diagnostic facilities. The current service manages on average 900 patient separations per annum.

Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$147,465-\$181,976 Senior Specialist: \$199,231 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. Superannuation, ranging from 9%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 10% superannuation, ranges from \$240,332 - \$318,730.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency, and Fellowship of the Royal Australasian College of Surgeons or an equivalent higher specialist qualification.

Contact Officer: Barbara Reid, Executive Director, Surgery and Oral Health (02) 6244 3515

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, 123 Carruthers Street CURTIN ACT 2605

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

##### **Surgery and Oral Health**

##### **Surgical Administration**

##### **Assistant Director of Nursing**

##### **Registered Nurse Level 4.3 \$115,948, Canberra (PN: 27899)**

Gazetted: 28 February 2013

Closing Date: 7 March 2013

Details: The Division of Surgery and Oral Health are seeking an Assistant Director of Nursing to provide direction and leadership within Surgical Bookings and Pre-Admission Clinic. This position manages and coordinates the Elective Surgery list for The Canberra Hospital.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Leanne Oakman (02) 6174 5091

**Canberra Hospital and Health Services**

**Capital Region Cancer Services**

**Cancer Stream Administration**

**Senior Administration Manager, Community Health Centres**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 31818)**

Gazetted: 28 February 2013

Closing Date: 11 March 2013

Details: This new position offers the right person an exciting opportunity to contribute to the development and implementation of new models of care within community health centres across the ACT. We are seeking a dynamic manager with experience managing administration teams, preferably in a community setting, to support the Director of Community Health Centres in implementing patient and family centred, responsive approaches for clients within community settings.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Karen Faichney (02) 6205 9785

**Canberra Hospital and Health Services**

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

**Business Support**

**Quality and Safety Officer**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 14200, expected vacancy)**

Gazetted: 28 February 2013

Closing Date: 7 March 2013

Details: The Division of Mental Health, Justice Health, Alcohol and Drug Services are seeking a Safety and Quality Officer. The position is responsible for aligning risk management, audit and quality improvement initiatives in collaboration and liaison with the Quality and Safety Unit. The Officer is the first point of contact for information and support on safety and quality issues.

Eligibility/Other Requirements: Tertiary qualifications in a Health related field is highly desirable.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Kevin Kidd (02) 6205 3151

**Canberra Hospital and Health Services**

**Medicine**

**Chronic Disease**

**Diabetes Educator**

**Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 22750, several)**

Gazetted: 28 February 2013

Closing Date: 7 March 2013

Details: An exciting opportunity exists for two enthusiastic and suitably qualified Registered Nurses to work within the ACT Health Diabetes Service as Diabetes Educators. Our service, provided by a multidisciplinary team of medical, nursing and allied health staff, is both community and hospital based.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. A minimum three years post registration experience. Applicant must have demonstrated knowledge and experience in diabetes care and education. Must hold and maintain a current driver's licence. A Certificate or enrolled in a Graduate Certificate in Diabetes Education and Management would be highly desirable.

Notes: Both positions are part-time temporary at 20 hours per week available until 31 December 2013. To apply please submit a brief two page application and provide names and numbers of two referees. Please note selection may be based on written application and referee reports only. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Di Roberts (02) 6205 5020

**Director General Reports**

**Financial Management**

**Revenue and Financial Support**

**Accounts Officer**

**Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 02945, several)**

Gazetted: 28 February 2013

Closing Date: 7 March 2013

Details: The Patients Accounts Office provides financial and administrative support including processing accounts receivable, resultant follow-up and liaison and debt recovery for both inpatients and outpatients of the Canberra Hospital. The team also provides a Sundry Debtor and the Cashier Service for all operational areas of the Health Directorate. The Billing Officer is

responsible under general direction for the raising of invoices within the billing system, using appropriate documentation and procedures.

Note: These are temporary positions available from March 2013 to December 2013. There are two Accounts Officer positions available as Billing Officers and selection may be based on application and referee reports only. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Karen Ross (02) 6244 2242

**Canberra Hospital and Health Services**

**Pathology**

**Cytogenetics**

**Scientist**

**Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 21288, expected vacancy)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

Details: ACT Pathology is a rapidly expanding Department offering a diagnostic pathology service to the ACT and surrounding region. The Cytogenetics Laboratory is a sub-section of ACT Pathology providing a comprehensive routine clinical diagnostic cytogenetic service utilising conventional cytogenetics, FISH and microarray techniques. The Department has a rapidly expanding molecular cytogenetic section. The successful applicant would be required to perform cytogenetic procedures including specimen preparation, culturing, harvesting and analysis of oncology, prenatal and constitutional samples. Multi-skilling in all sections including molecular cytogenetics is anticipated. The position involves performance of daily laboratory duties, involvement in continuing education, quality assurance programs. The service provided by this Department is rapidly expanding and as such offers a great opportunity for career development. ACT Pathology has affiliations with several academic institutions thus providing additional opportunities for career development.

Eligibility/Other Requirements: Essential: Bachelor Degree in Science from a tertiary institution. Desirable: Relevant experience in a Cytogenetics Laboratory.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Nicole Chia (02) 6244 3449 nicole.chia@act.gov.au

**Canberra Hospital and Health Services**

**Women, Youth and Children**

**Children, Youth and Women's Health Program**

**Paediatric Administration**

**Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 16112)**

Gazetted: 28 February 2013

Closing Date: 7 March 2013

Details: The successful applicant will provide administrative support to a multi-disciplinary team working in the area of paediatrics. The applicant will undertake routine administrative duties, maintain stores and equipment and undertake dictaphone report typing including medical reports.

Note: This is a part-time position available at 14:42 hours per week. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Catherine Furner (02) 6244 2712

**Strategy and Corporate**

**Business and Infrastructure**

**Strategic Support**

**Strategic Support**

**Assistant Supply Officer**

**Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 26276)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

Details: The Supply Services Unit is seeking submissions from suitable applicants to fill an Assistant Supply Officer's position at the Mitchell Warehouse. The Supply Services unit forms part of the Strategic Support Section within the Business and Infrastructure branch of ACT Government - Health Directorate, delivering customer focused supply chain solutions. To be successful in this position you will need to have proven experience in Government Sector Procurement, Inventory Management, excellent people skills and customer service focus.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. An order of merit will be established from this selection process and may be utilised to fill any full-time, part-time or temporary positions, which occur within the following twelve months.

Contact Officer: Wayne McIlhatton (02) 6205 0817

**Canberra Hospital and Health Services**

**Mental Health, Justice Health, Alcohol and Drugs**

**Justice Health**

**Enrolled Nurse**

**Enrolled Nurse Level 1 \$50,160 - \$53,766, Canberra (PN: 31801, several)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

Details: It is expected that in this position you will provide under the guidance of registered nursing staff, clinical support within the multidisciplinary team to assist young persons with their health care needs at the Bimberi Youth Justice Centre. You will be

required to undertake professional development and under supervision participate in quality initiatives and contribute to multidisciplinary team processes within the EN's scope of practice.  
Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Completion of an Australian Nursing and Midwifery Board approved qualification in the administration of therapeutic medicines. Current driver's licence.  
Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.  
Contact Officer: Margaret Huff (02) 6207 2841

**Canberra Hospital and Health Services  
Surgery and Oral Health  
Dental Health Program**

**Dental Assistant - Unqualified \$38,579, Canberra (PN: 25915, several)**

Gazetted: 28 February 2013

Closing Date: 14 March 2013

Details: The Dental Health Program is seeking applications for suitably skilled Dental Assistants. These positions are for unqualified Dental Assistants with previous experience in chair side assisting and sterilisation of instruments.

Eligibility/Other Requirements: Must have previous experience as a chair side assistant.

Note: There are several temporary positions available for a period of 12 months.

To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Ingrid Hewlett (02) 6205 1348

**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)**

**Human Rights Commission  
Office of the Disability and Community Services Commissioner  
Principal Disability Adviser  
Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 22312)**

Gazetted: 27 February 2013

Closing Date: 11 March 2013

Details: The Disability and Community Services Commissioner is seeking a highly motivated person with substantial experience in the disability sector to provide expert advice on disability issues to contribute to the development of the National Disability Insurance Scheme in the ACT. The successful candidate will be an adviser to the ACT NDIS Taskforce and will manage a small team within the Commission.

Eligibility/Other Requirements: Knowledge and understanding of and commitment to disability issues are highly desirable; tertiary or other qualifications in law or a related field is desirable.

Notes: Please note this is a temporary position available for two years with the possibility of extension.

Contact Officer: Mary Durkin (02) 6205 2222 [mary.durkin@act.gov.au](mailto:mary.durkin@act.gov.au)

**ACT Corrective Services  
Business Policy and Co-ordination  
Workforce Development and Training  
Team Leader, Custodial Training and Development  
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 12628)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: Under general direction from the Senior Manager, Workforce Development and Training, co-ordinate and deliver training for staff from all of ACT Corrective Services and staff from outside agencies as required. Develop, review and create program plans and lesson plans, including assessment tasks, for Nationally Accredited Training Packages.

Eligibility/Other Requirements: Certificate IV in Correctional Practice, Certificate IV in Training and Assessment, experience delivering and creating training packages and a current driver's licence are essential. Operational Skills Training Facilitator qualification or ability to acquire one within six months. Experience in a correctional facility would be an advantage. Eligible candidates will undergo a Police Record Check.

Notes: This is a temporary vacancy available for up to two years.

Contact Officer: Al Martin (02) 6205 1844 [al.martin@act.gov.au](mailto:al.martin@act.gov.au)

**Office of Regulatory Services  
Registrations and Fair Trading  
Rental Bonds  
Assistant Manager  
Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 42525)**

Gazetted: 25 February 2013

Closing Date: 11 March 2013

Details: Under limited direction of the Manager: Manage and supervise staff as required and provide training where necessary.

Issue and monitor work flows and report on activities and outcomes. Assist the Manager to achieve outcomes through designated programs and maintaining the ACT's statutory obligations under legislation. Represent the office at meetings, seminars, working parties and conferences relating to the unit's functions. Provide a high-level of customer service in

accordance with the functions and responsibilities of the unit. Perform more complex applications in relation to the licences, registrations and permits, liaising where appropriate with officers of the other departments and agencies. Where required, conduct investigations and inquiries, and audit records and returns under various legislation administered by the office. Where appointed or delegated, exercise the functions of a decision-maker or an inspector or investigator under the various Acts of the Office of Regulatory Services: Maintain records in accordance with the *Territory Records Act 2002*. Assist in the management of the Office of Regulatory Services to ensure objectives are met.

Eligibility/Other Requirements: Occupant of this position may be required to rotate throughout other positions at the same classification within Registrations and Fair Trading. A registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required for this role. Current driver's licence desirable. Relevant tertiary qualifications an advantage.

Notes: This is a temporary position available for a period of 12 months.  
Contact Officer: Tyler Penfold (02) 6207 1180 tyler.penfold@act.gov.au

**Office of the Director-General  
Executive Assistant**

**Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 10289)**

Gazetted: 22 February 2013

Closing Date: 1 March 2013

Details: Suitably qualified persons are invited to submit expressions of interest for the position of Executive Assistant to the Deputy Director-General. This position is responsible for providing high level administrative support to the Deputy Director-General, including managing sensitive and confidential issues, managing diaries and liaising with Senior Executives, Ministerial staff and other ACT Government officials, key private sector and industry stakeholders, and members of the public.

Note: This is a temporary position available from 11 March 2013 until 11 November 2013.

Contact Officer: Glenda Wahlerl (02) 6207 0501 glenda.wahlerl@act.gov.au

**Corporate  
Governance**

**Governance, Coordination and Reporting  
Coordination and Administration Officer**

**Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 12915)**

Gazetted: 26 February 2013

Closing Date: 5 March 2013

Details: An exciting opportunity exists to join the Governance Unit of Justice and Community Safety (JACS) Corporate. The unit is seeking applications for a Coordination and Administration Officer to perform a range of duties including assisting in the administrative compliance with legislative requirements under the *Freedom of Information Act 1989*, capturing and reporting on government commitments related to the Justice and Community Safety Portfolio, providing administrative assistance to the Governance, Coordination and Reporting section, and undertaking research, coordination and preparing of briefs, correspondence and other duties as required.

Contact Officer: Kaye Yen (02) 6207 5066 kaye.yen@hotmail.com

**ACT Government Solicitor  
Executive**

**Administrative Support Officer**

**Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 45890)**

Gazetted: 27 February 2013

Closing Date: 6 March 2013

Details: The ACT Government Solicitor (ACTGS) is the principal legal service provider to the ACT Government and its agencies. The Office is seeking a highly motivated individual interested in working full time in a busy legal environment. The role of Administrative Support Officer is to provide direct support to the Manager, Operations, as well as support to staff in the Executive section and as otherwise directed by the Manager, Operations. The successful applicant will be responsible for accurately and promptly administering the records management functions, in-house and client training courses and must possess excellent attention to detail in maintaining these records and preparing any reports in relation to them. The Administrative Support Officer has an integral role as the first point of contact for the ACTGS and must be able to demonstrate effective customer service skills. The role is responsible for undertaking daily deliveries to various Courts, ordering office stationery and equipment and ensuring office machines are maintained and serviced.

Eligibility/Other Requirements: Keyboard skills and the ability to use computer applications are desirable. Experience in the ACT Government Solicitor practice management system (Open Practice) would be an advantage.

Contact Officer: Courtney Black (02) 6205 3734 courtney.black@act.gov.au

**ACT Emergency Services Agency (ESA)**

**Fleet and Procurement**

**Workshop**

**Mechanic**

**General Service Officer Level 7 \$52,078 - \$55,114, Canberra (PN: 14186)**

Gazetted: 26 February 2013

Closing Date: 19 March 2013

Details: Undertake routine and complex maintenance, servicing and repair activities on ACT Emergency Services Agency vehicles and equipment. Diagnose and repair problems in complex electrical, pneumatic and hydraulic systems. Within a team environment promote a high standard of repair and maintenance services, ensuring that safe working practices are adhered to. Eligibility/Other Requirements: Appropriate and relevant trade and post trade qualifications. Unrestricted ACT HR truck licence or equivalent preferred.



Notes: Applicants will be required to participate in an out-of-hours roster and undertake some duties outside normal business hours.

Contact Officer: Tim Norris (02) 6207 8670 tim.norris@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.

### **Territory and Municipal 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)**

### **Directorate Services**

#### **Human Resources**

#### **Employee Relations**

#### **Assistant Advisor**

#### **Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 11274)**

Gazetted: 22 February 2013

Closing Date: 8 March 2013

Details: The Employee Relations unit within Human Resources (HR) concentrates on the design and implementation best practice employee relations frameworks, policies and procedures within Territory and Municipal Services (TAMS). The unit provides a customer service role delivering up-to-date advice to the directorates employees on issues ranging from employees rights and responsibilities under the ACT Public Service Territory and Municipal Services Directorate Enterprise Agreement 2011 - 2013 and the *Public Service Management Act*, addressing and monitoring under-performance in the workplace, discipline action, internal reviews and appeals, machinery of government procedures and other complex employment issues. The Assistant Advisor is responsible for responding to less complex HR enquiries, maintenance of the Directorate's organisational structure and production of basic reports from HR information management systems, coordination and maintenance of team information including on the TAMS Intranet, Internet site and employment branding, conducting quarterly leave surveys within TAMS.

Eligibility/Other Requirements: HR Experience and knowledge of CHRIS21 highly desirable.

Notes: This is a temporary position available for a period of six months with the possibility of extension, and the possibility of a permanency from this selection process if the temporary position extends beyond 12 months, in accordance with Clause M2 of the ACTPS Territory and Municipal Services Directorate Enterprise Agreement 2011 - 2013.

Contact Officer: Kim Ivens (02) 6205 2070 kim.iven@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.

### **Parks and City Services**

#### **City Services**

#### **Urban Treescapes**

#### **Technical Officer**

#### **Technical Officer Level 2 \$52,078 - \$59,939, Canberra (PN: 18125)**

Gazetted: 27 February 2013

Closing Date: 13 March 2013

Details: The Urban Treescapes section within City Services has a temporary vacancy based at Macarthur House. The primary responsibilities include: Providing administrative support for the Urban Treescapes section; conducting field assessments as required and providing recommendations regarding urban tree management issues; assisting with the collection and collation of field data and conducting field checks for seasonal programs; liaising with contractors, service providers, industry, senior management, government agencies and the community, and; preparation of written reports and written correspondence as required.

Eligibility/Other Requirements: Current driver's licence and the preparedness to wear a uniform is essential. Qualifications appropriate to the scope of activities performed, e.g. forestry, arboriculture or horticulture are desirable.

Notes: This is a temporary position for six months, with the possibility of extension for a period of up to two years. Selection may be based on application and referee reports only.

Contact Officer: Luke Bulkeley (02) 6207 7158 luke.bulkeley@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**

### **Canberra Institute of Technology**

#### **Teacher Band 1 \$62,403 - \$83,963**

Maria Dianne Waldron 821-01592, Section 68(1), 22 February 2013

### **Commerce and Works**

#### **Senior Officer Grade B \$106,086 - \$119,426**

Peter Dickson 827-52686, Section 68(1), 21 February 2013

#### **Senior Officer Grade C \$89,786 - \$96,809**

Martin Greenwood 835-95838, Section 68(1), 25 February 2013

**Senior Professional Officer (Eng & Related) A \$125,203**  
Somasunderam Jeyendren 827-29574, Section 68(1), 21 February 2013

**Administrative Services Officer Class 5 \$65,660 - \$69,623**  
Zoe Johnston 835-95862, Section 68(1), 25 February 2013

**Graduate Administrative Assistant \$58,870 - \$60,739**  
Lijing Liu 835-96152, Section 68(1), 25 February 2013

**Senior Professional Officer Grade B \$106,086 - \$119,426**  
Sebastiano Macri 827-56118, Section 68(1), 21 February 2013

**Senior Professional Officer (Eng & Related) A \$125,203**  
Colm Mooney 827-46083, Section 68(1), 21 February 2013

**Senior Professional Officer (Eng & Related) A \$125,203**  
Andrew Parkinson 827-41450, Section 68(1), 21 February 2013

**Senior Professional Officer (Eng & Related) A \$125,203**  
Michael Symes 827-60803, Section 68(1), 21 February 2013

#### **Community Services**

**Administrative Services Officer Class 3 \$52,818 - \$57,004**  
Peter Graham 741-05550, Section 68(1), 20 February 2013

#### **Economic Development**

**Senior Officer Grade A \$123,208**  
Matthew Sutherland 835-96304, Section 68(1), 18 February 2013

#### **Education and Training**

**Senior Officer Grade C \$89,786 - \$96,809**  
Kerry MacDermott 835-69429, Section 68(1), 25 February 2013

#### **Health**

**Administrative Services Officer Class 2 \$46,372 - \$51,422**  
Lauree Fleming 839-25999, Section 68(1), 28 February 2013

**Registered Nurse Level 2 \$78,157 - \$82,990**  
Kyla Holland 836-54260, Section 68(1), 14 February 2013

**Specialist Level 1–5, \$147,465 - \$181,976**  
Saba Javed 774-28224, Section 68(1), 25 February 2013

**Administrative Services Officer Class 2 \$46,372 - \$51,422**  
Annalise Liefing 830-80914, Section 68(1), 28 February 2013

**Administrative Services Officer Class 2 \$46,372 - \$51,422**  
Emma Lutton: 836-55124, Section 68 (1), 28 February 2013

**Registered Nurse Level 1 \$55,567 - \$75,084**  
Megan O'Rourke 835-90068, Section 68(1), 26 February 2013

**Registered Nurse Level 1 \$55,567 - \$75,084**  
Maria Pasula 834-52263, Section 68(1), 19 February 2013

**Health Service Officer Level 3 \$42,160 - \$43,599**  
Su Shen 827-57073, Section 68(1), 28 February 2013

**Health Service Officer Level 3 \$42,160 - \$43,599**  
Christie Tuionetoa 838-53200, Section 68(1), 28 February 2013

**Administrative Services Officer Class 2 \$46,372 - \$51,422**  
Jade Wheadon 833-47738, Section 68(1), 28 February 2013

**Administrative Services Officer Class 2 \$46,372 - \$51,422**

Rohan Zygadlo 838-53040, Section 68(1), 28 February 2013

**Territory and Municipal Services**

**Administrative Services Officer Class 3 \$52,818 - \$57,004**

Victoria West-Brincau 835-80249, Section 68(1), 21 February 2013

**TRANSFERS**

**Health**

**Jessica Lew: 827-25442**

From: Registered Nurse Level 1 \$55,567 - \$75,084

Health

To: Registered Nurse Level 1 \$55,567 - \$75,084

Health, Canberra (PN. 31407) (Gazetted 16 August 2012)

**Nicola Whitelaw: 831-23339**

From: Registered Nurse Level 2 \$78,157 - \$82,990

Health

To: Registered Nurse Level 2 \$78,157 - \$82,990

Health, Canberra (PN. 17461) (Gazetted 20 December 2013)

**PROMOTIONS**

**Chief Minister and Treasury**

**Independent Competition and Regulatory Commission**

**Neil Ross Lambie: 827-23957**

From: Senior Officer Grade B \$106,086 - \$119,426

Chief Minister and Treasury

To: †Senior Officer Grade A \$123,208

Chief Minister and Treasury, Canberra (PN. 27796) (Gazetted 24 January 2013)

**Commerce and Works**

**Shared Services**

**Shared Services ICT**

**Customer Relations**

**Adam, Roger Davies: 816-81812**

From: Information Technology Officer Class 2 \$70,913 - \$81,460

Commerce and Works

To: †Senior Information Technology Officer Grade C \$89,786 - \$96,809

Commerce and Works, Canberra (PN. 17244) (Gazetted 12 December 2012)

**Shared Services**

**Shared Services ICT**

**Customer Relations/Education and Training ICT**

**Mamun Khandakar: 792-43995**

From: Information Technology Officer Class 2 \$70,913 - \$81,460

Commerce and Works

To: †Senior Officer Grade B \$106,086 - \$119,426

Commerce and Works, Canberra (PN. 07226) (Gazetted 14 June 2012)

**Community Services**

**Housing and Community Services**

**Executive Support Unit**

**Yvonne Carmen Perriman: 792-3435**

From: Administrative Services Officer Class 5 \$65,660 - \$69,623

Community Services

To: Administrative Services Officer Class 6 \$70,913 - \$81,460

Community Services, Canberra (PN. 03148) (Gazetted 22 November 2012)

**Education and Training**

**Corporate Services**

**Human Resources**

**Employee Relations**

**Sally Green: 787- 48326**

From: Administrative Services Officer Class 6 \$70,913 - \$81,460

Education and Training

To: †Senior Officer Grade C \$89,786 - \$96,809

Education and Training, Canberra (PN. 00067) (Gazetted 22 October 2012)

**Office for Schools**

**Tuggeranong Network**

**Stephen Walo Gwilliam: 744-98294**

From: School Leader A \$143,667

Education and Training

To: †School Network Leader \$160,776

Education and Training, Canberra (PN. 19163) (Gazetted 7 September 2012)

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.

**Environment and Sustainable Development**

**Planning Delivery**

**Territory Plan Review and Implementation**

**David Patrick Radice: 827-33493**

From: Administrative Services Officer Class 4 \$58,870 - \$63,917

Environment and Sustainable Development

To: Administrative Services Officer Class 5 \$65,660 - \$69,623

Environment and Sustainable Development, Canberra (PN. 20362) (Gazetted 6 December 2012)

**Health**

**Director General Reports**

**Office of Director General**

**Executive Coordination**

**Jacqueline Ann Andersen: 261-16634**

From: Senior Officer Grade B \$106,086 - \$119,426

Health

To: †Senior Officer Grade A \$123,208

Health, Canberra (PN. 29472) (Gazetted 17 January 2013)

**Canberra Hospital and Health Services**

**Critical Care and Imaging**

**Intensive Care Unit**

**Sarajane Collins: 789-17716**

From: Registered Nurse Level 3.1 \$89,834 - \$93,531

Calvary Health Care ACT (Public)

To: †Registered Nurse Level 3.2 \$101,556

Health, Canberra (PN. 14147) (Gazetted 6 December 2012)

**Strategy and Corporate**

**Business and Infrastructure**

**Bio-Medical Support**

**Cheryl Maree Godbee: 780-53188**

From: Administrative Services Officer Class 3 \$52,818 - \$57,004

Health

To: Administrative Services Officer Class 4 \$58,870 - \$63,917

Health, Canberra (PN. 21497) (Gazetted 17 January 2013)

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Surgical Administration**

**Claire Worrall: 786-50943**

From: Registered Nurse Level 1 \$55,567 - \$75,084

Health

To: Registered Nurse Level 2 \$78,157 - \$82,990

Health, Canberra (PN. 11211) (Gazetted 31 January 2013)

**Justice and Community Safety**

**Legislation and Policy**

**Justice Planning and Safety Programs**

**Geoffrey Robert Davidson: 785-38230**

From: Administrative Services Officer Class 6 \$70,913 - \$81,460

Justice and Community Safety  
To: †Senior Officer Grade B \$106,086 - \$119,426  
Justice and Community Safety, Canberra (PN. 03234) (Gazetted 4 December 2012)

**ACT Corrective Services**

**Custodial Operations**

**James Paterson: 791-54829**

From: Correctional Officer Class 1 \$53,417 - \$64,102  
Justice and Community Safety  
To: Correctional Officer Class 2 \$67,313 - \$72,254  
Justice and Community Safety, Canberra (PN. 31855) (Gazetted 23 October 2012)

**Retirements and Dismissals**

**Environment and Sustainable Development**

Section 143 of the Public Sector Management Act 1994 – Maria O'Sullivan AGS 517-24391

**Territory and Municipal Services**

Section 143 of the Public Sector Management Act 1994 – Mr Christopher Kon, Resources Management Group, 27 February 2013.

Section 143 of the Public Sector Management Act 1994 – Ms Sue Hearne, Yarralumla Nursery, 8 January 2013.