



ACT Government Gazette

Gazetted Notices for the week beginning 16 January 2014

Executive Notices

Community Services Directorate

Variation – Transfer

Christine Nolan – Executive Coordinator, Out of Home Care Strategy (E738) Section 80A(1)(a) of the Public Sector Management Act 1994

Education and Training Directorate

Variation – Assignment

Michael Bateman – Director, Education Strategy (E196) Section 80A(1)(b) of the Public Sector Management Act 1994

VACANCIES

Calvary Health Care ACT (Public)

Intensive Care Unit

Career Medical Officer

Career Medical Officer Level 2 \$138,276- \$164,210, Canberra (PN: 8769)

Gazetted: 22 January 2014

Closing Date: 7 February 2014

A full-time unaccredited registrar position is available for this 10 bed Intensive Care Unit (ICU) for 12 months from February 2014. The position would suit a senior ICU or Anaesthesia Registrar studying for their exams. 12 hour shifts are in place and a week on week off roster, alternating between days and night duty. For further enquires please contact: Dr. Paul Lamberth, Director Intensive Care or Hailey Cordina, ICU Executive Assistant on (02) 6201 6874. For selection documentation and further information about Calvary Health Care ACT visit our website at www.calvary-act.com.au.

Eligibility/Other Requirements: Applicants must attach the below documents to be considered for this position: Response to the selection criteria; Copy of your current resume; Cover letter outlining why you believe you are suitable for this role (Maximum 1 page); and Names and contact details for 2 professional referees.

Note: Applications close: 07 February 2014.

Contact Officer: Dr. Paul Lamberth (02) 6201 6874 paul.lamberth@calvary-act.com.au

Applications can be forwarded to: applications@calvary-act.com.au.

Nursing

Nursing Administration

Clinical Nurse Consultant -Diabetes Education Officer

Registered Nurse Level 3 \$89,834- \$93,351, Canberra (PN: 6678)

Gazetted: 17 January 2014

Closing Date: 7 February 2014

An exciting opportunity exists for a Clinical Nurse Consultant in the area of Diabetes Educator. This exciting role requires someone who is dynamic and has a passion for clinical education for staff patients and families in the

changing evidence based best practice in Diabetes Management. Calvary Health Care is seeking applications for Registered Nurses who have been credentialed as a Diabetes Educator with the Australian Diabetes Educators Association. Applicants must be able to demonstrate the ability to work autonomously and as part of the multidisciplinary team at Calvary Health Care. Calvary Health Care is a values based organisation striving for excellence in clinical practice. Please visit <http://www.calvary-act.com.au/career-vacancies.html>
Eligibility/Other Requirements: Applicants are expected to respond in writing and include the following: Response to the selection criteria; Copy of your current resume; Cover letter outlining why you believe you are suitable for this role (Maximum 1 page); and Names and contact details for 2 professional referees.

Note: Applications close 7 February 2014.

Contact Officer: Nicole Dennis 0422 817 104 nicole.dennis@calvary-act.com.au

Applications can be forwarded to: applications@calvary-act.com.au

Medical Imaging

Radiographer

Health Professional Level 2/3 \$54,414- \$86,165, Canberra (PN: 8910, Several)

Gazetted: 17 January 2014

Closing Date: 14 February 2014

Details: Calvary hospital is a 300 bed community hospital located in a picturesque bushland setting on Canberra's north side. Calvary's services include a large Emergency Department, ICU, a busy surgical and medical program, and a maternity and day procedure unit. The Medical Imaging Department has facilities for general and theatre radiography, multi-slice CT, fluoroscopy and 4 ultrasound rooms and a fully integrated RIS/PACS environment. It has a wide range of examinations, including emergency radiography, out-patients, ward-patients and theatre radiography. It has a medium sized department (15-20 staff radiographers) with flexibility of weekend work. The department has commitment to CT experience for HP2 applicants and commitment to research and professional development; AIR accredited NPDP programme and ongoing professional development in-service program. For further enquires please contact: Hammam Hijazi, Director of Medical Imaging on (02) 6201 6141. For selection documentation and further information about Calvary Health Care ACT visit our website at www.calvary-act.com.au.

Eligibility/Other Requirements: Applicants must have A Qualification in Medical Diagnostic Radiography acceptable to the Australian Institute of Radiography; A Statement of Accreditation from the Australian Institute of Radiography; Eligible for registration with the ACT Medical Radiation Scientists Board; and Eligible for a Radiation Licence from the ACT Radiation Council.

Applicants are expected to respond in writing and include the following: Response to the selection criteria; Copy of your current resume; Cover letter outlining why you believe you are suitable for this role (Maximum 1 page); and Names and contact details for 2 professional referees.

Note: Applications close 14 February 2014. This is a temporary position for 12 months.

Contact Officer: Hammam Hijazi (02) 62016141 hammam.hijazi@calvary-act.com.au

Applications can be forwarded to: applications@calvary-act.com.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

Shared Services

Shared Services ICT

Business Analysis Section

Senior Business Analyst

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 13616)

Gazetted: 16 January 2014

Closing Date: 30 January 2014

Details: The Business Analysis Section is looking for a Senior Business Analyst to join a small group providing a range of professional services to ACT Government Directorates. This senior position will bring high order critical thinking to projects with enterprise wide implications or that represent radical business change.

Eligibility/Other Requirements: A minimum of five years experience as a business analyst.

Notes: This is a three year non-ongoing temporary position. The position may be filled on the basis of application and referee reports only. Special Employment Arrangements may be negotiated dependant on qualifications, skills and experience of the successful applicant.

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

Business Services

Strategic Finance

Financial Services

Financial Systems Officer

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 22517)

Gazetted: 20 January 2014

Closing Date: 27 January 2014

Details: The Commerce and Works Directorate's Strategic Finance branch has a temporary vacancy for an experienced Financial Systems Officer. This position is responsible for undertaking finance and project based work using primarily Oracle. Associated accounting and administrative duties are a key requirement of this position.

Eligibility/Other Requirements: Relevant industry experience and demonstrated experience working with an enterprise financial management information system is highly desirable. Well developed oral, written and verbal communication and liaison skills are essential. The ability to form effective working partnerships with team members and other parties including project officers is also essential. The ability to undertake complex account reconciliations will be highly regarded.

Notes: This is a temporary position available until 1 August 2014.

Contact Officer: Gaurav Bhatia (02) 6207 0990 gaurav.bhatia@act.gov.au

Revenue Management

Compliance

Inspection Officer

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 00027)

Gazetted: 16 January 2014

Closing Date: 30 January 2014

Details: The Compliance section develops compliance strategies and conducts investigations aimed at achieving maximum compliance by clients in relation to their statutory obligations. The section also plays a key role in the enforcement of the ACT's revenue laws and in the protection of public revenue. The main functions of this position includes undertaking audits and investigations as an individual or as a team member in the various revenue, taxation and legislative matters administered by the ACT Revenue Office. The successful applicant will prepare appropriate assessments, reassessments, reports and adjustments to computer records arising from investigations.

Note: Occupants can be rotated to other positions at the same level within the Section as required.

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

Disability ACT

Operational

Policy and Program Development

Manager Strategic Policy

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 31522)

Gazetted: 21 January 2014

Closing Date: 4 February 2014

Details: This position will lead the way in innovative change across the disability sector in the ACT. The position will work closely with the Executive Team, individuals, families and leaders from across the disability sector in developing strategic priorities and implementation. The position is required to provide high level policy and planning advice and undertake the direct management and implementation of key strategic projects

Eligibility/Other Requirements: Experience engaging with and supporting people with disability is highly valued and tertiary qualifications expected.

Notes: This is a temporary position available until 30 June 2018.

Contact Officer: Amanda Charles (02) 6207 5323 amanda.charles@act.gov.au

Disability ACT

Direct Service Delivery

Business Support Unit

Data, Systems and Info Systems Team Leader

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 23648)

Gazetted: 17 January 2014

Closing Date: 31 January 2014

Details: Disability ACT is seeking applications from enthusiastic and suitably experienced people to fill the position of Team Leader Systems, Information and Quality. This position is responsible for the management and maintenance of data, information, client feedback, risk management and quality systems and processes (both software based and manual) that support Disability ACT's service delivery. This includes management of support services to system users and associated reporting and analysis of information.

Eligibility/Other Requirements: Well developed knowledge and experience in management of data, risk and quality in a government environment is highly desirable. Applicants should outline their experience in this area.

Notes: This is a temporary position available until 30 June 2018.

Contact Officer: Cherry Wang (02) 6207 8081 cherry.wang@act.gov.au

Disability ACT

Executive and Business

Policy and Program Development

Senior Relationship Manager

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 26105)

Gazetted: 16 January 2014

Closing Date: 23 January 2014

Details: This position is responsible for building and maintaining effective partnerships with the disability service delivery sector and for monitoring effectiveness and quality of service delivery. The position incumbent will be required to demonstrate a commitment to the Vision and Values.

Eligibility/Other Requirements: Previous experience in the community services, particularly disability services is highly desirable. Ability to complete tasks and manage contracts.

Notes: This temporary position is available 3 February 2014 until 31 July 2014.

Expressions of interest are sought from potential candidates and should include a supporting statement of no more than 2 pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to the contact officer.

Contact Officer: Amanda Charles (02) 6207 5323 amanda.charles@act.gov.au

Therapy ACT

Early Childhood Team, School Age Team

Speech Pathologist

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 04315, several)

Gazetted: 22 January 2014

Closing Date: 6 February 2014

Details: The successful applicant will work with a multidisciplinary age based team and be part of a progressive and large group of Speech Pathologists, with great opportunities for professional support and career development.

Duties include assessing, planning, implementing and evaluating individual and group programs for children with delays in development and people with a developmental disability in collaboration with clients, families and relevant stakeholders. In addition Speech Pathologists at a HP3 level provide advice, training and supervision to HP1 and HP2 Speech Pathologists, students on clinical placement and Allied Health Assistants.

Eligibility/Other Requirements: Tertiary Qualifications or Equivalent in Speech Pathology. Eligible for Membership of Speech Pathology Australia. Current driver's licence essential.

Note: Therapy ACT has several temporary positions, available for experienced Speech Pathologists. The positions will commence on 1 March 2014 for a period up to six months. Full-time or part-time hours will be considered. There is a possibility for permanency for these positions from this process. Written referee reports will be required at interview. 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 - http://www.ors.act.gov.au/community/working_with_vulnerable_people.

Contact Officer: Jane ShunWah (02) 6205 1242 or (02) 6205 1275 jane.shunwah@act.gov.au

Policy and Organisational Services

Organisational Services

Learning and Community Education

Training Coordinator

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 07333)

Gazetted: 16 January 2014

Closing Date: 30 January 2014

Details: This position is an exciting opportunity to be involved in the design, development and evaluation of training delivery, and provide high quality ongoing training to increase the knowledge, skills and professional development of staff from Disability ACT and more broadly the Community Services Directorate (CSD). It also involves consultation and liaison on training programs, materials and their evaluation with stakeholders, including CSD management, other government and non-government agencies.

Note: This is a temporary position available until 24 December 2014.

Contact Officer: Estelle Anderson (02) 6205 3532 estelle.anderson@act.gov.au

Therapy ACT

Early Childhood Team/School Age Team

Speech Pathologist

Health Professional Level 1/2 \$50,899 - \$75,477, Canberra (PN: 26008, several)

Gazetted: 21 January 2014

Closing Date: 5 February 2014

Details: Therapy ACT has several temporary positions, with the possibility of permanency, available for Speech Pathologists. Successful applicants would commence in March 2014 and would be suitable for new graduates (HP1) or recent graduates (HP2). The successful applicant will work with a multidisciplinary age based team and be part of a progressive and large group of speech pathologists, with great opportunities for professional support and career development. HP1/2 duties include assessing, planning, implementing and evaluating individual and group programs for children with delays in development and people with a developmental disability in collaboration with clients, families and relevant stakeholders.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Speech Pathology. Eligible for membership to Speech Pathology Australia and current driver's licence. Current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - http://www.ors.act.gov.au/community/working_with_vulnerable_people.

Note: Positions are temporary for periods of up to six months with the possibility of extension and or permanency. Full-time or part-time hours will be considered.

Contact Officer: Jane ShunWah (02) 6205 1242 or (02) 6205 1275 jane.shunwah@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

Land Development

Sales, Marketing and Estate Management

Marketing

Marketing and Events Project Manager

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 18816)

Gazetted: 17 January 2014

Closing Date: 24 January 2014

Details: Expressions of interest are sought for a proactive and enthusiastic Marketing and Events Project Manager suitable for a fast paced marketing environment at the ACT Government's Land Development Agency (LDA). The role provides an opportunity to develop and implement a range of marketing and event campaigns and associated creative services and community development. The role involves the delivery of some key LDA events and requires experience in project management and stakeholder liaison.

Eligibility/Other Requirements: Marketing and event experience and an understanding of the land or property development market are highly desirable.

Notes: This is a temporary position available asap until 30 June 2014. Expressions of interest should include a supporting statement of no more than 2 pages outlining experience and/or ability in the areas identified in the Selection Criteria, contact details of at least two referees and a current curriculum vitae. Selection may be based on application only.

Applications should be sent to the contact officer.

Contact Officer: Jody Gleeson (02) 6205 1876 jody.gleeson@act.gov.au

Economic Development Directorate

Economic Development, Policy and Governance

Office of the Deputy Director-General

Administrative Support

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 32689)

Gazetted: 17 January 2014

Closing Date: 24 January 2014

Details: Economic Development, Policy and Governance Division are seeking a person to provide administrative support to a dynamic and high performing team. You will need to have experience with accounting systems used in the Division (see attached Selection Criteria). You will also need to have proven skills in coordination and collaboration to achieve objectives.

Notes: This is a temporary part-time position of 25 hours per week available 1 February 2014 until 30 June 2014. Expressions of interest are sought from potential candidates and should include a supporting statement of no more than 2 pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to the contact officer.

Contact Officer: Cathy Hudson (02) 6207 2185 cathy.hudson@act.gov.au

Tourism, Events and Sport

Sport and Recreation Services

Executive Support

Administrative Support Officer

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 10397)

Gazetted: 21 January 2014

Closing Date: 28 January 2014

Details: Sport and Recreation Services (SRS) is seeking expressions of interest for a short term temporary contract to undertake the role of Administrative Support Officer for the Branch. Key duties include: Providing administrative support to the Executive Team including matters relating to general executive office support, human resources and financial management; providing back up support as required to the sportsgrounds booking area, including providing excellent customer service and maintaining the sportsgrounds database; preparation of routine correspondence including Ministerials, briefs and other less complex written materials; utilise or quickly acquire a working knowledge and understanding of the legislation, policies and procedures associated with sport and recreation in the ACT; liaise with other parts of SRS, Economic Development Directorate and ACT Government (as directed) and service to customers, alliances and relationships with industry, and community organisations; achieve quality outputs and results through professionalism and understanding in applying public service values and work practices; process enquiries, customer queries and complaints handling, as well as maintaining the SRS webpage.

Note: This temporary position is available from 10 February 2014 until 30 June 2014 with the possibility of extension. Position may be filled on supporting statement and referee reports only. Expressions of interest are sought from potential candidates and should include a supporting statement of no more than 2 pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to the contact officer.

Contact Officer: Sam McAskill (02) 6207 2184 sam.mcaskill@act.gov.au

Tourism, Events and Sport

Sport and Recreation Services

ACT Academy of Sport

Administration Assistant

Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 33502)

Gazetted: 21 January 2014

Closing Date: 28 January 2014

Details: The ACT Academy of Sport (ACTAS) is seeking expressions of interest for a short term temporary contract to undertake the role of Administration Assistant for the Section. Key duties include: Administration support for the Sport Program Manager, the Individual Athlete Program Manager, and the Performance Services Manager. Coordination of athlete appointments with service providers, including: Psychologist, Dietitian and Athlete Career and Education Counsellor, manage incoming phone calls and reception duties in addition to maintaining a welcoming office environment; administration management of Visual Coaching Pro (VCP); assist with orders, stock and distribution of ACTAS uniforms; prepare and archive files; coordinate the ACTAS newsletter quarterly; receive and dispatch courier goods and mail; help with the annual satisfaction survey; assist with special projects as required (e.g. asset audits).

Notes: This temporary position is available from 10 February until 30 June 2014 with the possibility of extension. Position may be filled on supporting statement and referee reports only. Expressions of interest are sought from potential candidates and should include a supporting statement of no more than 2 pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae. Applications should be sent to the contact officer.

Contact Officer: Sam McAskill (02) 6207 2184 sam.mcaskill@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

Operational Integrity

Performance and Planning

Performance and Systems

Manager

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 17364)

Gazetted: 21 January 2014

Closing Date: 28 January 2014

Details: The Education and Training Directorate seeks a Manager to provide leadership to a small motivated team that coordinates and manages participation of ACT schools in local, national and international assessments and surveys. The officer will be responsible for the management, collection, analysis and reporting of data from system assessments and surveys and will be responsible for the provision of policy advice concerning the National Assessment Program and other assessments and surveys.

Contact Officer: Simon Tiller (02) 6205 9317 simon.tiller@act.gov.au

Note: 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 - http://www.ors.act.gov.au/community/working_with_vulnerable_people.

**Tertiary Education and Performance
Children's Policy and Regulation Unit
Education and Care Adviser**

Professional Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 23537)

Gazetted: 22 January 2014

Closing Date: 6 February 2014

Details: The Children's Policy and Regulation Unit are seeking a motivated professional to fill the position of Education and Care Adviser. Education and Care Advisers undertake assessment and monitoring activities as well as provide professional support and information on all aspects of education and care services to providers, educators, families and other stakeholders. This position is for an initial period of six months with the possibility of extension. Part time arrangements could be negotiated.

Eligibility/Other Requirements: Qualifications and experience in education and care is required. Related qualifications and experience will be considered. A current driver's licence is essential.

Note: This is a temporary position available until 30 June 2014 with a possibility of an extension. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to www.ors.act.gov.au.

Contact Officer: Susan Sullivan (02) 6207 1093 susan.sullivan@act.gov.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

**Regulation and Services Division
Office of the Surveyor-General**

Land Information

Manager, Land Information

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 15369)

Gazetted: 21 January 2014

Closing Date: 4 February 2014

Details: A Senior Manager in Geographic Information System (GIS) is required within the Office of the Surveyor-General, ACT Government. The successful candidate will manage a section of approximately eight staff to maintain land information data (cadastral, road, topographic, imagery etc), customised mapping and web mapping applications. Proven staff management and leadership together with technical expertise in spatial data management and applications are essential.

Eligibility/Other Requirements: Degree or Diploma in Spatial Science or related qualifications is highly desirable.

Contact Officer: Bill Hirst (02) 6207 1965 bill.hirst@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

Mental Health Justice Health Alcohol and Drug Services

Adult Mental Health Services

Clinical Nurse Consultant

Registered Nurse Level 3.2 \$101,556, Canberra (PN: 18375)

Gazetted: 23 January 2014

Closing Date: 6 February 2014

Details: Applications are sought from an enthusiastic and motivated individual for permanent appointment to the Clinical Nurse Consultant (CNC) position in the Mental Health Assessment Unit (MHAU) located within the Emergency Department at the Canberra Hospital. The CNC plays a key role in the development of clinical care and ongoing service delivery in the MHAU. At this level it is expected that you will demonstrate an ability to provide, high quality advanced clinical nursing skills, leadership and care to achieve sound outcomes for consumers. You will be required to provide supervision to junior staff, lead and participate in quality improvement initiatives and undertake ongoing professional development. The MHAU provides a safe environment for specialised mental health assessment, crisis stabilisation and treatment for all people presenting with an acute mental illness or disorder. The focus of care in the MHAU is comprehensive assessment and early decision making. The MHAU facilitates admission to the Adult Mental Health Unit or referral to appropriate services for those consumers who do require an admission. The ongoing development of strong relationships with community teams, Alcohol and Drug Services and the Adult Mental Health Unit is a priority of the Unit.

Eligibility/Other Requirements: Tertiary qualification or equivalent in Nursing with current Australian Health Practitioner Regulation Agency (AHPRA) registration and eligibility for membership of an appropriate professional organisation. Appropriate mental health knowledge, skills and attitudes. Desirable: Current driver's licence.

Previous Clinical Nurse Consultant experience in mental health or related field.

Note: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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: Fiona Keddie (02) 6174 5406

Canberra Hospital and Health Services

Women Youth and Children

Women's and Babies

Women's Health Sonographer

Health Professional Level 4 \$89,786 - \$96,809, Canberra (PN: 18997)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: The Fetal Medicine Unit within the Canberra Hospital currently has a full time Sonographer position available for 12 months. The successful applicant must have appropriate qualifications, obstetric and gynaecological imaging experience and have the ability to work independently within a team environment. This position requires a high level of communication skills and sensitive interaction in a high risk obstetric environment.

Eligibility/Other Requirements: ASAR accreditation.

Note: This is a temporary position available until 7 November 2014. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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: Debra Paolette (02) 6174 7461

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Team Leader

Health Professional Level 4 \$89,786 - \$96,809, Canberra (PN: 25282)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: The Child and Adolescent Mental Health Service (CAMHS) has a vacancy for a Team Leader at the CAMHS - South Community Team. CAMHS provides contemporary mental health services for children and adolescents who present with moderate to severe mental health presentations. CAMHS provides evidence-based assessment and interventions with a recovery focus. The successful applicant will be required to have extensive mental health service delivery experience along with highly developed management skills.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Nursing, Psychology, Social Work or Occupational Therapy with current unconditional ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation. A current driver's licence.

Note: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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) 6205 1756

Strategy and Corporate

People, Strategy and Services

Health Workforce Australia

ACT Region Integrated Clinical Training Network (ICTN) Secretariat Lead

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 24835)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: This is a Health Workforce Australia (HWA) funded role, located in ACT Health and is responsible to the Director of Health Workforce Australia Program and to the ACT Region Integrated Clinical Training Network (ICTN) to work as part of the broader ACT Health Workforce clinical training reform team.

If you are person centred and enjoy networking with people, have comprehensive secretariat and office administration skills, good understanding of databases including Microsoft applications and other information management systems, understand budgeting, and are able to develop and enter survey data this is the right job for you.

Note: This is a temporary position until the 31 December 2014 with a possibility of an extension. 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: Christine Waller (02) 6207 5275

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Community Care Program

Registered Nurse

Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 22695, several)

Gazetted: 23 January 2014

Closing Date: 6 February 2014

Details: The Community Care Program is seeking applications from Registered Nurses to fill full-time and part-time Registered Nurse Level 2 permanent positions. This recruitment process may be used to fill any future vacancies across the community nursing service within the next 12 months. Nurses interested in working in community nursing should have a wide range of clinical experience and be committed to high quality customer service with a multidisciplinary focus. The role requires an ability to work autonomously with a high level of problem solving ability. This is an exciting opportunity to work in a progressive and rewarding Program, providing community nursing services to the residents of Canberra, in their homes and in Health Centre clinics. Interested nurses are encouraged to speak with the contact officers to discuss these positions.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Current driver's licence. Tertiary or postgraduate qualifications and recent experience in a wide range of clinical hospital and/or community health settings is highly desirable.

Note: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the Selection Criteria provide a CV as a document to be uploaded and included with your application. Please arrange to have two referee contacts available (including one from a current supervisor).

Contact Officer: Judith Perry (02) 6205 1498

Canberra Hospital and Health Services

Women, Youth and Children

Child, Youth and Women's Health Program

Social Worker/Psychologist

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 29755)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: The Child at Risk Health Unit is seeking a Social Worker or Psychologist to join the therapy team. The therapy team provides specialised clinical services to children who have been abused and/or neglected and their families/carers. The Social Worker or Psychologist will need to be experienced in providing a range of therapeutic services to abused children and their carers.

Eligibility/Other Requirements: Registered or applied for registration with Australian Health Practitioner Regulation Authority. Tertiary qualification or equivalent in Psychology or Social Work. Masters or undertaking a masters degree may be an advantage. Current driver's licence.

Note: This is a part-time position at 29.40 hours per week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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: Cassandra Tinning (02) 6244 2712

Canberra Hospital and Health Services

Women, Youth and Children

Children, Youth and Women's Health Program

Physiotherapist

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 28547)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: Applications are invited from experienced Physiotherapists to work with the Division of Women, Youth and Children Community Health Programs Physiotherapy service. This is a new permanent part-time position at the HPO3 level and will expand the current service from one full-time Physiotherapist to 1.5 FTE staff. We are seeking applicants with a solid background in musculoskeletal physiotherapy and women's health and with paediatric experience particularly in the assessment and treatment of musculoskeletal and developmental issues for babies. The Physiotherapist provides clinical services for women in the antenatal and postnatal period and for babies less than 12 months of age. Services are currently provided at Tuggeranong and Belconnen Community Health Centres but may be extended to Gungahlin Health Centre. A limited number of home visits may be provided if required. The Physiotherapist service is part of the broader multidisciplinary services provided by the WYC CHP across the ACT and works closely with Maternal and Child Health Nurses and Allied Health practitioners. Experience in delivering group education and health promotion sessions would be a strong asset as we are developing a physiotherapy led postnatal women's group.

Eligibility/Other Requirements: Degree or Diploma in Physiotherapy, or recognised equivalent qualifications and be eligible for ACT Registration. Current driver's licence essential.

Note: This is a part-time position working 18:22 hours a week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. This position will involve duties across a number of health centres.

Contact Officer: Sue Clay (02) 6205 2752 sue.clay@act.gov.au

Director General Reports

Population Health

Health Protection Service

Public Health Officer

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 29636)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: Applications are invited for the temporary position of Health Professional Level 3. The position is senior within the Operations group of the Health Protection Service. The position will focus on provision of regulatory services provided to the community.

Eligibility/Other Requirements: Bachelor in Applied Science (Environmental Health) or Bachelor in Applied Science and Master or Graduate Diploma in Environmental Health or a Bachelor of Science with a Master or graduate diploma in Environmental Health or equivalent. Driver's licence.

Notes: This is a temporary position that is expected to be available for a period of six months with the possibility of extension. 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: Brian Jones (02) 6205 1713 brian.jones@act.gov.au

Strategy and Corporate

Quality and Safety

Patient Safety and Quality Unit

Policy and Projects Officer

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 04576)

Gazetted: 23 January 2014

Closing Date: 7 February 2014

Details: We have an exciting opportunity for someone with policy experience to join the Quality and Safety Branch as a Policy and Projects Officer. This role works as part of a small team consulting with staff on patient safety

issues, writing policy documents, providing education and information resources for staff on these issues and providing high level secretariat to strategic committees. If you have good communication skills and understand how clinical operations areas work this role will be of interest to you.

Note: This is a temporary position 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: Alison Banks (02) 6207 7040

Canberra Hospital and Health Services

Cancer Ambulatory and Community Health Services

Cancer Stream Administration

Outpatient Service Team Leader

Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 20178)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: An exciting opportunity exists for dynamic and motivated persons interested in the position of Team Leader within the Outpatient Services Administration Team. The position provides administrative and general office support to the Outpatient Services Department with duties including booking appointments, referral management, screening telephone calls, filing and data entry. Applicants will need to have excellent communication, organisational and time management skills with and an ability to liaise effectively with staff at all levels. A high level of knowledge and demonstrated ability in the use of health based IT systems including ACTPAS is required. This role requires demonstrated ability to ensure high quality customer service standards and to support and provide assistance to team members.

Note: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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: Kali Aiesi (02) 6244 2394

Canberra Hospital and Health Services

Women, Youth and Children

Child, Youth and Women's Health Program

Administrative Services Officer

Administrative Services Officer Class 2 \$46,372 - \$51,422, Canberra (PN: 17122)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: The successful applicant will provide administrative support to a multidisciplinary team working in the area of child abuse and trauma. The applicant will undertake routine administrative duties and the applicant must have experience in medical typing including the use of digital Dictaphone operation. A strong commitment to social justice in relation to children's issues is required.

Note: This is a part-time position at 22.05 hours per week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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: Cassandra Tinning (02) 6244 2712

Strategy and Corporate

Business and Infrastructure

Strategic Support

Logistics Support

Store Officer

Health Service Officer Level 4 \$43,599 - \$45,346, Canberra (PN: 26205)

Gazetted: 23 January 2014

Closing Date: 30 January 2014

Details: The Supply Services Unit forms part of the Logistic Support Section within the Business and Infrastructure Branch of ACT Health, delivering customer focused supply chain solutions to the Directorate. This advertised vacant position reports to the Store Supervisor. The successful candidate will be required to work within the Supply Services Unit at The Canberra Hospital and warehouse at Mitchell. To be successful in this position you will need to have proven experience in all aspects of stores management (issues, receipts, picking, stocktaking, etc) in a large warehouse environment operating in a computerised inventory control system.

Eligibility/Other Requirements: Current driver's licence.

Note: Selection may be based on written applications and referee reports only. This position may be located at either the Mitchell Supply Warehouse or The Canberra Hospital. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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: Francis Carn (02) 6207 8637

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

Strategic Finance

Chief Finance Officer

Executive Level 2.4 \$230,406 to \$243,066 depending on current superannuation arrangements, Canberra (PN: E742)

Gazetted: 21 January 2014

Closing Date: 4 February 2014

Details: Applications are being sought from suitably qualified individuals for the role of Chief Finance Officer, within the Justice and Community Safety Directorate. The Chief Finance Officer is a pivotal role within the Justice and Community Safety Directorate. The role provides strategic finance advice to the Ministers, the Director-General and the senior executive and is responsible for providing the fiscal leadership necessary to underpin the Directorate's financial strategy.

Notes: This is a temporary position available for a period of up to five years.

Contact Officer: Kathy Leigh (02) 6207 0500 kathy.leigh@act.gov.au

Security and Emergency Management

Policy Officer

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 42746)

Gazetted: 21 January 2014

Closing Date: 4 February 2014

Details: The occupant of this position will work as part of a small team and oversee the ACT Government counter-terrorism exercise program, whole-of-government policy coordination for critical infrastructure and places of mass

gathering protection, as well as assist in the development, maintenance and activation of the Territory Crisis Centre. The position requires high level policy and advice skills, a strategic approach to relationship management, and excellent communication skills.

Eligibility/Other Requirements: This is a Designated Security Assessed position to Negative Vetting 1 (secret) level. The successful applicant will be required to undergo, and be granted, a security clearance to the above level. If a clearance is not granted employment in the role will not commence or, if already commenced, will be terminated.

Notes: This is a temporary position available asap until 30 June 2014. Expressions of interest are sought from potential candidates and should include a supporting statement of no more than 2 pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to the contact officer.

Contact Officer: David Parkinson (02) 6205 2474 david.parkinson@act.gov.au

ACT Corrective Services

Community Corrections

Probation and Parole

Team Leader

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 43413)

Gazetted: 22 January 2014

Closing Date: 26 February 2014

Details: Manage teams of probation and parole staff, providing leadership, direction, also monitoring and evaluating staff performance. Ensure the provision of quality written and verbal advice to Courts and releasing authorities and responses to ministerial requests and questions. Liaise and negotiate with Court, the Sentence Administration Board of the ACT, victims and victims' agencies, community agencies, key stakeholders and offenders to provide assistance and advice on correctional matters.

Eligibility/Other Requirements: Demonstrated experience in working with offenders in the criminal justice system would be a distinct advantage. Relevant tertiary qualifications or management experience would be an advantage. Certificate IV in Correctional Practice - Community is required or the ability to complete this qualification within 12 months. Eligible candidates will be required to undergo a criminal history check. Eligible applicants may be required to undertake psychological aptitude testing as part of the assessment process. Current driver's licence is essential. Eligible applicants may be required to maintain a current Working with Vulnerable People check. For further information on Working with Vulnerable people registration refer to -

http://www.ors.act.gov.au/community/working_with_vulnerable_people.

Contact Officer: Simone Fowlie (02) 6207 0355 simone.fowlie@act.gov.au

ACT Corrective Services

Alexander Maconochie Centre

Corrections Programs - Offender Services

Librarian

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 15023)

Gazetted: 22 January 2014

Closing Date: 5 February 2014

Details: Provide general fiction, reference and information services within the Alexander Maconochie Centre Library. Organise and prioritise own workload, liaise with other officers within AMC to facilitate Library usage by detainees both on-site and in library. Liaise with ACT Corrective Services staff, Vocational Education (VET) Providers and other stakeholders in relation to specific requirements to coordinate, develop and implement training and education programs in the use of print and electronic library resources. Manage and develop technical

services functions, including cataloguing and lending procedures. Evaluate, select and recommend acquisition of print and electronic resources and materials.

Eligibility/Other Requirements: Qualification in Librarianship or Information Management will be highly regarded. Eligibility for professional membership of the Australian Library and Information Association would be desirable. A current driver's licence is essential. All eligible applicants will be subject to a Criminal History Check. Applicants will be required to undertake psychological aptitude testing as part of the assessment process. The successful applicant will require an ACT Working with Vulnerable People Card. For further information on Working With Vulnerable people registration refer to -

http://www.ors.act.gov.au/community/working_with_vulnerable_people.

Notes: This is a temporary position available from 21 February 2014 until 29 August 2014.

Contact Officer: Mark Bartlett (02) 6207 8983 mark.bartlett@act.gov.au

Emergency Services

Fire Brigade

Workforce Support Officer

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 33252)

Gazetted: 21 January 2014

Closing Date: 28 January 2014

Details: The Workforce Support Officer is responsible for recording time and attendance for all ACT Fire and Rescue (ACTF&R) staff into Kronos, the Workforce Management Tool and maintain the accuracy and integrity of data contained in Kronos. This position also provides administrative support to ACTF&R personnel.

Eligibility/Other Requirements: Experience in the use of KRONOS, the Workforce Management Tool or similar application is highly desirable.

Contact Officer: Greg Harmey (02) 6207 8128 greg.harmey@act.gov.au

ACT Corrective Services

Community Corrections

Probation and Parole

Administrative Assistant

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 49895, several)

Gazetted: 22 January 2014

Closing Date: 26 February 2014

Details: Work as a team member in a high volume work environment. Coordinate a range of tasks efficiently within a given activity with the purposes of completing it fully in accordance with the established time lines, legislation, policy, procedures and standards. Correctly decipher/extract and analyse information from a variety of sources and stakeholders. Maintain the storeroom and provide administrative assistance, including reception duties, photocopying, filing, record keeping, retrieving files. Undertake data entry, including accurate interpretation of Court and releasing authority Orders. Communicate effectively and clearly at all levels and within the team exchanging appropriate information. Maintain up to date, accurate and relevant manual and electronic records, including statistical reports and regular management reports.

Eligibility/Other Requirements: A driver's licence and a Senior First Aid certificate are essential. Eligible applicants will be subject to a police record check. Working with Vulnerable People Check clearance essential. For further information on Working with Vulnerable people registration refer to -

http://www.ors.act.gov.au/community/working_with_vulnerable_people.

Contact Officer: Simone Fowlie (02) 6207 0355 simone.fowlie@act.gov.au

Legal Aid Commission

Corporate Services

Chief Financial Officer

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 10)

Gazetted: 22 January 2014

Closing Date: 7 February 2014

Legal Aid ACT is looking to appoint a Chief Financial Officer (CFO). The CFO reports directly to the Chief Executive Officer. We are seeking a person with strong leadership skills to manage our Finance Team and contribute to the strategic direction of the Commission. This will include oversight of strategic and operational matters as they relate to financial reporting, budget management, cost benefit analysis, forecasting needs, the securing of new funding and business management.

Eligibility/Other Requirements: Completion of a relevant degree at an accredited college or university and CA/CPA qualified is essential. Minimum of five years post qualification financial experience and management experience is desirable.

Note: Salary range is expected to increase as a result of current Enterprise Agreement negotiations.

Contact Officer: John Boersig, Chief Executive Officer (02) 6243 3496 hr@legalaidact.org.au.

Applications can be forwarded to: hr@legalaidact.org.au or GPO Box 512, Canberra city ACT 2601.

Office of the Legislative Assembly

Committee Support

Committee Secretary

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 302)

Gazetted: 21 January 2014

Closing Date: 4 February 2014

As part of the Committee Support team, perform the role of Committee Secretary to an Assembly Committee or Committees and undertake other assistance as directed.

Notes: This is a temporary vacancy with the possibility of permanency from this process. This recruitment process may be used to fill similar vacancies within the next 12 months.

Contact Officer: Andrew Snedden (02) 6205 0199 andrew.snedden@parliament.act.gov.au Applications can be forwarded to: LAOLARecruitment@parliament.act.gov.au

Committee Support

Senior Research Officer

Administration Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 306)

Gazetted: 21 January 2014

Closing Date: 18 February 2014

As part of the Committee Support team, undertake detailed and complex research and analysis, contribute to the drafting of committee reports, and prepare issues papers and other background material.

Note: This recruitment process may be used to fill similar vacancies within the next 12 months.

Applications can be forwarded to: LAOLARecruitment@parliament.act.gov.au

Contact Officer: Andrew Snedden (02) 6205 0199 andrew.snedden@parliament.act.gov.au

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

Business Enterprises

ACT Property Group

Property, Projects and Services

Senior Manager, Property, Projects and Services

Senior Officer Grade A \$123,208, Canberra (PN: 19059)

Gazetted: 22 January 2014

Closing Date: 29 January 2014

Details: ACT Property Group requires a suitably qualified and experienced person to lead their Property Projects and Services team. This person will be responsible for delivering an extensive property maintenance and minor new works program across the ACT Government, utilising a team of trades and services staff and employing contractors as needed.

Notes: This is a temporary vacancy for the period 14 February 2014 to 31 December 2014 with possibility of extension and possibility of permanency in accordance with M2 of the Territory and Municipal Services Enterprise Agreement. 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 - http://www.ors.act.gov.au/community/working_with_vulnerable_people.

Contact Officer: Daniel Bailey (02) 6213 0748 daniel.bailey@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.

Business Enterprises

ACT Property Group

Property, Projects and Services

Manager Contracts and Response

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 18240)

Gazetted: 17 January 2014

Closing Date: 24 January 2014

Details: ACT Property Group's Property, Projects and Services section is seeking a highly motivated individual to fulfil the role of Manager Contracts and Response for a period of 3 months while the incumbent is on 3 months long service leave. The position manages the procurement, contracting and response centre functions of the Group and is responsible for 6 subordinate staff. Daily duties including procurement and contracting; liaison with internal and external project officers, trade staff and contractors; liaison and negotiation with Shared Services Procurement and internal and external clients. It requires a strong negotiator with good technical skills.

Eligibility/Other Requirements: Certificate IV in Government (Procurement and Contracting) or equivalent.

Notes: This temporary position is available 17 February 2014 until 17 May 2014. 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.

Expressions of interest are sought from potential candidates and should include a supporting statement of no more than 2 pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to the contact officer.

Contact Officer: Darran Quade (02) 6207 8111 darran.quade@act.gov.au

Roads and Public Transport

Roads ACT

Road Maintenance

Asset Management Engineer

Professional Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 27798)

Gazetted: 21 January 2014

Closing Date: 6 February 2014

Details: Roads ACT is seeking an Engineer to join its Road and Bridge Maintenance Planning Team, responsible for using computer-based applications for infrastructure planning and maintenance works (eg Pavement Management System) in providing safe and effective assets for use by the public. The position provides technical input for various maintenance works and programs (designs for resurfacing, bridge assessments, reports on defective pavements and planning, development and drafting of works programs) and prepares tenders for contracting with service providers and consultants. The position provides interesting technical work in a supportive work environment.

Eligibility/Other Requirements: Tertiary qualifications in Civil Engineering recognised by the Institution of Engineers (Aust).

Note: 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.

Contact Officer: Daniel O'Connell (02) 6207 6599 dan.oconnell@act.gov.au

Business Enterprises

ACT Property Group

Executive

Executive Assistant

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 15553)

Gazetted: 21 January 2014

Closing Date: 28 January 2014

Details: The ACT Property Group is seeking an experienced and enthusiastic Executive Assistant to support the Director. We are looking for a team player with strong communication and organisational skills, who will be responsible for supporting the Director and the management team in the day-to-day operations of the Group.

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

Contact Officer: Daniel Bailey (02) 6205 2250 daniel.bailey@act.gov.au

Roads and Public Transport

Roads ACT

Road Maintenance Services

Road Worker

General Service Officer Level 5/6 \$45,647 - \$50,446, Canberra (PN: 23243)

Gazetted: 22 January 2014

Closing Date: 29 January 2014

Details: Road Maintenance Services is seeking a suitable candidate who, under general direction from the Works Supervisor, will carry out general road maintenance duties within a road maintenance team. Duties include line

marking, sign maintenance, pothole repair, traffic control and operation of a range of road maintenance plant and equipment.

Eligibility/Other Requirements: Current vehicle licence, RTA Traffic Control Certificate and OH&S industry induction, or progress towards attainment of these.

Notes: This temporary position is available January 2014 to January 2015 and may lead to a permanent appointment in accordance with M2 of the Territory and Municipal Services Enterprise Agreement. Position may be filled on application and referee reports only.

Contact Officer: Ross Schofield 0417 434 977 ross.schofield@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 and Treasury

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

Marvin Ng 836-12773, Section 68(1), 20 January 2014

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

Jian Wang 836-12677, Section 68(1), 20 January 2014

Commerce and Works

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

Robert Casey 836-13813, Section 68(1), 20 January 2014

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

George Dekantios 835-81532, Section 68(1), 15 January 2014

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

Timothy Mitchell 835-88339, Section 68(1), 9 January 2014

Community Services

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

Melinda McIntyre 836-12730, Section 68(1), 16 January 2014

Health

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)

Kate Carnall 833-45601, Section 68(1), 20 January 2014

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)

Carol Chan 836-13282, Section 68(1), 20 January 2014

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

Margaret Hickey 836-11885, Section 68(1), 20 January 2014

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

Neetara Lakhan 836-13303, Section 68(1), 20 January 2014

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

Cassandra Nolan 834-52327, Section 68(1), 20 January 2014

Enrolled Nurse Level 1 \$50,160 - \$53,766

Patience Sachikonye 825-49514, Section 68(1), 9 February 2014

TRANSFERS

Canberra Institute of Technology

Munir Ahmad Saeed: 821-02878

From: Teacher Band 1 \$87,261

Canberra Institute of Technology

To: Teacher Band 1 \$62,403 - \$83,963

Canberra Institute of Technology, Canberra (PN. 51518) (Gazetted 30 October 2013)

Chief Minister and Treasury

Mark Lee: 835-30073

From: Classroom Teacher \$55,775 - \$88,184

Education and Training

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

Chief Minister and Treasury, Canberra (PN. 09304) (Gazetted 2 October 2013)

Health

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. 14044) (Gazetted 21 November 2013)

PROMOTIONS

Chief Minister and Treasury

Investment and Economic Division

Economics

Various

Matthew Smith: 821-20240

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

Chief Minister and Treasury

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

Chief Minister and Treasury, Canberra (PN. 43381) (Gazetted 20 September 2013)

Community Services

Officer for Children Youth and Family Support

Care and Protection Services

Quality Practice and Compliance

Edward Reilly: 835-62892

From: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)

Community Services

To: †Health Professional Level 4 \$89,786 - \$96,809

Community Services, Canberra (PN. 09242) (Gazetted 21 November 2013)

Education and Training

Office for Schools

Belconnen Network

Florey Primary School

Bernadette Allen: 706-11077

From: Classroom Teacher \$55,775 - \$88,184

Education and Training

To: †School Leader C \$101,775

Education and Training, Canberra (PN. 03767) (Gazetted 24 October 2013)

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.

Learning, Teaching, Student Engagement

Learning and Teaching

Early Childhood

Amber Anderson: 775-67267

From: Classroom Teacher \$55,775 - \$88,184

Education and Training

To: †School Leader C \$101,775

Education and Training, Canberra (PN. 03622) (Gazetted 30 July 2013)

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 for Schools

North Canberra/Gungahlin Network

Harrison School

Angela Mary Bonner: 778-96992

From: Classroom Teacher \$55,775 - \$88,184

Education and Training

To: †School Leader C \$101,775

Education and Training, Canberra (PN. 16682) (Gazetted 30 October 2013)

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 for Schools

Belconnen Network

Florey Primary School

Adam Chad: 755-77859

From: Classroom Teacher \$55,775 - \$88,184

Education and Training

To: †School Leader C \$101,775

Education and Training, Canberra (PN. 33694) (Gazetted 24 October 2013)

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 for Schools

Tuggeranong Network

Wanniassa School

Stacey Ann Griffiths: 798-39609

From: Classroom Teacher \$55,775 - \$88,184

Education Directorate

To: †School Leader C \$101,775

Education and Training, Canberra (PN. 02043) (Gazetted 1 November 2013)

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 for Schools

Belconnen Network

Melba Copland Secondary School

Marion McIntosh: 027-43596

From: School Leader C \$101,775

Education and Training

To: †School Leader B \$118,502

Education and Training, Canberra (PN. 04129) (Gazetted 25 October 2013)

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.

Education Strategy

Learning and Teaching

Quality Teaching and Contemporary Practice

Laurel Rodrigues: 778-9799

From: Classroom Teacher \$55,775 - \$88,184

Education and Training

To: †School Leader C \$101,775

Education and Training, Canberra (PN. 02281) (Gazetted 20 November 2013)

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 for Schools

Belconnen Network

Macgregor Primary School

Christopher Shaddock: 777-86056

From: School Leader C \$101,775

Education and Training

To: †School Leader B \$118,502

Education and Training, Canberra (PN. 04025) (Gazetted 24 October 2013)

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.

Health

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Nursing

Barno Akhmedova: 813-18642

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

Health

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

Health, Canberra (PN. 22426) (Gazetted 7 November 2013)

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Community Care Program

Matthew Blanckensee: 834-52861

From: Health Professional Level 2 \$54,414 - \$75,477

Health

To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)

Health, Canberra (PN. 16264) (Gazetted 21 November 2013)

Canberra Hospital and Health Services

Timothy Bool: 821-21833

From: Enrolled Nurse Level 2 \$54,667

Health

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

Health, Canberra (PN. 32851) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Nursing

Cristine Calagos: 824-31786

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

Health

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 20179) (Gazetted 7 November 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Lawrencia Chaparadza: 821-59436

From: Enrolled Nurse Level 1 \$50,160 - \$53,766

Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32790) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Community Care Program

Renai De Marco: 840-50901

From: Health Professional Level 2 \$54,414 - \$75,477

Calvary Health Care ACT (Public)

To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Health, Canberra (PN. 23680) (Gazetted 21 November 2013)

Strategy and Corporate

Performance and Innovation

Roy Gras: 780-47044

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

Health

To: Administrative Services Officer Class 6 \$70,913 - \$81,460
Health, Canberra (PN. 32721) (Gazetted 21 November 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Ruth Grovenor: 827-26971

From: Enrolled Nurse Level 1 \$50,160 - \$53,766

Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32791) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Christine Heinrich: 259-55313

From: Enrolled Nurse Level 1 \$50,160 - \$53,766

Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32788) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Laura Hudson: 836-03439

From: Enrolled Nurse Level 1 \$50,160 - \$53,766
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32789) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Leanne Knight: 827-22313

From: Enrolled Nurse Level 1 \$50,160 - \$53,766
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32792) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Nursing

Linu Mathew: 821-58652

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

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 26982) (Gazetted 7 November 2013)

Strategy and Corporate

Performance and Innovation

Paul McLachlan: 607-92847

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

To: Administrative Services Officer Class 6 \$70,913 - \$81,460
Health, Canberra (PN. 32725) (Gazetted 21 November 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Naume Mungofa: 824-32412

From: Enrolled Nurse Level 1 \$50,160 - \$53,766
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32783) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Women, Youth and Children

Paediatrics

Shannon Reakes: 820-72816

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

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 33319) (Gazetted 12 December 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Natalie Ritzau: 835-95942

From: Enrolled Nurse Level 1 \$50,160 - \$53,766
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32786) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Alana Scicluna: 795-54574

From: Enrolled Nurse Level 1 \$50,160 - \$53,766
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32784) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Tarkan Tez: 836-00457

From: Assistant in Nursing \$42,160 - \$43,674
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32775) (Gazetted 20 June 2013)

Canberra Hospital and Health Services

Operational Support

Nursing Administration

Margaret Wooldridge: 820-99007

From: Enrolled Nurse Level 1 \$50,160 - \$53,766
Health

To: Registered Nurse Level 1 \$55,567 - \$75,084
Health, Canberra (PN. 32787) (Gazetted 20 June 2013)

Territory and Municipal Services

Canberra Connect

Shopfront Services

Robyn Duggan: 820-85668

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

To: †Administrative Services Officer Class 4 \$58,870 - \$63,917
Territory and Municipal Services, Canberra (PN. 55645) (Gazetted 29 November 2013)

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.

CORRIGENDA

Commerce and Works

Shared Services

Procurement

Health Infrastructure Program

Reuben Pellizer: 835-87459

From: Graduate Administrative Assistant \$58,870 - \$60,739

Commerce and Works

To: Professional Officer Grade 1 \$49,452 - \$69,377

Commerce and Works, Canberra (PN.33423)

Notified in gazette 16 January 2014 with incorrect position number.

Health

Canberra Hospital and Health Services

Women, Youth and Children

Paediatrics

Shannon Reakes: 82072816

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

Health

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

Health, Canberra (PN. 33319) (Gazette 12 December 2013)

Promotion incorrectly gazetted 16 January 2013.