



ACT Government Gazette

Gazetted Notices for the week beginning 13 February 2014

Executive Notices

Chief Minister and Treasury

Engagement

Katherine Leigh – Director-General (E900) Section 23D and 28 of the Public Sector Management Act 1994

Community Services

Variation – Assignment

Christine Murray – Director People Management (E673) Section 80A(1)(b) of the Public Sector Management Act 1994

Health

Contract Cessations

Note: The following Executives have been issued with a new contract. The notification is in accordance with the provisions of section 81 of the Public Sector Management Act 1994.

Barbara Reid – Executive Director, Surgical Services (E623) – 30/01/2014

Engagement

Barbara Reid - Executive Director, Surgical Services (E623) Section 72 of the Public Sector Management Act 1994

VACANCIES

Capital Metro

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

Governance and Operations

Ministerial and Government Business Officer

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 32234)

Gazetted: 19 February 2014

Closing Date: 5 March 2014

Details: Capital Metro Division within the Economic Development Directorate engages staff for the Capital Metro Agency in anticipation of being transferred into the Agency once appropriate employment arrangements are in place. The Agency has responsibility for the design, procurement and delivery of a light rail service between Gungahlin and the City. The Ministerial and Government Business Officer will facilitate services and functions relating to Cabinet, the Legislative Assembly, the Ministers office and the Project Board.

Contact Officer: Daniel Hughes (02) 6207 5424 daniel.hughes@act.gov.au

Governance and Operations

Project Support and Administration

Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 33668)

Gazetted: 18 February 2014

Closing Date: 4 March 2014

Details: Capital Metro Division within the Economic Development Directorate engages staff for the Capital Metro Agency in anticipation of being transferred into the Agency once appropriate employment arrangements are in place. The Agency has responsibility for the design, procurement and delivery of a light rail service between Gungahlin and the City. The Executive Assistant will provide high level executive administrative and secretarial services to the Deputy Director-General and the Agency.

Contact Officer: Daniel Hughes (02) 6207 5424 daniel.hughes@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

Policy and Organisational Services

Governance, Advocacy and Community Policy

Community Development Services

Assistant Manager

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 03874)

Gazetted: 14 February 2014

Closing Date: 21 February 2014

Details: Community Development Services is seeking a Senior Officer. The position has primary responsibility for the management of the Community Services Program, including contract and relationship management, and the ACT Concessions Program, including the ACT Funeral Assistance Program, the Spectacles Subsidy Scheme, and the Taxi Subsidy Scheme. The Senior Officer will: manage all elements of the purchase of human services; undertake the day-to-day coordination and supervision of the Community Development Services and Concessions teams; provide high quality advice and analysis; undertake project work; and prepare complex reports, briefings and detailed correspondence on strategic issues.

Eligibility/Other Requirements: Experience in funding agreement management in a human services area and/or social policy development is highly desirable.

Notes: This is a temporary position available to 31 August 2014 with the possibility of extension. Selection may be based on application only. Late applications will not be accepted.

Contact Officer: Janelle Wheatley (02) 6207 2343 janelle.wheatley@act.gov.au

Office for Children and Family Support

Youth Justice

Youth Services

Team Leader

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 32470)

Gazetted: 18 February 2014

Closing Date: 25 February 2014

Details: A position has become available in the Youth Justice Case Management team. The successful occupant of this position will lead a team of case managers to use evidence-based practice, to undertake assessments and supervision of young people on youth justice orders issued by the courts, in accordance with legal requirements and relevant policies and procedures.

Eligibility/Other Requirements: Relevant tertiary qualifications in social work, psychology, law, or related discipline. At least two years experience in case management roles. Current Drivers licence. Previous experience in working with young people in a youth based setting.

Notes: This temporary position is available asap until 9 June 2014 with the possibility of an extension. The position may be filled based on written applications and referee reports only. Successful applicants will be placed on a merit list which will be utilised for a Youth Justice Case Management temporary register. 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.

Expressions of interest are sought from potential candidates and should include a supporting statement of no more than five 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: Christina Towns (02) 6205 0416 christina.towns@act.gov.au

Housing and Community Services

Housing ACT

Tenancy Operations

Client Support Coordinator

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 03846)

Gazetted: 14 February 2014

Closing Date: 28 February 2014

Details: The Client Support Coordinator provides specialist advice and support to public housing tenants who may be experiencing issues that impact on their ability to maintain a tenancy. We are looking for a person who is able to provide innovative and flexible service responses to achieve better housing and social outcomes. The successful applicant will have a good understanding of the role Housing ACT plays in the community. They will need to demonstrate that they have excellent interpersonal, problem solving, communication (oral and written) and time management skills.

Eligibility/Other Requirements: Relevant tertiary qualifications in Social Work, Welfare Work or Community Development and/or a minimum of three years working with clients with complex needs are highly desirable.

Experience in using a range of IT business and office applications. Current driver's licence.

Note: This is a temporary position available until 5 September 2014 with the possibility of extension. 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: Mark Williams (02) 6205 1458 mark.williams@act.gov.au

Disability ACT

Executive Unit

Executive Assistant

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 20617)

Gazetted: 18 February 2014

Closing Date: 25 February 2014

Details: An exciting opportunity has arisen for an experienced and enthusiastic Executive Assistant who possesses strong communication and organisational skills, and who will undertake responsibility for the management of the day-to-day operations of the two Directors. The position involves the management and coordination of incoming and outgoing correspondence, management of two executive diaries, filing, preparation of less complex correspondence and research tasks including small projects when required.

Eligibility/Other Requirements: Previous experience as an Executive Assistant is highly desirable.

Notes: This is a temporary position available until 28 February 2015.

Contact Officer: Fran Fitzgerald (02) 6205 0926 fran.fitzgerald@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

Gambling and Racing Commission

Legislation and Policy Review

Manager

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 55658, expected vacancy)

Gazetted: 13 February 2014

Closing Date: 27 February 2014

Details: As Manager, Legislation and Policy Review, you would be responsible for policy development and implementation, including research into gaming related issues in the Territory. Duties will include: managing a small team to develop and implement complex regulatory policy proposals relating to gambling legislation; prepare high level regulatory and policy advice and related correspondence; research, prepare and coordinate reports, submissions and high level briefings on gambling matters; and negotiate, liaise and represent the Commission in dealings with other government agencies, industry and the public.

Contact Officer: Ron Leonard (02) 6207 0378 ron.leonard@act.gov.au

ACT Gambling and Racing Commission

Office of the Chief Executive

Executive Assistant

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 02045)

Gazetted: 18 February 2014

Closing Date: 4 March 2014

Details: The ACT Gambling and Racing Commission are seeking an enthusiastic and highly motivated person for the role of Executive Assistant. This position will provide high level administrative support and coordination to the Chief Executive (CE) and Commission Board. As Executive Assistant to the Commission's CE you will be required to: coordinate the CE's diary of appointments/meetings, screen telephone calls and review incoming correspondence/emails; provide secretariat services to the Commission Board and other Forums inclusive of compiling and distributing board papers, taking minutes and maintaining related records; represent the Commission in dealings with other government agencies, industry and the public as required; draft routine correspondence/briefings for the CE; manage and coordinate the Commission's office systems including travel arrangements, filing, stationery and office environment; and assist with research tasks, gaming and racing regulatory matters, general office administration and projects as required.

Contact Officer: Ron Leonard (02) 6207 0378 ron.leonard@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

Strategy and Coordination

Information, Communications and Governance

Information and Knowledge Services

Manager

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 04074)

Gazetted: 14 February 2014

Closing Date: 28 February 2014

Details: In supporting the ACT Education and Training Directorate's Chief Information Officer, the Manager, ICT Governance and Policy is responsible for the management of the Directorate's ICT governance framework, including key aspects such as strategic alignment, risk management, value delivery and performance management. This position also includes: demonstrated experience in the development and implementation of ICT governance frameworks and an understanding of relevant standards and methodologies to improve project governance for the Directorate; highly developed team leadership skills and experience in managing complex ICT projects; highly developed analytical, conceptual, research and written communication skills (including the provision of complex strategic and policy advice to the Minister for Education and Training, Chief Information Officer and senior management). Demonstrated capacity to develop and implement policies and procedures to support schools in

the use of ICT to improve student learning and the ability to successfully operate and deliver in a complex and dynamic environment.

Eligibility/Other Requirements: Desirable: Project Governance experience and project leadership. Formal Project Management training (PRINCE2), and/or experience in managing ICT related projects.

Contact Officer: Mark Huxley (02) 6205 6749 mark.huxley@act.gov.au

**Office for Schools
Belconnen Network
Evatt Primary School
LOTE Teacher**

Classroom Teacher \$55,775 - \$88,184, Canberra (PN: 04190)

Gazetted: 14 February 2014

Closing Date: 21 February 2014

Details: Evatt School is a Preschool to year 6 school in North West Belconnen. We are looking for a teacher of Japanese. The applicant will speak fluent Japanese and have the capacity to develop in students an understanding and recognition of Asia and Australia's engagement with Asia in line with the capabilities expressed in the Australian Curriculum. The Program will ensure that students learn about and engage with Japanese cultures in ways that recognise commonalities and differences, create connections with others and cultivate mutual respect. The successful applicant will work across the School from year 1 to year 6 over three days per week. This is a new position and an exciting opportunity for the successful applicant to develop and shape the Program.

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).

Notes: This is a part-time position at 22:03 hours per week. This position will commence on 28 April 2014.

Contact Officer: Susan Skinner (02) 6205 5999 susan.skinner@ed.act.edu.au

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

**Office for Schools
Belconnen Network
Evatt Primary School**

Classroom Teacher - English as an additional Language or Dialect

Classroom Teacher \$55,775 - \$88,184, Canberra (PN: 35526)

Gazetted: 17 February 2014

Closing Date: 3 March 2014

Details: Evatt Primary is a Preschool to Year 6 School located in the Melba Copland schools cluster in the north-west area of the ACT. In the last 12 months, Evatt Primary School has continued to show improvement and growth. The School celebrates the broad diversity of our students and accommodates individual needs through special education units, integration support programs, differentiated learning including gifted and talented programs and identified targeted intervention including a significant group of children with English as an additional language or dialect (EALD). There is a strong commitment to team planning and ongoing professional learning by all staff. The School is looking to fill a vacancy as the EALD Teacher. Ideally the candidate will have experience in working with EALD students and an understanding of the testing process.

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).

Note: This is a part-time temporary position working at 14:42 hours per week, available from 28 April 2014 to 26 January 2015. 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: Susan Skinner (02) 6205 5999 susan.skinner@ed.act.edu.au

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

**Office for Schools
Belconnen Network
Evatt Primary School
Classroom Teacher**

Classroom Teacher \$55,775 - \$88,184, Canberra (PN: 18020)

Gazetted: 14 February 2014

Closing Date: 28 February 2014

Details: Evatt Primary is a Pre-school to Year 6 school located in the Melba Copland schools cluster in the north-west area of the ACT. In the last twelve months, Evatt Primary School has continued to show improvement and growth. The school celebrates the broad diversity of our students and accommodates individual needs through special education units, integration support programs, differentiated learning including gifted and talented programs and identified targeted intervention including a significant group of children with English as an additional language or dialect (EALD). There is a strong commitment to team planning and ongoing professional learning by all staff. The school is looking to fill a vacancy in a Kindergarten class. Ideally, the suitable candidate will have Early Childhood qualifications and experience in teaching Kindergarten.

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

Note: This is temporary position available from 28/04/2014 to 26/01/2015. 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.

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: Susan Skinner (02) 6205 5999 susan.skinner@ed.act.edu.au

**Office for Schools
Belconnen Network
Evatt Primary School
Classroom Teacher**

Classroom Teacher \$55,775 - \$88,184, Canberra (PN: 07653)

Gazetted: 17 February 2014

Closing Date: 3 March 2014

Details: Evatt Primary is a P- 6 school located in the Melba Copland schools cluster in the north-west area of the ACT. In the last twelve months, Evatt Primary School has continued to show improvement and growth. The school celebrates the broad diversity of our students and accommodates individual needs through special education units, integration support programs, differentiated learning including gifted and talented programs and identified targeted intervention including a significant group of children with English as an additional language or dialect (EALD). There is a strong commitment to team planning and ongoing professional learning by all staff. The school is looking to fill a vacancy in a year 1 / 2 multi-age class.

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).

Note: This is a temporary part-time position at 14:42 hours a week from 28 April 2014 to 26 January 2015. 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: Susan Skinner (02)6205 5999 susan.skinner@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 and Gungahlin Network
Amaroo School
Defence Transition Mentor**

School Assistant 2/3 \$39,431 - \$48,474, Canberra (PN: 28315)

Gazetted: 14 February 2014

Closing Date: 28 February 2014

Details: An opportunity exists at Amaroo School for a Defence Transition Mentor (DTM). The successful occupant of this position will provide information and support and develop a range of activities for the young people of Australian Defence Force (ADF) families to ease the uncertainty experienced during times of transition.

Eligibility/Other Requirements: Possession of a current driver's licence. First Aid qualification, or willingness to undertake appropriate training would be desirable.

Notes: This is a temporary part-time position at 25:00 hours per week available until 30 June 2014 with the possibility of extension. The DTM provides assistance to ADF children and families in Year 7 to Year 10. The DTM is not a Teacher or Counsellor, nor is it intended that the DTM work with any one child on a long term basis. 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: Siobhan Lambert (02) 6205 2808 Siobhan.Lambert@ed.act.edu.au

Office for Schools

North and Gungahlin Network

Amaroo School

Defence School Transition Aide

School Assistant 2/3 \$39,431 - \$48,474, Canberra (PN: 16645)

Gazetted: 14 February 2014

Closing Date: 28 February 2014

Details: An opportunity exists at Amaroo School for a Defence School Transition Aide (DSTA). The successful occupant of this position will provide information and support and develop a range of activities for the young people of Australian Defence Force (ADF) families to ease the uncertainty experienced during times of transition.

Eligibility/Other Requirements: Desirable: Possession of a current driver's licence. First Aid qualification or willingness to undertake appropriate training.

Notes: Please note this is a temporary part-time position available until 30 June 2014 with the possibility of extension working 18:00 hours per week. The DSTA provides assistance to ADF children and families from Preschool - Year 5. The DSTA is not a teacher or counsellor, nor is it intended that the DSTA work with any one child on a long term basis. 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: Siobhan Lambert (02) 6205 2808 siobhan.lambert@ed.act.edu.au

Office for Schools

North Gungahlin

Turner School

School Administrative Assistant (Secretary)

School Assistant 2 \$39,431 - \$43,728, Canberra (PN: 33642)

Gazetted: 18 February 2014

Closing Date: 4 March 2014

Details: Turner School is seeking a highly motivated person with excellent customer service and computer program skills including Maze, Publisher, PowerPoint and Word to work flexibly and effectively as part of a team. This position involves 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: A high understanding of computer systems desirable. First Aid qualification, or willingness to undertake appropriate training.

Notes: Applicants are strongly encouraged to contact the Business Manager for further information regarding this position. An order of merit will be established from this process that may be used to fill future vacancies within the next 12 months on either a permanent or temporary basis. 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: Deborah Parr (02) 6205 6622 deborah.parr@ed.act.edu.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>

Director General Reports

Population Health

Health Protection Services

Manager Environmental Health Projects

Health Professional Level 5 \$106,086 - \$119,426, Canberra (PN: 00355)

Gazetted: 20 February 2014

Closing Date: 6 March 2014

Details: The Health Protection Service has a Manager position available in the Environmental Health Projects Team. The position offers an opportunity to plan and develop high level policy to protect public health in a dynamic and changing environment. The Australian Capital Territory provides a modern life style with extensive career development potential. Canberra is a dynamic multicultural environment with excellent facilities and unique lifestyle choices that are without equal. Further information about living in Canberra is available from www.liveincanberra.com.au

Eligibility/Other Requirements: Tertiary qualification Science Degree in a health 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: Lyndell Hudson (02) 6205 1700

Canberra Hospital and Health Services

Clinical Support Services

Acute Support Services

Extended Scope Physiotherapist

Health Professional Level 5 \$106,086 - \$119,426, Canberra (PN: 32648, several)

Gazetted: 20 February 2014

Closing Date: 6 March 2014

Details: This role requires a Physiotherapist to provide expert musculoskeletal assessment, diagnosis and appropriate onward management for patients presenting with chronic and/or acute pain to an Outpatient clinic and or Emergency Department. Included in this role will be extended scope physiotherapy tasks, such as, but not limited to, independent management of fractures, independent management of complex Orthopaedic patients, independent review of radiology and interpretation of investigations. ACT Health through the Office of the Chief Allied Officer has been exploring extended scope roles for the last two years in collaboration with the International Centre for Allied Health Evidence – as such the process has followed a strict evidence-based approach in the development of models of care and role definitions.

Eligibility/Other Requirements: Degree or equivalent qualification in Physiotherapy. Registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Masters level qualification in a relevant clinical field. Completion of a recognised postgraduate qualification and advanced training in the relevant specialist area (e.g. graduate diploma in Extended Scope Physiotherapy or a substantial equivalent). Minimum five years clinical experience post entry-level qualification and minimum three years experience in the relevant specialist area.

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. Selection may be based on written application and referee reports only. This is a full-time position, however part-time applications may be considered. This recruitment process will be used to fill a full-time permanent position as well as a temporary

position. This position(s) may be required to participate in overtime, on call, and/or rotation roster. This duty statement outlines a range of possible duties that staff are expected to perform at this level. The emphasis placed on each duty will vary according to the requirements of each position.

Contact Officer: Jo Morris (02) 6244 2154 jo.morris@act.gov.au

Canberra Hospital and Health Services
Women, Youth and Children
Children, Youth and Women's Health Program
Clinical Nurse Consultant
Registered Nurse Level 3.2 \$101,556, Canberra (PN: 29109)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: The Women, Youth and Children Community Health Program is seeking an enthusiastic Senior Nurse with specialist knowledge and skills in the care of children, parents and families to provide leadership to a team of Maternal and Child Health nurses working within a primary health care model with families, infants and young children.

Eligibility/Other Requirements: Registered or eligible for registration with the AHPRA. Holds a current driver's licence. Holds post graduate qualifications in Maternal, Child and Family Health Nursing. Relevant higher level tertiary qualifications are 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 as a document to be uploaded and included with your application.

Contact Officer: Sue Byrnes (02) 6205 2141

Canberra Hospital and Health Services
Women, Youth and Children
Children, Youth and Women's Health Program
Nurse Manager
Registered Nurse Level 4.1 \$101,556, Canberra (PN: 33499)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: The Women, Youth and Children's Community Health Program is seeking a dynamic Senior Nurse to lead a team of Maternal and Child Health Nurses committed to a primary health care approach in working with parents throughout the early years of childhood to promote the health and wellbeing of children and families.

Eligibility/Other Requirements: Registered or eligible to register as a General Nurse/Midwife with the Australian Health Practitioner Regulation Agency (AHPRA). Holds post graduate qualifications in Maternal, Child and Family Health Nursing. Has a current driver's licence. Holds or is working towards a higher degree in Health Services Management 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 as a document to be uploaded and included with your application.

Contact Officer: Sue Byrnes (02) 6205 2141

Director General Reports
Population Health
Population Health Executive Office
Senior Policy Officer
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 29558)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: The Office of the Chief Health Officer (OCHO) is seeking a highly motivated individual to fill the role of Senior Policy Officer. The OCHO is involved in the development and implementation of policy related to a variety of public health issues including gene technology and obesity.

Note: This is a temporary position, available for a period of 10 months with the possibility of extension. 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: Emily Harper (02) 6205 2245 emily.harper@act.gov.au

**Canberra Hospital and Health Services
Cancer Ambulatory and Community Health Services
Cancer Stream Administration
Palliative Care Counsellor**

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 18945)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: ACT Health currently has a vacancy for a Social Worker with extensive counselling background to work in the Palliative Care team at the Canberra Hospital (CH). Applications are invited from experienced Social Workers to provide high quality Palliative Care services for clinical assessments and interventions in the outpatient service area. The Cancer Psychosocial Service, where this position is based, is a multi-disciplinary social work and psychology service and strives for high standards of current best practice.

Eligibility/Other Requirements: An AASW accredited Bachelor of Social Work Degree or Master of Social Work (qualifying) is required for entry into the profession of Social Work, and to meet the minimum eligibility requirements for AASW membership. A minimum of two years experience in Palliative Care and/or Oncology Services is essential. Current driver's licence. Working with Vulnerable People Clearance. For further information on Working with Vulnerable People registration - <http://www.ors.act.gov.au/community/working> with vulnerable people.

Note: This is a temporary position available for four months. This position may be required to participate in an over-time, on call and/or rotation roster. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application and the contact details of two referees.

Contact Officer: Toni Ashmore (02) 6244 3420

**Canberra Hospital and Health Services
Performance and Innovation
Activity Based Funding
Data and Costing Officer**

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 18077)

Gazetted: 20 February 2014

Closing Date: 6 March 2014

Details: A great opportunity exists for a permanent full-time Data and Costing Officer with experience in data processing and data analysis. This position is part of a small team working within Funding Modelling and Analysis section that is responsible for Activity Based Funding (ABF), Health Cost and Casemix reporting as well as analysis related to various national and state initiatives and agreements - for the ACT Health Directorate. The successful applicant will be able to demonstrate the ability to work in a dedicated small team, have excellent communication skills, strong interpersonal skills of working closely with a small team, and will have the ability to extract, translate and load - as well as report and analyse data in a formal data reporting setting.

Note: This is a permanent full-time role working 36:45 hours a week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Selection may be based on application and referees 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: Winston Piddington (02) 6207 0221

**Strategy and Corporate
Policy and Government Relations
Community Policy Executive**

Personal Assistant

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 29489)

Gazetted: 20 February 2014

Closing Date: 6 March 2014

Details: The Policy and Government Relations Branch is seeking an enthusiastic and highly experienced individual to undertake the role of Personal Assistant to the Executive Director, Policy and Government Relations. The ACT Health Directorate vision is "Your Health our Priority", and our values are: care; excellence; collaboration; and integrity. We seek to demonstrate these values in the dealings with our consumers, partners, community and each other, and by doing so, aim to provide the best possible healthcare and health related services throughout all areas of the ACT Health Directorate and Canberra region. The ACT Health Directorate objectives are grouped under the following key performance areas: consumer experience; sustainability; hospital and related care; prevention; social inclusion and Indigenous health; community based health; and aged care. The Policy and Government Relations Branch is responsible for policy development and funding arrangements in the areas of Government Relations and Health Reform; Alcohol and other Drug services; Aged and Community Care Policy; Chronic and Primary Health Policy; Women, Youth and Child Health Policy; Aboriginal and Torres Strait Islander Health; Mental Health Policy; and Multicultural Health Policy. It is expected that this position will provide high level administrative support, including all aspects of diary and correspondence management, computer applications including the Microsoft Suite and TRIM, correspondence tracking system, in addition to supporting the provision of incoming papers, scheduling of meetings and providing secretariat support.

Notes: This is a full-time position and may be filled on the basis of Selection Criteria and referee reports alone. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. Please include two referee reports and current Curriculum Vitae with your application.

Contact Officer: Ross O'Donoghue (02) 6205 0568

Director General Reports

Population Health

Health Protection Service

Surveillance Officer

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 23618)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: The Communicable Disease Control Section, Health Protection Service, is seeking to fill the position of Surveillance Officer. The position is responsible for supporting the coordination of the ACT Notifiable Disease Surveillance program, including: monitoring of disease trends; maintenance of the surveillance database (including data entry, data integrity, data confidentiality, database development and maintenance); transfer of data to the Commonwealth Department of Health; production of graphs and reports; and liaison with stakeholders. Eligibility/Other Requirements: Relevant experience desirable.

Note: This is a temporary position available until 30 January 2015. 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: Rebecca Hundy (02) 6205 2052

Strategy and Corporate

Business and Infrastructure

Strategic Support

Security and Emergency Preparation

Volunteer Officer

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 14927)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: An exciting opportunity for an experienced and motivated administration officer to work with volunteers in ACT Health has arisen. This is a full-time position and provides administrative and general office support to the Volunteer Manager with duties including answering phone enquiries, database management and entry, filing,

recruitment and orientation process for new volunteers. The successful applicant will be able to provide a high level of administrative support, demonstrate an ability to prioritise and have strong interpersonal skills. You will work closely with the Volunteer Manager assisting with the recruiting, orientation and support of volunteers working across the many programs within ACT Health. You will also be responsible in liaison with the Volunteer Manager for the oversight of a new and exciting program to be introduced in 2014. This will include day to day management of a group of volunteers to ensure a successful program providing our patients, staff and visitors with access to services with the Canberra Hospital. If you have strong administrative and communication skills this role will be of interest to you.

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: Amanda Mironow (02) 6174 5272

Canberra Hospital and Health Services

Medicine

Gastroenterology and Hepatology

Endoscopy Nurse

Registered Nurse Level 1 \$55,567 - \$75,084, Canberra (PN: 34112)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: The Gastroenterology and Hepatology Unit provides an endoscopic service for an inpatient and outpatient population. The successful applicant must be able to work within a team environment and have good communication skill.

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

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: Sharon Chambers (02) 6244 3488

Canberra Hospital and Health Services

Surgery and Oral Health

Dental Health Program

Dental Technician

Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 26470)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: ACT Health Dental Laboratory is seeking applications to fill a Health Professional Officer 2 Dental Technician position. The successful applicant will have a comprehensive knowledge of all technical procedures and activities covered by ACT Health Dental Program. The successful applicant will be able to work as a member of a team, have good interpersonal and communication skills, and have a high personal "quality of work" commitment.

Eligibility/Other Requirements: Diploma of Dental Technology

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. Selection for this position may be based on written application and referee reports only.

Contact Officer: Alan Davis (02) 6205 2184

Canberra Hospital and Health Services

Pathology

Specimen Reception

Technical Officer Level 1

Technical Officer Level 1 \$47,953 - \$50,376, Canberra (PN: 19114, several)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: ACT Pathology is a department of Canberra Hospital offering a diagnostic pathology service to the ACT and surrounding region. Pathology Specimen Reception is a sub-section of the Core Laboratory of ACT Pathology, operating 24 hours seven days a week. The successful applicant will possess excellent analytic and organisational skills and have a good general understanding of a laboratory environment. The successful applicant will be required to sort and process specimens in an accurate and timely fashion and will be available to work rostered shifts as required over a 24 hour period. The person we are looking for will be committed to exceptional customer service and will have a strong work ethic; they will be a team player and committed to equity and diversity. Tertiary qualifications are not required for these positions; however previous experience in a specimen reception environment would be an advantage.

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: Jenny Edmestone (02) 6244 3992

**Canberra Hospital and Health Services
Rehabilitation, Aged and Community Care
Rehabilitation Allied Health
Allied Health Assistant**

Health Care Assistant 3 \$47,764 - \$48,861, Canberra (PN: 31853)

Gazetted: 20 February 2014

Closing Date: 6 March 2014

Details: Are you looking for an opportunity to work as part of a dynamic multi-disciplinary team delivering high quality services to clients in the community? There is an exciting opportunity for an Allied Health Assistant (AHA) to fill this temporary part-time 12 month position within the Transitional Therapy and Care Program (TTCP) team. The Allied Health Assistant - TTCP is one of three positions working with occupational therapists, physiotherapists, social worker and dietician to provide goal based therapy to elderly clients across Canberra. The AHA plays an important role in assisting with delivering individual and group based services to clients residing at home and in a residential care unit at Red Hill.

Eligibility/Other Requirements: Certificate IV in Allied Health Assistance or recognised equivalent. Current driver's licence.

Note: This is a temporary part-time position available for 18 hours a week for a period of 12 months, with the possibility of extension. This position may be required to participate in an overtime, on call, and/or rotation roster. 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: Jane Lawrence (02) 6205 3964

**Canberra Hospital and Health Services
Surgery and Oral Health
Medical Imaging
Front Reception Clerk**

Administrative Services Officer Class 2 \$46,372 - \$51,422, Canberra (PN: 21049)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: Under general direction provide reception and clerical services to patients attending the section. As required, make appointments and provide relevant information. Receive and screen incoming phone calls, answer queries and take appropriate action.

Eligibility/Other Requirements: Knowledge of medical terminology would be an advantage. Current driver's licence.

Note: An order of merit will be formed from this selection process and may be utilised to fill any full-time/part-time, permanent, temporary or casual positions (at level), which may occur within the following 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. Applicants must provide two written referee reports which address the Selection Criteria. Selection may be based on application and referee comments only and interviews may not be held.

Contact Officer: Jean Dumbrell (02) 6244 2159

Canberra Hospital and Health Services

Clinical Support Service

Support Services

Wardsperson

Health Service Officer Level 4 \$43,599 - \$45,346, Canberra (PN: 20576, several)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: Would you like to work in a challenging and rewarding environment? Do you enjoy the excitement of working in a variety of areas of the Operating Theatre which will provide you with the opportunity to broaden your skills? If the answer is “yes”, then an excellent opportunity is available as a Wardsperson to work within Ward Services – Clinical Support, The Canberra Hospital Operating Theatre. Ward Services plays a vital role in the delivery of essential support services to all areas of The Canberra Hospital Operating Theatre. Ward Services offers ongoing training and education through Staff Development Unit (SDU), rotating rosters. Ward Services is looking for an energetic, motivated, committed person with strong interpersonal and communication skills.

Eligibility/Other Requirements: Knowledge of Wardsperson duties and understanding of the Ward Services commitment to client services and outcomes.

Note: There are permanent full-time or part-time positions available. Applications should include a supporting statement of no more than three pages addressing the selection criteria outlining experience and/or ability in the areas, contact details of two referees and a current curriculum vitae. Ability to work Monday to Friday or shift work as required (eight and eleven hour shifts). Applicants will be assessed in accordance with the current provisions as set out in the Health Directorate Enterprise Agreement 2011-2013, Section 16. Recruitment of these positions will be based on applications that address the selection criteria and selection may be based on application and referee reports only without the need for interview. 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: David Hosie (02) 6244 2610

Canberra Hospital and Health Services

Clinical Support Services

Support Services

Hospital Assistant

Health Service Officer Level 3 \$42,160 - \$43,599, Canberra (PN: 24315, several)

Gazetted: 20 February 2014

Closing Date: 27 February 2014

Details: Would you like to work in a challenging and rewarding environment? Do you enjoy the excitement of working in a variety of areas that provide you with the opportunity to broaden your skills? If the answer is “yes”, then an excellent opportunity is available as a Hospital Assistant to work within Ward Services – Clinical Support, The Canberra Hospital. Ward Services plays a vital role in the delivery of essential support services to all areas of The Canberra Hospital. Ward Services offers: Ongoing training and education through Staff Development Unit (SDU); Rotating Rosters; Permanent full-time or part-time positions. Ward Services is looking for an energetic, motivated, committed person with strong interpersonal and communication skills.

Eligibility/Other Requirements: Knowledge of Hospital Assistant duties and understanding of the Ward Services commitment to client services and outcomes. Requirement to work shift work within all hospital areas; ability to work Monday to Friday or shift work as required including, evenings, mornings and nights on a shift roster that may include weekend work and Public Holidays.

Note: This position is part-time at 24:30 hours per week. Applications should include a supporting statement of no more than three pages addressing the selection criteria outlining experience and/or ability in the areas, contact details of two referees and a current curriculum vitae. Applicants will be assessed in accordance with provisions as set out in Section 16 of the current Health Directorate Enterprise Agreement 2011 -2013. Recruitment of these positions may be based on applications that address the selection criteria. Selection may be based on application and referee reports only without the need for interview. 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: John Villatobas (02) 6244 2301

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

Reporting

Finance Officer

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 10265)

Gazetted: 13 February 2014

Closing Date: 27 February 2014

Details: Justice and Community Safety Directorate Strategic Finance is seeking an enthusiastic team player to join the team as a Finance Officer for a minimum of six months. This role undertakes both management and financial accounting functions in support of a broad range of business units across the Directorate.

Eligibility/Other Requirements: Experience in a financial role or work environment as well as advanced Excel skills will be an advantage. Relevant accounting qualifications or significant progress towards them are highly desirable.

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

Contact Officer: Mon Chan (02) 6207 0509 mon.chan@act.gov.au

Transport and Infrastructure

Office of Regulatory Services

Road User Services

Project Officer

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 33547)

Gazetted: 18 February 2014

Closing Date: 4 March 2014

Details: Under the limited direction of the Manager, Road User Services: manage projects associated with the implementation of government initiatives and business and client service improvement strategies. Liaise with Business Analysts, systems development and User Acceptance Testing Officers to co-ordinate project implementation. Liaise with stakeholders and ensure their requirements are considered during the development of new initiatives and business re-engineering processes. Research and develop responses to ministerial correspondence and Ombudsman enquiries. Assist in the review of complex client service matters and requests for internal review of decisions. Maintain records in accordance with the *Territory Records Act 2002*.

Contact Officer: Brett Swale (02) 6207 7077 brett.swale@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**

Parks and City Services

Libraries ACT

Executive

Operations Manager

Senior Officer Grade A \$123,208, Canberra (PN: 11398)

Gazetted: 18 February 2014

Closing Date: 4 March 2014

Details: Our dynamic and changing library service needs a Library Operations Manager, who has excellent leadership and communication skills. The successful applicant will facilitate an energetic work environment where diversity is respected and customers are at the centre of service delivery. Libraries ACT's vision for all Canberrans being lifelong learners, no matter their education levels or personal circumstances. The library service provides collections and services; and partnering across government, the community sector and the business sector, delivers or facilitate learning programs and activities. Libraries ACT increasingly acts as a conduit for government agencies to reach into the community for both awareness raising and engagement purposes. The successful applicant will manage library staff and operations; early literacy and adult literacy specialists; community engagement activities; public awareness programs and will be able to demonstrate high levels of competency in staff management, service delivery, relationship management, planning and continuous improvement.

Eligibility/Other Requirements: Proven management experience is essential. Appropriate tertiary qualifications are desirable.

Notes: This temporary position is available 1 March 2014 until 30 June 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 two 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: Vanessa Little (02) 6207 6695 vanessa.little@act.gov.au

Directorate Services

Canberra Connect

Customer Services Integration

Customer Service Coordinator

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 21705)

Gazetted: 14 February 2014

Closing Date: 21 February 2014

Details: The Customer Service Coordinator is responsible for designing and managing the implementation of customer service integration projects and services. The person has a key role in assisting with the strategic direction, growth and improvement of service delivery. They are responsible for coordinating and overseeing the tactical management of a range of online self-services. The role forms part of Canberra Connect's senior leadership team. The successful person requires excellent relationship management skills and strong project management skills including procurement and contract management and business analysis abilities.

Eligibility/Other Requirements: Experience facilitating public information provision or online information, managing feedback, using a CRM or website management highly regarded.

Notes: This is a temporary position available until the 30 June 2014 with possibility of extension.

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

Directorate Services

Canberra Connect

Customer Services Integration

Online Services Officer

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 21691, expected vacancy)

Gazetted: 17 February 2014

Closing Date: 24 February 2014

Details: This role is responsible for the day to day management of Canberra Connect's self-services, liaising with stakeholders about online service delivery and undertaking projects associated with these services. A combination of technical, interpersonal, customer service and problem-solving skills and attributes are required.

Eligibility/Other Requirements: Relevant qualifications and/or relevant experience.

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

Roads and Public Transport

Public Transport

Customer Experience

Customer Service Officers

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 20383, several)

Gazetted: 13 February 2014

Closing Date: 20 February 2014

Details: Expressions of interest are sought for four temporary positions within the Public Transport Customer Experience Team. If you are enthusiastic, are genuinely excited about helping people and delivering brilliant customer service, we want you! The roles provide comprehensive front line customer support in assisting with the resolving of public transport customer enquiries, including all MyWay and ACTION issues.

Eligibility/Other Requirements: Knowledge of public transport systems and databases considered highly desirable.

Notes: These are temporary positions available for up to six months with the possibility of extension and or permanency. From this process positions may be filled on application and referee reports alone.

Contact Officer: Mark Pye (02) 6207 8857 glenn.dougall@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

Commerce and Works

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

Jieyi Liao 836-13098, Section 68(1), 17 February 2014

Community Services

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

Irina Faust 839-27222, Section 68(1), 18 February 2014

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

Agnes Munro 827-48417, Section 68(1), 13 February 2014

Economic Development

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

Andrew Christopher Abel 836-14541, Section 68(1), 14 February 2014

Health

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

Chanel Connor 842-87271, Section 68(1), 14 February 2014

Administrative Services Officer Class 2/3 \$46,372 - \$57,004

Mao-Che Corcino 838-53067, Section 68(1), 13 February 2014

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

Shimmy Davis 825-49864, Section 68(1), 20 February 2014

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

Francis Kuppens 836-14656, Section 68(1), 11 February 2014

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

Christian Osuchukwu 825-49522, Section 68(1), 14 February 2014

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

Kapildev Parikh 836-13602, Section 68(1), 17 February 2014

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

Louise Powley 836-14357, Section 68(1), 20 February 2014

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

Eliza Stewart 836-10727, Section 68(1), 10 February 2014

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

Vimi MoI Varghese 834-44837, Section 68(1), 13 February 2014

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

Jane Louise Ward 836-09363, Section 68(1), 10 February 2014

Senior Staff Specialist, \$199,231

Kirsty Douglas: 82956777, Section 68(1), 11 February 2014

Senior Staff Specialist, \$199,231

Mandy Evans: 82956689, Section 68(1), 17 February 2014

Justice and Community Safety

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

Suzanne Joy MOONEY 836-13215, Section 68(1), 17 February 2014

Territory and Municipal Services

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

Nicola Woolham 836-09611, Section 68(1), 17 February 2014

PROMOTIONS

Commerce and Works

Shared Services

Shared Services Information and Communication Technology (ICT)

Emergency Services Agency ICT Team - ESA ICT Team

Mary Patricia Bardsley: 816-84191

From: Administrative Services Officer Class 4 \$58,870 - \$63,917
Commerce and Works
To: Administrative Services Officer Class 5 \$65,660 - \$69,623
Commerce and Works, Canberra (PN. 12007) (Gazetted 13 December 2013)

**Shared Services ICT
Infrastructure
Service Management**

Melanie Kimpton: 835-67853

From: Senior Information Technology Officer Grade C \$89,786 - \$96,809
Commerce and Works
To: †Senior Officer Grade B \$106,086 - \$119,426
Commerce and Works, Canberra (PN. 14632) (Gazetted 2 January 2014)

Community Services

**Office for Children, Youth and Family Support
Business Support**

Amanda Bowen: 835-70614

From: Health Professional Level 4 \$89,786 - \$96,809
Community Services
To: †Senior Officer Grade B \$106,086 - \$119,426
Community Services, Canberra (PN. 33116) (Gazetted 28 October 2013)

**Therapy ACT
Age Based Teams**

Graham Mackay: 816-82794

From: Health Professional Level 2 \$54,414 - \$75,477
Community Services
To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Community Services, Canberra (PN. 07324) (Gazetted 6 December 2013)

**Therapy ACT
Age Based Teams**

Jennifer Young: 827-31914

From: Health Professional Level 2 \$54,414 - \$75,477
Community Services
To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Community Services, Canberra (PN. 07323) (Gazetted 6 December 2013)

Health

**Canberra Hospital and Health Services
Clinical Support Service
Acute Support**

Rachel White: 821-16487

From: Administrative Services Officer Class 2 \$46,372 - \$51,422
Health
To: Administrative Services Officer Class 3 \$52,818 - \$57,004
Health, Canberra (PN. 30584) (Gazetted 19 December 2013)

