



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 04 December 2014**

## EXECUTIVE NOTICES

### Environment and Planning

#### **Contract Cessation**

Alan Traves – Executive Director, Policy, Corporate and Regulation (E692) – 28.11.2014

### **Justice and Community Safety**

#### **Contract Cessation**

Paul Swain – Chief Officer, ACT Fire Brigade (E348) – 03.12.2014

Note: The following Executive has been issued with a new contract which was gazetted on 25.09.2014. This notification is in accordance with the provisions of section 81 of the Public Sector Management Act 1994.

Alison Playford – Deputy Director-General, Justice (E723) – 07.11.2014

Note: The following Executive has been issued with a new contract as detailed below. This notification is in accordance with the provisions of section 81 of the Public Sector Management Act 1994.

Andrew Stark – Chief Officer ACT Rural Fire Service (E575) – 29.11.2014

#### **Engagements**

Andrew Stark – Chief Officer ACT Rural Fire Service (E575) Section 72 of the Public Sector Management Act 1994

Virginia Hayward – Senior Director, Security and Emergency Management Branch (E352) Section 72 of the Public Sector Management Act 1994

## VACANCIES

### ACT Electoral Commission

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

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

#### **ACT Electoral Commission**

##### **Deputy Electoral Commissioner**

##### **Senior Officer Grade A \$127,557, Canberra (PN: 01862)**

Gazetted: 05 December 2014

Closing Date: 19 December 2014

Details: The ACT Electoral Commission is seeking an experienced, motivated and dedicated person to fill the role of Deputy Electoral Commissioner. The successful applicant will assist the Electoral Commissioner in leading and managing a small team to provide high quality electoral services to the ACT community and a wide range of clients to ensure fair and open elections and referendums for the ACT Legislative Assembly. This role will assist with management of all aspects of election functions, electoral political party registration, election funding, expenditure and financial disclosure, electoral enrolment, education, information and advice, electoral boundaries, managing complex projects and formulating strategic policies and procedures for the Commission. The successful applicant will be expected to act as the Commissioner as required.

Eligibility/Other Requirements: Comprehensive knowledge of or experience in electoral legislation and electoral administration would be an advantage. Tertiary qualifications in political science, public administration or law would be an advantage. Contract management qualifications would also be an advantage.

Notes: This position has recently been upgraded from a Senior Officer Grade B to a Senior Officer Grade A level. Selection may be based on application and referee reports only. Please provide contact details of two referees. Contact Officer: Phillip Green, Electoral Commissioner (02) 6205 0236 [phillip.green@act.gov.au](mailto:phillip.green@act.gov.au)

**Calvary Health Care ACT (Public)**

**Nursing**

**Learning and Development Unit**

**Nursing**

**Clinical Development Nurse**

**Registered Nurse Level 2 \$81,918 - \$86,823, Canberra (PN: 8045)**

Gazetted: 04 December 2014

Closing Date: 5 January 2015

As part of the Learning and Development portfolio a transition program for graduate nurses and graduate enrolled nurses is offered. These programs are conducted at Calvary Bruce and support graduate nurses and enrolled nurses in their first year of practice. We are seeking a Clinical Development Nurse (CDN) to be responsible for the facilitation and coordination of graduate registered nurses and enrolled nurses learning opportunities at Calvary Bruce with the Manager, Learning and Development. Additionally you will take a leadership role in education, learning and development initiatives in the nursing medical division. You will have considerable medical nursing experience where you have provided supervision and initiated education sessions formally and informally for colleagues.

You will need: To be a Registered Nurse with Nursing and Midwifery Board of Australia (NMBA) registration.

Highly Desirable: Practices in accordance with legislation and reports variation in practice of self and others.

Demonstrates clinical leadership qualities in the workplace that reflect the values of the organisation.

Demonstrates the ability to provide supervision, mentor and coaching strategies.

Supports graduate nurses in all clinical areas and practice staff in the nursing medical division.

Uses a range of instructional design strategies and technologies to deliver learning opportunities to address the principles of evidence-based health care and their application to clinical practice.

Participates in ongoing professional development of self and others.

Applies effective interpersonal communication skills within the multidisciplinary team.

Advantageous: A completed (or equivalent) Grad Cert, and/or working toward a PG Dip or Master's degree in clinical education.

Demonstrated clinical nursing education experience.

Advanced Life Support - current certification.

Applicants are expected to respond in writing and include the following:

1. Statement addressing the selection criteria (The selection criteria can be found in the Position Description. The response must be maximum 300 words per criteria).

2. A copy of their current resume.

3. Names and contact details (including a contact phone number) for 2 professional referees.

For further details please contact the contact officer.

Calvary Health Care Bruce is a smoke free campus. Aboriginal and Torres Strait Islander people are encouraged to apply.

Eligibility/Other Requirements: Must have appropriate work rights must address the selection criteria.

Contact Officer: Denise Blanchard (02) 6264 7262 [denise.blanchard@calvary-act.com.au](mailto:denise.blanchard@calvary-act.com.au)

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

**Nursing**

**Zita Mary**

**Registered Nurse Level 2**

**Registered Nurse Level 2 \$81,918 - \$86,823, Canberra (PN: 7116)**

Gazetted: 04 December 2014

Closing Date: 12 January 2015

Details: An opportunity exists for a Permanent Registered Nurse Level 2 at the Zita Mary Clinic at Calvary Health Care ACT. Zita Mary clinic is a Specialised Oncology and Haematology Unit which offers treatment to approx 90 patients per week. This clinic offers a friendly, intimate and supportive working environment. The successful applicant will have demonstrated skills and knowledge in the delivery of care for clients undergoing chemotherapy and other treatments. Post graduate certificate or higher in Oncology/Haematology or progress towards same is desirable.

Applicants are expected to respond in writing and include the following: 1. Statement addressing the selection criteria (The selection criteria can be found in the Position Description. The response must be maximum 300 words per criteria).

2. A copy of their current resume.

3. Names and contact details (including a contact phone number) for 2 professional referees.

Calvary Health Care Bruce is a smoke free campus. Aboriginal and Torres Strait Islander people are encouraged to apply.

Eligibility/Other Requirements: Must have appropriate work rights must address the selection criteria.

Contact Officer: James Fursdon (02) 6201 6652 james.fursdon@calvary-act.com.au

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

## **Pharmacy**

### **Antimicrobial Stewardship (AMS) Pharmacist**

**Health Professional Level 4 \$93,254 - \$100,382, Canberra (PN: 6795)**

Gazetted: 04 December 2014

Closing Date: 15 December 2014

The Pharmacy Department is seeking a dynamic Senior Pharmacist to drive the AMS program at Calvary Health Care, Bruce. The AMS Pharmacist will work independently and in conjunction with Infection Control and Infectious Diseases services to provide high level pharmaceutical review and intervention in ensuring the quality use of antimicrobials within the hospital. You will be responsible for implementation of quality improvement projects, research activities and the promotion of Antimicrobial Stewardship, through collaboration with stakeholders within the hospital, as well as external agencies/groups and professional bodies. You will also provide leadership for, and contribute to, policy development, planning and clinical standards for the Antimicrobial Stewardship across the hospital as well as education and training of staff. If you are interested in the position but are seeking full time work, there is the potential for this position to be expanded to a full time position with a 0.5 FTE HP3 clinical pharmacist role, or other, depending on skills and experience. If this option appeals, please follow up with the contact officer for more information and a copy of the HP3 pharmacist position description. Applicants must hold a Bachelor of Pharmacy (or equivalent) registrable with AHPRA and Australian citizenship or permanent resident status. Applicants must also have extensive clinical pharmacy experience of (at least 5 years) in a variety of specialties.

Applicants are expected to respond in writing and include the following: Response to the section criteria Current resume Cover letter outlining why they believe they are suitable for this role (maximum one page) Names and contact details (including telephone number) for two professional referees If you are a good communicator with strong leadership and problem solving skills; are self directed and resourceful; and believe this is a role you will excel at, please enquire as below

Eligibility/Other Requirements: Must have appropriate work rights must address the selection criteria.

Contact Officer: Emily Diprose (02) 6201 6269 emily.diprose@calvary-act.com.au

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

## **Pharmacist**

### **Health Professional Level 2 Pharmacist**

**Health Professional Level 2 \$57,352 - \$78,731, Canberra (PN: 6713)**

Gazetted: 04 December 2014

Closing Date: 15 December 2014

Calvary Health Care Bruce is looking for an enthusiastic Pharmacist to join our friendly, supportive Pharmacy Department team. This is an exciting opportunity to build and consolidate your clinical pharmacy skills by rotating

through a range of clinical areas including general medical, surgery, palliative care, hospital in the home, mental health and rehabilitation as well as the inpatient dispensary. The Department provides a range of Pharmacy services including clinical pharmacy service to ward areas, quality improvement projects, medication safety initiatives, Antimicrobial Stewardship (AMS) program, clinical trials, student teaching and training as well as on-site aseptic manufacturing. Duties include providing pharmaceutical assessment and intervention to hospital inpatients and outpatients using established clinical pharmacy principles, participation in training and professional development activities and quality projects.

Applicants must hold a Bachelor of Pharmacy (or equivalent) registrable with AHPRA and Australian citizenship or permanent resident status.

Applicants are expected to respond in writing and include the following:

1. Statement addressing the selection criteria (The selection criteria can be found in the Position Description. The response must be maximum 300 words per criteria)
2. A copy of their current resume
3. Names and contact details (including a contact phone number) for at least 2 professional referees

Eligibility/Other Requirements: To be considered for this role you must address the selection criteria and have appropriate work rights.

Note: Please refer to the position description for further information.

Calvary Health Care Bruce is a smoke free campus.

Aboriginal and Torres Strait Islander people are encouraged to apply.

Contact Officer: Megan Arnold (02) 6201 6266 [megan.arnold@calvary-act.com.au](mailto:megan.arnold@calvary-act.com.au)

### **Canberra Institute of Technology**

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

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

#### **Student and Academic Services**

##### **Student Support**

##### **Psychologist/Social Worker**

##### **Professional Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 54347)**

Gazetted: 08 December 2014

Closing Date: 2 January 2015

Details: A dynamic Psychologist/Social Worker is needed to work as a student counsellor with Canberra Institute of Technology. You will work closely with Equity staff within the Student Support team as well as with teaching staff in relation to any student matters. Energy and creativity will be required in the development of a supportive counselling team in the changing environment of the Vocational Education and Training sector.

Eligibility/Other Requirements: Tertiary qualifications in Psychology/Social Work. For Psychologists - registration with the Australian Health Practitioner Regulatory Agency (Psychology Board of Australia). For Social Workers - eligibility for membership of the Australian Association of Social Workers (AASW).

Notes: This is a temporary position available for a period of seven months from 2015 with the possibility of extension. Job share arrangements will be considered. Temporary employment offered as a result of this advertisement may lead to permanency under the Public Sector Management Standards Section 53A - Appointment after Temporary Engagement - Canberra Institute of Technology - non-teaching offices.

Contact Officer: Maeve Castles (02) 6207 3289 [maeve.castles@cit.edu.au](mailto:maeve.castles@cit.edu.au)

#### **Health, Community and Science**

##### **Sport, Fitness and Wellbeing**

##### **Sport and Fitness Teacher**

##### **Teacher Level 1 \$65,460 - \$87,344, Canberra (PN: 16083)**

Gazetted: 04 December 2014

Closing Date: 11 December 2014

Details: The Department of Sport and Fitness is seeking applications for a Teacher level 1 across both the Fitness and Sports qualifications. As a Teacher you would be required to teach as required by the Head of Department up to the number of hours prescribed in the relevant industrial award. Set and mark assessment instruments, maintain student records including complete and detailed records of relevant student assessments and performance for a range of "on the job" and "off the job" situations. Develop individually and as a member of a team curricula, including educational resource material and online and flexible resources for new and existing programs of study.

Eligibility/Other Requirements: Mandatory Qualifications and/or Registrations/Licencing Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 - 2017, sub-Clause 40. New Teachers at Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Training and Assessment Certificate IV level qualification (such as a TAE40110 or equivalent) within twelve months of engagement. Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or equivalent) and a Diploma of Vocational Education and Training (or equivalent). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or equivalent) and an Advanced Diploma in Adult Learning and Development (or equivalent). Industry Experience In accordance with sub-Clause 40.10 of the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 - 2017. All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Bachelor's Degree or equivalent in Physical Education, Sports Coaching, Exercise Science would be desirable. Fitness qualifications and experience in group exercise and personal training or other relevant discipline as appropriate to teaching to a Diploma level. Relevant professional/industry registrations.

Notes: This is a temporary position available for a period of 12 months with the possibility of extension up to five years. Temporary employment offered as a result of this advertisement may lead to permanent appointment under the "Public Sector Management Standards Section 53B - Appointment after Temporary Engagement - Canberra Institute of Technology - teaching offices". 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\\_wwwwp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwwwp).

Contact Officer: Richard Burgess (02) 6207 3879 richard.burgess@cit.edu.au

### **Chief Minister, Treasury and Economic Development**

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

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

#### **Shared Services ICT**

##### **Business Application Management**

##### **Health ICT - Projects**

##### **ICT Health Program Manager**

##### **Senior Officer Grade A \$127,557, Canberra (PN: 18269)**

Gazetted: 10 December 2014

Closing Date: 24 December 2014

Details: The successful applicant will be involved in managing numerous ICT Health Projects. Health ICT Projects is currently seeking expressions of interest from suitably experienced personnel to perform the role of Program Manager. The successful applicant will be required to manage a number of the high profile and complex Health Directorate application and/or infrastructure projects.

Eligibility/Other Requirements: The possession of, or the ability to attain, a Baseline security clearance is a requirement. Educational and professional qualifications checks may be undertaken prior to employment.

Notes: This is a temporary position available from 1 January 2015 until 31 October 2015. Selection may be based on application and referee reports only.

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

**Shared Services**

**Human Resources**

**Employee Relations**

**Senior Investigator - Employee Relations**

**Senior Officer Grade C \$93,254 - \$100,382, Canberra (PN: 08524)**

Gazetted: 10 December 2014

Closing Date: 17 December 2014

Details: The successful applicant will be required to undertake sensitive and complex administrative/workplace investigations in accordance with relevant administrative law principles, legislative employment and industrial frameworks. Applicants must have highly developed analytical and research skills, attention to detail, and the capacity to apply these skills in the investigative context. The role requires exceptional written and oral communication skills, proven ability to prepare logical, well written and thorough statements and reports and the ability to work as part of a small team under limited supervision, displaying excellent judgement, decision making and problem solving skills. Senior Investigators may be responsible for supervision of one or more investigators and will be required to partner, train and monitor new and/or junior investigators.

Eligibility/Other Requirements: Relevant qualification such as Certificate IV in Government Investigations are highly desirable but not essential. A criminal history record check will be conducted prior to employment. Education and professional qualification checks may be undertaken prior to employment alongside referee checks.

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\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Donna Storen (02) 6205 3397 donna.storen@act.gov.au

**Shared Services**

**Human Resources**

**Employee Relations and Training**

**Case Manager**

**Senior Officer Grade C \$93,254 - \$100,382, Canberra (PN: 33465)**

Gazetted: 10 December 2014

Closing Date: 17 December 2014

Details: Shared Services is a Division of Chief Minister, Treasury and Economic Development Directorate that provides tactical and transactional finance and human resource services, publishing and record services and comprehensive procurement and ICT services to ACT Government Directorates. Shared Services Human Resources provides human resource services to ACT Government directorates and agencies. These services include payroll and personnel; recruitment; employee relations; workplace health and safety; training and development; HR management systems, reporting and information management. Shared Services provides employees with flexible working arrangements, access to a range of varied and interesting roles and training that is tailored to the requirements of their role. Employees working within Shared Services are expected to demonstrate quality customer service and team work skills, be willing to continuously improve, be outcome focused and accountable for their actions. Further information relating to Shared Services can be found at <http://www.cwd.act.gov.au>. This position will coordinate the Employee Relations Case management System and will work collaboratively with other members of the team and stakeholders. The position will also support, mentor or partner with Investigators as required.

Eligibility/Other Requirements: Certificate IV in Investigations/Case Management experience.

Notes: This is a full time position and all applicants must address the selection criteria and include an up to date CV.

Contact Officer: Donna Storen (02) 6205 3397 donna.storen@act.gov.au

**Arts, Business, Events, Sport and Tourism**

**Sport and Recreation Services**

**Sport and Recreation Facilities**

**Senior Program Officer**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 34894)**

Gazetted: 08 December 2014

Closing Date: 15 December 2014

Details: Sport and Recreation Services (SRS) are seeking an organised and experienced person to undertake the role of Senior Program Officer. The role includes the coordination with other senior SRS and Directorate staff and stakeholders to ensure that key projects, contract arrangements, program sponsorships, partnerships and grants funding are delivered in a timely and efficient manner. The role requires the preparation of briefs, submissions and correspondence as required (inclusive of outcomes, identified risks, budgetary matters and matters affecting resolution of issues and completion of programs within the identified timeframes). The successful applicant will be required to represent SRS, the Directorate and ACT Government in alliances and relationships with industry and community organisations. The role requires undertaking research and analysis of key sporting, recreation and social issues and risks, and contribution to the development of appropriate responses, solutions, plans and strategies.

Notes: Position may be filled based on application and referee reports only.

Contact Officer: Wayne Lacey (02) 6207 2080 wayne.lacey@ct.gov.au

**Land Development and Corporate**

**Corporate and Governance**

**Strategic Finance**

**Finance Officer**

**Administrative Services Officer Class 5 \$68,766 - \$72,789, Canberra (PN: 18786)**

Gazetted: 04 December 2014

Closing Date: 11 December 2014

Details: The occupant of the position will be required to provide timely, accurate, and high quality accounting support and information. Extensive experience in banking, general ledger journals, accounts payable and purchasing is required. Highly developed customer services skills are required to liaise with clients, staff and other government agencies. Proficiency in the use of computerised information systems for financial processing, spreadsheets, word and data processing is essential.

Eligibility/Other Requirements: Experience in accounts payable and understanding of land sales process would be an advantage.

Contact Officer: Jennifer Willson (02) 6207 6236 jennifer.willson@act.gov.au

**Business Services**

**Strategic Finance**

**Transactional Services**

**Team Leader, Voice Services**

**Administrative Services Officer Class 5 \$68,766 - \$72,789, Canberra (PN: 14269)**

Gazetted: 09 December 2014

Closing Date: 23 December 2014

Details: A permanent vacancy exist for a person with sound administrative, communication and leadership skills to join the Voice Services team within Strategic Finance. The successful applicant will demonstrate significant hands on and team leadership experience in a voice services environment and will lead a small team. Associated responsibilities include a direct accountability for providing a range of client service, administration and general support tasks as relates to the successful delivery of voice services. Excellent customer service skills and highly developed oral and written communication skills are essential in this role as are the requirements to be flexible, adaptable, self starting and a team player. Other duties may be required from time to time for other finance and administrative functions within the area.

Contact Officer: Eric Raaschou (02) 6205 3904 eric.raaschou@act.gov.au



**Economic and Financial Group**  
**Financial Framework Management and Insurance**  
**Insurance**  
**Finance Officer**

**Administrative Services Officer Class 5 \$68,766 - \$72,789, Canberra (PN: 33684)**

Gazetted: 10 December 2014

Closing Date: 24 December 2014

Details: Financial Framework Management and Insurance is seeking a Finance Officer to assist with the management, reporting and reconciliation of the financial affairs of insurance reporting entities for which the Branch has responsibility. At present the Branch is responsible for the Compulsory Third-Party Insurance Regulator and the Lifetime Care and Support Fund. The work would include assisting with the production of budgets, management reports, reporting to Treasury, annual financial statements, performance reporting, audit papers and other reports required under legislation and/or the Directorate. The accounting package used is MYOB.

Eligibility/Other Requirements: The officer will be required to demonstrate financial book-keeping skills, including an ability to undertake accounts payable, accounts receivable, month-end functions and prepare financial statements. The successful applicant will have a proven capacity to organise priorities, meet deadlines, display initiative and flexibility and to work both independently and as a member of a small team. You will have demonstrated written and oral communication skills, including liaison skills.

Notes: This is a temporary position available for a period of approximately 9 months with the possibility of an 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\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Andrew Philip (02) 6207 0018 [andrew.philip@act.gov.au](mailto:andrew.philip@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 Services**  
**Strategic Finance**  
**Transactional Services**  
**Voice Services Officer**

**Administrative Services Officer Class 4 \$61,874 - \$66,997, Canberra (PN: 12342)**

Gazetted: 09 December 2014

Closing Date: 23 December 2014

Details: A permanent vacancy exists for a person with sound administrative and communication skills to join the Voice Services team within Strategic Finance. The successful applicant will ideally have a grounded knowledge in the delivery of voice services. The successful applicant will be a key team member who will be responsible for delivering a range of client service, administration and general support tasks. Excellent customer service skills and highly developed oral and written communication skills are essential in this role as are the requirements to be flexible, adaptable, self starting and a team player. Other duties may be required from time to time for other finance and administrative functions within the area.

Notes: Applicants should address each Selection Criterion in a minimum 12 point font with the response to each criterion not to exceed one page.

Contact Officer: Eric Raaschou (02) 6205 3904 [eric.raaschou@act.gov.au](mailto:eric.raaschou@act.gov.au)

**Shared Services**  
**Partnership Services Group**  
**Executive Assistant**

**Administrative Services Officer Class 4 \$61,874 - \$66,997, Canberra (PN: 05943)**

Gazetted: 09 December 2014

Closing Date: 16 December 2014

Details: A permanent position exists for an Executive Assistant to work as part of the ACT Government Shared Services team. The position is a pivotal position in ACT Government working with three Executives, providing basic diary, admin and organisational support. If you have great people skills with an ability to organise and prioritise, you are encouraged to apply.

Notes: Applications should be three pages or less and demonstrate your skills and experience that reflect the role requirements in the position description. A Curriculum Vitae showing your work experience should also be included.

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

### **Community Services**

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

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

#### **Service Strategy and Community Building**

##### **Organisational Governance**

##### **Legal and Accountability Officer**

##### **Senior Officer Grade C \$93,254 - \$100,382, Canberra (PN: 10311)**

Gazetted: 05 December 2014

Closing Date: 12 December 2014

Details: This position sits within the Organisational Governance Unit and reports to the Senior Manager of the Unit. This position will have significant contact with directorate officers, requiring a high degree of sensitivity and confidentiality, as well as a highly responsive approach in responding to tight deadlines. The position will also oversee the management and support of the Office for Children, Youth and Family Support (OCYFS) Freedom of Information (FOI) Officer, located within the Unit.

Notes: This is a temporary position available 5 January 2015 until 6 January 2016. Selection may be based on written application only. To apply, please submit a two page statement of your experience and skills against the selection criteria, along with your current curriculum vitae and the contact details of at least two referees.

Contact Officer: Tracy Chester (02) 6205 0469 [tracy.chester@act.gov.au](mailto:tracy.chester@act.gov.au)

### **Education and Training**

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

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

#### **Governance and Assurance**

##### **Media and Communications**

##### **Manager**

##### **Senior Officer Grade A \$127,557, Canberra (PN: 09444)**

Gazetted: 04 December 2014

Closing Date: 18 December 2014

Details: Applications are sought from a dynamic, high performing person to lead the Media and Communications Unit. The person will provide high level communication advice to the Senior Executive Team and manage the Media and Communications Unit. The successful applicant will have sound knowledge and understanding of public relations, media, marketing and promotion, information management and communication issues and their application within the public service environment.

Notes: This is a temporary position available for the period 30 January 2015 until 18 April 2015 with the possibility of extension and/or permanency from this process.

Contact Officer: Joanne Garrisson (02) 6205 9328 joanne.garrisson@act.gov.au

**Education Strategy  
Learning and Teaching  
Early Childhood Education  
Manager**

**School Leader B \$121,464, Canberra (PN: 31730)**

Gazetted: 09 December 2014

Closing Date: 12 January 2015

Details: Applications are sought from a dynamic, high performing school leader to join the Education Strategy Division as Manager of the Early Childhood Education Section. As a key support to the Director, Learning and Teaching and the Senior Manager, Teaching and School Leadership, the successful applicant will help lead staff to successfully engage with, and implement the vision and purpose of the Division. The manager will focus on implementation of the National Partnership Agreement on Universal Access to Early Childhood Education, and the Directorate's Strategic Plan, and 2015 Operational Plan, particularly those aspects that support high quality early childhood outcomes.

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: 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\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Kaaren Blom (02) 6205 7088 kaaren.blom@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.

**Deputy Director General  
Governance and Assurance  
Ministerial and Commonwealth Relations  
Ministerial Liaison Officer**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 00141)**

Gazetted: 09 December 2014

Closing Date: 16 December 2014

Details: Ministerial and Ministerial and Commonwealth Relations is seeking a person with a team focus to work in a dynamic section that manages a range of Ministerial and Commonwealth Relations matters. Duties of the Ministerial Liaison Officer are:

Assist with the management of the Directorate's participation in the Cabinet and Legislative Assembly program; support Education and Training Directorate staff on the preparation of Cabinet and Legislative Assembly documents; coordinate and prepare complex letters, briefs, speeches and reports; provide secretariat and support for Minister and Directorate meetings with stakeholders; provide support for the Minister and Director-General to attend national meetings; contribute to the work of the Ministerial and Commonwealth Relations team to ensure section responsibilities are met. The successful applicant requires excellent organisational skills, flexibility, the ability to work collaboratively and operate as an effective team member and the ability to work under pressure.

Notes: This position is being re-advertisement, previous applicants need to reapply. Successful applicant may be selected on application and referee report only. This is a temporary vacancy available asap to 12 April 2015 with the possibility of extension.

Contact Officer: Elizabeth Howell (02) 6205 9856 elizabeth.howell@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**

#### **Critical Care**

#### **Intensive Care**

#### **Temporary Staff Specialist - Intensive Care**

#### **Staff Specialist 1-5 \$147,465 - \$181,976, Canberra (PN: 12389)**

Gazetted: 11 December 2014

Closing Date: 1 January 2015

The Position: Applications are invited for a 12 month temporary specialist position 0.7FTE from suitably qualified medical graduates with Fellowship of the relevant Australian Medical Specialist College (FCICM) who are eligible for medical specialist registration with the Australian Health Practitioner's Regulation Agency.

The successful applicant will join the current closely working team of 12 Intensive Care Specialists providing intensive care, high dependency care and critical care outreach service. Applicants will be expected to have a strong commitment to teaching and echocardiography skills. This position will possibly be extended to a permanent contract for the suitable applicant in 2016.

This tertiary Intensive Care Unit has 31 bed spaces fully equipped with state of the art equipment and admits approximately 1900 patients per year. Throughput includes postoperative cardiac and neurosurgery with an increasing workload in trauma associated with the Aero-Medical Retrieval Service. The Intensive Care Unit is C24 accredited for training in Intensive Care and has 7 Intensive Care advanced trainees providing after hours cover. There are also 14 other trainees either as ICU basic trainees, or trainees rotating from other specialties. The unit has a strong commitment to teaching at undergraduate and postgraduate level (with daily tutorials) and research (performing unit based, ANZICS clinical trial group and company sponsored studies) with excellent opportunities for collaborative research.

Salary, Remuneration and Conditions:

Staff Specialist Bands 1-5: \$147,465 - \$181,976

Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries.

Superannuation, ranging from 9.5%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, ranges from \$242,052 - \$294,520.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the College of Intensive Care Medicine (FCICM) or an equivalent higher specialist qualification.

Note: This is a temporary position for 12 months.

Contact Officer: Dr Bronwyn Avard (02) 6244 5088 [bronwyn.avard@act.gov.au](mailto:bronwyn.avard@act.gov.au)

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, 123 Carruthers Street CURTIN ACT 2605

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

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

#### **Child, Youth and Women Program**

#### **Community Paediatrician**

#### **Staff Specialist Band 1-5 \$147,465-\$181,976, Canberra (PN: 23976)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

The Position: The successful applicant will join the Child At Risk Health Unit with Child Health Targeted Support Services. The position holder will have experience in the fields of developmental paediatrics, child behaviour and child protection, including forensic medical assessments. The position holder will provide paediatric services from CARHU, The Canberra Hospital and various community health centres, and will be required to participate on the Child Protection after hours forensic roster.

Salary, Remuneration and Conditions:

Staff Specialist Bands 1-5: \$147,465 - \$181,976

Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries.

Superannuation, ranging from 9%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, ranges from \$242,052 - \$294,520.

Eligibility/Other Requirement: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Fellowship of Royal Australasian College of Physicians (RACP) or an equivalent higher specialist qualification.

Note: This is a part time temporary position for 12 months.

Contact Officer: Cassandra Tinning or Dr Cath Sansum (02) 6244 2712. Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, 123 Carruthers Street CURTIN ACT 2605

## **Director General Reports**

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

#### **Capacity Identification Process - Strategic Projects**

##### **Senior Project Officer**

##### **Senior Officer Grade A \$127,557, Canberra (PN: 33340)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

Details: The Strategic Projects Team in ACT Health is seeking a dynamic and skilled person to fill the role of Senior Project Officer. This position is responsible for overseeing major transformational work across all participating service areas in ACT Health and taking the lead on the redesign process (including supervision of project staff) and supports the development of associated service models and redesign activity. It is therefore crucial that the individual has the ability to formulate arguments, prepare evidence and present them in a manner that is both relevant and clear. Knowledge of both corporate and clinical services in the ACT health sector, high level analytical and project planning abilities are all essential requirements of the position.

Notes: 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 and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Liz Sharpe (02) 6205 2075

**Health Infrastructure and Planning**

**Commissioning Support**

**Commissioning/Facility Planning Officer**

**Senior Officer Grade B \$109,831 - \$123,642, Canberra (PN: 19177, several)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

Details: Opportunities exist for suitably experienced and enthusiastic candidates to join the team delivering the ACT Health Infrastructure Program as Commissioning/Facility Planning Officers until June 2016. These vital roles coordinate clinical, support service and consumer input to design briefs and operational commissioning plans for new facilities, review designs to ensure that they align to the design brief and drive the implementation of operational commissioning plans to ensure that services are ready to provide care to patients when the facilities open. There are currently two positions available in the Commissioning Team and one in the Facility Planning Team. It is envisaged that the successful applicants will work in either role as projects move from Facility Planning through to Commissioning. To be successful in this role, you will: Be able to demonstrate knowledge of the application of project management as it relates to the delivery and commissioning of capital works projects and of health facility planning processes in the health sector. Have well developed facilitation, interpersonal, conflict resolution and negotiation skills. Effectively establish priorities, exercise initiative and demonstrate capacity to manage a program of work against specified timelines. Demonstrate sound verbal and written communication skills, including the ability to provide secretariat services. Be a team player with a positive attitude.

Eligibility/Other Requirements: Tertiary qualifications in health or a related discipline and experience in a health related or project management field are desirable.

Notes: These are temporary vacancies until June 2016. The successful candidate/s may be selected based on written application and referee reports only. Work samples and other competency based assessment tools may be used as part of the selection process for this position.

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 and upload this as part of your application.

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Contact Officer: Carolyn Bartholomew (02) 6174 8034

**Health Infrastructure and Planning**

**Facility Planning**

**Facility Planning/Commissioning Officers**

**Senior Officer Grade C \$93,254 - \$100,382, Canberra (PN: 19472, several)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

Details: Opportunities exist for suitably experienced candidates to join the ACT Health Services Planning Unit (HPSU) as a Facility Planning Officer until June 2016. The HPSU delivers corporate and clinical strategic planning, as well as capital and facility planning for the ACT Health Directorate and coordinates the development of the Health Directorate Clinical

Services Plan, along with the service level plans and strategies that are aligned with it. The HSPU directly contributes to the ACT Health Infrastructure Program by undertaking capital and facility planning, including working with clinical and support service branches and divisions and other service providers and consumers to develop Models of Care and Service Delivery for new facilities. As part of the Facility Planning Team, you will assist in delivery of the Health Infrastructure Program by coordinating consumer and clinical and support service input to design briefs for new facilities and reviewing designs to ensure alignment to the design brief and health facility guidelines. You will assist in developing, implementing and communicating processes for facility planning and user input to the design process for health facilities within ACT Health. To be successful in this role, you will: Be able to demonstrate knowledge of the application of project management as it relates to the delivery and commissioning of capital works projects and of health facility planning processes in health sector. Have well developed facilitation, interpersonal, conflict resolution and negotiation skills. Effectively establish priorities, exercise initiative and demonstrate capacity to manage a program of work against specified timelines. Demonstrate sound verbal and written communication skills, including the ability to provide secretariat services. Be a team player with a positive attitude.

Eligibility/Other Requirements: Experience in a health related clinical field and/or project management in a health environment is desirable.

Notes: These positions are temporary until June 2016. They are full-time, requests for part-time hours will be considered.

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 and upload this as part of your application.

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Contact Officer: Jacinta George (02) 6205 0907

**Director General Reports**

**Population Health**

**Health Protection Service**

**Business Improvement Manager**

**Senior Officer Grade C \$93,254 - \$100,382, Canberra (PN: 25193)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

Details: The Business Support Services (BSS) Section of Health Protection Service (HPS) is seeking applications to fill the position of Business Improvement Manager (BIM). The Business Improvement Manager coordinates a number of HPS programs including, but not limited to, the Customer Satisfaction Surveys, HPS Internal Audits and Staff Suggestions. The BIM is responsible for identifying and participating in quality improvement activities for the Branch, managing both the HPS and PHD SharePoint sites as well as the HPS content of the ACT Health website. The position reports directly to the Manager, Business Support Services and is responsible for supervising both the BSS Database Administrator and BSS Project Officer positions.

Notes: This is a temporary position available until 31 December 2016.

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 and upload this as part of your application.

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Contact Officer: Cathie Smith (02) 6205 1714

**Canberra Hospital and Health Services**

**Rehabilitation, Aged and Community Care**

**Rehabilitation, Aged and Community Care Nursing**

**Registered Nurse Gerontology**

**Registered Nurse Level 2 \$81,918 - \$86,823, Canberra (PN: 22298)**

Gazetted: 11 December 2014

Closing Date: 8 January 2015

Details: Dynamic Registered Nurses with excellent communication and multitasking skills are required to provide advanced nursing care consistently and competently to patients of varying complexity in Gerontology.

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

Notes: 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 and upload this as part of your application.

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Contact Officer: Hazel Hurrell (02) 6244 3035

**Canberra Hospital and Health Services**

**Critical Care**

**Intensive Care Unit**

**Registered Nurse**

**Registered Nurse Level 2 \$81,918 - \$86,823, Canberra (PN: 21156)**

Gazetted: 11 December 2014



Closing Date: 18 December 2014

Details: Applications are invited from an innovative and committed Registered Nurse with an advanced level of recent clinical competence. This exciting role contributes to the education, practice and monitoring of Medical Emergencies. The applicant will work in collaboration with a small team led by the MET/Outreach Clinical Nurse Consultant. You will be required to work a rotating roster. Duties: Ongoing facilitation of education and competency assessment of staff in resuscitation, COMPASS© and other related training. The role includes attendance and participation at medical emergencies, education as well as data collection and management.

Eligibility/Other Requirements: Registered or eligible to register as a Registered Nurse with Australian Health Practitioner Regulation Agency (AHPRA). Experience in a Critical Care area and/or resuscitation and holds or is progressing towards a postgraduate qualification relevant to the area would be an advantage.

Notes:

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 and upload this as part of your application.

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Contact Officer: Dimity Walsh (02) 6244 3783

**Canberra Hospital and Health Services**

**Rehabilitation, Aged and Community Care**

**Rehabilitation, Aged and Community Care Nursing**

**Team Leader 11A**

**Registered Nurse Level 2 \$81,918 - \$86,823, Canberra (PN: 29993)**

Gazetted: 11 December 2014

Closing Date: 8 January 2015

Details: Dynamic Registered Nurse with excellent communication, leadership and multi-tasking skills to fill the role of Team Leader Monday to Friday supporting the Clinical Nurse Consultant (CNC) and improving consistency and continuity of leadership.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA).

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

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Contact Officer: Hazel Hurrell (02) 6244 3035 or 0434 674 442

**Canberra Hospital and Health Services**

**Clinical Support Service**

**Acute Support**

**Social Worker**

**Health Professional Level 3 \$80,997 - \$85,346 (up to \$89,579 on achieving a personal upgrade), Canberra (PN: 16735, several)**

Gazetted: 11 December 2014

Closing Date: 1 January 2015

Details: Applications are invited from experienced Social Workers interested in working in establishing new services and improving existing services in a challenging acute hospital environment. The successful applicant/s will work within a social work clinical prioritisation framework providing service to one or a number of adult, maternity and paediatric inpatient and outpatient units. Both permanent positions will have a major outpatient focus. Opportunities exist to initiate quality improvement activities, provide professional supervision, rotate areas of clinical responsibility, participate in professional development activities and undertake further education.

Eligibility/Other Requirements: A degree in Social Work with eligibility for membership of the Australian Association of Social Workers is essential. Previous hospital practical experience is highly desirable.

Note: There is two permanent positions, one full-time and one part-time at 18:25 hours per week. Additionally there are opportunities for temporary positions.

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

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Contact Officer: Madeline Clark (02) 6244 2155

**Director General Reports**

**Population Health**

**Health Protection Service**

**Data Administrator**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 23586, expected vacancy)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

Details: The Health Protection Service (HPS), Population Health Division is seeking an enthusiastic and skilled officer to fill the role of Database Administrator until 31st December 2016. The HPS Database Administrator is part of a small team within the HPS Business Support Services Section. The team is responsible for administering and maintaining a number of databases utilised by the Branch as well as the HPS SharePoint site and HPS content on the ACT Health website. The successful applicant will use IT to support business processes and quality improvement activities for the Branch as well as utilising relevant systems to generate reports in a timely and effective manner. In addition the position is responsible for undertaking various research and projects on behalf of the Branch as directed by the HPS Management Team.

Notes: This is an expected temporary position available until 31 December 2016. 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 and upload this as part of your application.

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Contact Officer: Cathie Smith (02) 6205 1714

**Canberra Hospital and Health Services**

**Surgery, Oral Health and Imaging**

**Dental Health Program**

**Dental Therapist/Oral Health Therapist**

**Health Professional Level 2 \$57,352 - \$78,731, Canberra (PN: 15592, several)**

Gazetted: 11 December 2014

Closing Date: 18 December 2014

Details: ACT Health is seeking qualified Dental Therapist/Oral Health Therapist to provide high quality dental services to eligible children and youth of the ACT.

Eligibility/Other Requirements: An appropriate tertiary qualification in Dental Therapy/Oral Health Therapy or equivalent and must possess unconditional registration as a Dental Therapist/Oral Health Therapist by Australian Health Practitioner Regulation Agency (AHPRA), Dental Board of Australia. Applicants must have a minimum of nine months paid experience as a Dental Therapist/Oral Health Therapist preferably in the public sector. Must be eligible for a radiation licence with the ACT Health Radiation Council.

Notes: There is one full-time permanent position available and several temporary positions available from 5 January 2015 until 5 January 2016. Applicants must indicate in their application if they are applying for the permanent and/or temporary position. Selection may be based on written application and referee reports only.

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 and upload this as part of your application.

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Contact Officer: Kathy Zagar (02) 6205 1510

**Canberra Hospital and Health Services**

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

**Child and Adolescent Mental Health**

**Office Manager**

**Administrative Services Officer Class 3 \$55,732 - \$59,980, Canberra (PN: 29841)**

Gazetted: 11 December 2014

Closing Date: 1 January 2015

Details: The Division of Mental Health, Justice Health, Alcohol and Drug Services provide contemporary evidence-based mental health services guided by the principles of Recovery. Mental Health Services collaborates with consumers, works respectfully with their carers and with the government sector, primary providers and community agencies to promote recovery. Mental Health Services provide services congruent with national and territory plans and policies. The Child and Adolescent Mental Health Service (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health problems. The CAMHS community teams are made up of multi-disciplinary mental health professionals who provide assessment, treatment and clinical management within a recovery focused framework. This position is located with the North side team, based at Belconnen Community Health Centre and will perform administrative duties to support the clinical team. Applications are sort from suitable candidates who have experience within the human services field.

Eligibility/Other Requirements: Possession of a current driver's licence. Health related training such as Medical Terminology would be an advantage.

Notes: Successful applicants may be kept on a merit list to fill future part-time permanent vacancies with the same duty statement and selection criteria across either the North or South Community Teams within a 12 month period. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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Contact Officer: Victoria Bowrah (02) 6205 1050

## Justice and Community Safety

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

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

### **ACT Law Courts and Tribunal Registry Operations**

#### **Coroners**

#### **Legal Manager and Counsel Assisting - Coroners Court**

**Legal 2 \$125,497 - \$130,655, Canberra (PN: 34998)**

Gazetted: 04 December 2014

Closing Date: 23 January 2015

Details: The ACT Law Courts and Tribunal Administration is seeking an experienced lawyer and manager to undertake the role of Legal Manager and Counsel Assisting - Coroners Court. The successful applicant will have effective legal management skills and be able to work effectively with a range of stakeholders, including Coroners, Law Courts and Tribunal administration staff and external agencies to achieve quality outcomes for the Chief Coroner and Coroners. Responsibilities include acting as Counsel Assisting to the Coroner, providing leadership and management support to Coroners Unit staff, act as first liaison point for investigators, families, legal representatives, witnesses and other interested parties and exercise statutory powers and responsibilities of a Deputy Registrar of the Court. The successful applicant will be required to work closely with the Chief Coroner, Coroners and the Registrar of the Magistrates Court on matters of legislation, practice and procedures and conduct legal policy work and other functions as necessary and the Registry Manager on administration matters.

Eligibility/Other Requirements: Admission as a practitioner of the High Court or the Supreme Court of an Australian State or Territory.

Notes: Please note that due to the Christmas period interviews are expected to take place in February 2015.

Contact Officer: Amanda Nuttall (02) 620 71054 [amanda.nuttall@act.gov.au](mailto:amanda.nuttall@act.gov.au)

### **ACT Government Solicitor**

#### **Executive**

#### **Legal Support Manager**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 10375)**

Gazetted: 09 December 2014

Closing Date: 16 January 2015

Details: The ACT Government Solicitor (ACTGS) provides legal services, including advice and representation to the ACT, its government agencies, ministers and office holders. ACTGS seeks a Legal Support Manager to lead a team of legal administrative support staff to provide efficient and consistent quality legal administrative support in accordance with ACTGS policies and procedures. The Legal Support Manager will be required to manage their own portfolio of work as well as manage and supervise the day to day work of the legal administrative support team. This will include delegating duties, monitoring staff performance, staff professional development and inductions. The position is also required to allocate work according to the administrative requirements or legal complexity in the preparation of correspondence, briefs, court documents and billing. The successful applicant should be a well organised, effective communicator, with initiative and motivation. Demonstrated experience and ability to guide, direct, motivate, develop others and to lead with a positive and client focused approach is mandatory.

Eligibility/Other Requirements: Demonstrated experience in a management/supervisory role is essential; Knowledge of legal terminology, legal research methods and procedures is required; Knowledge of Open Practice and Lawdocs is desirable.

Notes: This position will be filled temporary for an initial 12 month period. An order of merit may be established from this recruitment process for future permanent vacancy.

Contact Officer: Maria Batzogiannis (02) 6205 3734 [maria.batzogiannis@act.gov.au](mailto:maria.batzogiannis@act.gov.au)

**ACT Emergency Services Agency**

**ACT Rural Fire Service**

**Operations**

**Senior Operations Officer**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 04599)**

Gazetted: 10 December 2014

Closing Date: 17 December 2014

Details: The ACT Rural Fire Service (ACTRFS) is seeking applications from motivated people for the position of Senior Operations Officer.

Key responsibilities are to assist in the management and coordinating a range of activities associated with the operational requirements of the ACTRFS. The successful applicant is required to coordinate and administer the provision of operations logistics to ACTRFS members in conjunction with Emergency Services Agency (ESA) Fleet and Procurement, in relation to the management, development and maintenance of the ACTRFS Fleet. Manage the performance of human, financial and physical resources for the Remote Area Fire Team (RAFT), Fire Observation Tower Operations and Air Operations of the ACTRFS. Assist to manage the ACTRFS communications (Radios, Mobile Data Terminals, Pagers, etc) and reporting (ICON, Australian Incident Reporting System, etc) capabilities. Assist in developing and maintaining professional working partnerships and relationships with all stakeholders, clients and RFS members (Volunteers and Territory and Municipal Services Directorate (TAMS)).

Eligibility/Other Requirements: Demonstrated decision making under the pressure of emergency conditions, with sound knowledge and experience of fire behaviour, fire incident management/control, fire prevention and mitigation strategies, Incident Control Systems and the co-ordination of support to and from other agencies; Current manual driver's licence and preparedness to wear a uniform is essential; Drive 4WD (off road) operational vehicles and travel in light and rotary operational winged aircraft if required. Take part in duty and on call and close call rosters as required; The occupant will be required to undertake the ACTRFS Fitness assessment and pass at the appropriate level; The occupant of this position will be required to undertake significant parts of the duties outside normal business hours and on weekends; and Extensive experience and relevant qualifications in the management of aviation resources for fire management and control operations is a requirement of this position.

Notes: This position is a temporary vacancy available asap until the 30 June 2015 with the possibility of extension.

Contact Officer: Paul Simakoff-Ellims (02) 6207 8473 paul.simakoff-ellims@act.gov.au

**Public Advocate of the ACT**

**Public Advocacy**

**Mental Health and Forensic**

**Advocate**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 19652)**

Gazetted: 10 December 2014

Closing Date: 5 January 2015

Details: The successful applicant will be required to assist the Senior Advocate, Mental Health and Forensic administer functions of the *Public Advocate Act 2005* and relevant mental health legislation relating to the provision of advocacy for individuals involved with the mental health and the justice systems. Particular focus will be on undertaking the compliance and monitoring functions of the Public Advocate in the mental health area. The person will be expected to provide expert advice to the Senior Advocate, to provide individual advocacy, to liaise with service providers, to represent the Public Advocate at Tribunals and in Court, as well as to prepare appropriate reports and undertake projects (where required). The successful applicant will need to have demonstrated knowledge, understanding and experience in mental health service provision. The applicant must have the capacity to provide advocacy on behalf of mental health consumers, forensic patients and for young people involved with mental health services.

Eligibility/Other Requirements: Tertiary qualifications in a relevant discipline such as Social Work, Psychology, Human Services and/or related disciplines are required.

Note: This is a position of trust and applicants must be aware of confidentiality and privacy provisions. This is a temporary position available for a period of 12 months with the possibility of permanency from this process. 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\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).  
Contact Officer: Christina Thompson (02) 6207 0707 christina.thompson@act.gov.au

**ACT Emergency Services Agency**

**Emergency Management, Risk and Spatial Services**

**Digital Services**

**Digital Services Developer**

**Administrative Services Officer Class 6 \$74,098 - \$84,803, Canberra (PN: 34794)**

Gazetted: 04 December 2014

Closing Date: 2 January 2015

Details: ACT Emergency Services Agency (ESA) are seeking a Digital Services Developer who is capable of providing a range of web development services to the agency including front-end development (HTML5/CSS) and server-side development (PHP/MySQL). The successful applicant will assist in the development, maintenance and support of ESA systems and websites.

Eligibility/Other Requirements: Experience with Git/Github source code management system is desirable.

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

Contact Officer: Richard O'Neill (02) 6205 8227 richard.o'neill@act.gov.au

**ACT Government Solicitor**

**Government Law**

**Legal Support Team Leader**

**Administrative Services Officer Class 4 \$61,874 - \$66,997, Canberra (PN: 13558)**

Gazetted: 08 December 2014

Closing Date: 16 January 2015

Details: The ACT Government Solicitor (ACTGS) provides legal services, including advice and representation to the ACT, its government agencies, ministers and office holder. ACTGS is looking for an enthusiastic and committed self starter with a strong background in working within a legal environment and a proven ability to mentor, motivate and train staff. The successful applicant will be required to possess good communication skills, exercise initiative and discretion in managing work priorities and deadlines, and exhibit strong attention to detail. Applicants will also possess excellent organisational and interpersonal qualities, and the ability to function within a flexible team environment and communicate and build relationships with people at all levels. A sound knowledge of electronic information systems (preferably Open Practice and Lawdocs) would be an advantage. Proven knowledge and understanding of legal terminology and legal processes is required.

Eligibility/Other Requirements: Minimum typing speed of 50 wpm and the ability to use a digital dictaphone is required.

Notes: This is a temporary position available initially for a 12 month period. An order of merit may be established from this recruitment process for future permanent vacancies.

Contact Officer: Maria Batzogiannis (02) 6205 3734 maria.batzogiannis@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](mailto:jobs@act.gov.au)**

**Roads and Public Transport**

**Executive**

**Senior Manager, Workforce Relations and Training**

**Senior Officer Grade A \$127,557, Canberra (PN: 33134)**

Gazetted: 05 December 2014

Closing Date: 12 December 2014

Details: The Roads and Public Transport Executive Team are seeking applications for the role of Senior Manager, Workforce Relations and Training to provide a centralised, streamlined and coordinated approach to matters pertaining to staff, safety and business improvement while assisting management in meeting established strategic business goals for the Division.

Eligibility/Other Requirements: Qualifications relevant to the duties of the position and/or substantial work experience relevant to the position.

Notes: This is a temporary position available until 31 March 2015, with the possibility of extension. Selection may be based on application and referee reports only.

Contact Officer: Bronwen Duke (02) 6207 5763 bronwen.duke@act.gov.au

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

**Parks and City Services**

**Parks and Conservation Service**

**Urban Reserves - Googong/Kowen**

**Ranger in Charge**

**Technical Officer Level 4 \$70,913 - \$81,460 plus weekend shift penalties overtime and superannuation, Canberra (PN: 15690)**

Gazetted: 09 December 2014

Closing Date: 16 December 2014

Details: The ACT Parks and Conservation Service (PCS) is seeking dynamic and experienced candidates keen to contribute to conservation land management in the ACT. PCS is responsible for land management in a diverse range of situations, from urban reserves through to remote wilderness national parks. The Ranger in Charge role for Googong/Kowen has day to day operational responsibility for Googong Foreshores and Kowen Forest areas, supervising a team of Rangers and GSO's. Highly developed skills and knowledge of land management and staff management are required along with a high level of communication skills.

Eligibility/Other Requirements: All applicants are required to address the selection criteria as well as provide an updated resume. All applicants must submit two written referee reports addressing the selection criteria graded using the stipulated rating scale, with their written application. Selection may be based solely on consideration of written application and referee reports. It is essential applicants are required to hold a current manual driver's licence.

Applicants would be expected to communicate effectively with park visitors and refer public enquiries as necessary, wear a uniform and undergo regular structured training. This position is classified as a Designated Fire Position under the TAMS Collective Agreement. Willingness to undertake incident management duties, work a shift roster, work at any location throughout the reserve estate. Relevant Tertiary qualifications in Natural and Cultural Resource Management/Park Management are highly desirable.

Notes: This temporary vacancy is from 01 February 2015 to 30 June 2015 with a possibility of extension.

Contact Officer: Stuart Jeffress (02) 6205 2881 stuart.jeffress@act.gov.au



## APPOINTMENTS

### ACT Auditor General's Office

**Audit Band 2 \$96,145 - \$132,986**

Elizabeth Maria Cusack 741-04566, Section 68(1), 8 December 2014

### Calvary Health Care ACT (Public)

**Administrative Services Officer Level 5 \$68,766 - \$ 75,302**

Betty Callow 1612816, 68-Section of Act, 22 September 2014

**Registered Nurse Level 4 Grade 3 \$121,218**

Elaine Bell 1612528, 68-Section of Act, 1 January 2015

**Health Professional Level 2 \$57,352 - \$78,731**

Tanya Buettikofer, 1612563, 68-Section of Act, 12 September 2014

**Senior Officer Grade C \$93,254 – \$100,382**

Duncan Cotter 1612818, 68-Section of Act, 04 September 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Emma Duranti 1612704, 68-Section of Act, 15 September 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Tina Edwards 1612040, 68-Section of Act, 18 November 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Alexander Gengos 1612404, 68-Section of Act, 05 September 2014

**Enrolled Nurse Level 1 \$53,501 - \$57,161**

Paula Handreck 1612623, 68-Section of Act, 1 November 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Nicole Judge 1612706, 68-Section of Act, 6 November 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Roshan Khatri 1612069, 68-Section of Act, 2 December 2014

**Administrative Services Officer Level 5 \$68,766 - \$ 75,302**

Loretta Kuchel 1612519, 68-Section of Act, 15 August 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Matthew Maher 1612863, 68-Section of Act, 3 November 2014

**Administrative Service Officer Level 3 \$55,732 - \$59,980**

Charles Martin 1612579, 68-Section of Act, 22 September 2014

**Administrative Service Officer Level 3 \$55,732 - \$59,980**

Saima Mughal 1612443, 68-Section of Act, 24 September 2014

**Senior Officer Grade C \$93,254 – \$100,382**

Santosh Muni 1612840, 68-Section of Act, 15 September 2014

**Administrative Services Officer Level 3 \$55,732 - \$59,980**

Susan Neville 1610564, 68-Section of Act, 22 September 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Sarah North 1612687, 68-Section of Act, 17 November 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Emma Parker 1612867, 68-Section of Act, 6 November 2014

**Administrative Service Officer Level 3 \$55,732 - \$59,980**

Lesley Pollock 1612755, 68-Section of Act, 30 October 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Jessie Price 1612709, 68-Section of Act, 11 September 2014

**Health Professional Level 3 \$80,997 – \$89,759**

Sarah Reid 1612808, 68-Section of Act, 01 September 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Hollie Sibly 1612659, 68-Section of Act, 4 December 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Joy Tabor 1612578, 68-Section of Act, 21 September 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Shyni Thomas 1611558, 68-Section of Act, 7 November 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Yin-Tzu Tsay 1612067, 68-Section of Act, 15 September 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Catherine West 1612697, 68-Section of Act, 25 February 2015

**Registered Nurse Level 1 \$58,989 - \$78,799**

Sophie Williams 1612702, 68-Section of Act, 4 December 2014

**Chief Minister, Treasury and Economic Development**

**Administrative Services Officer Class 5 \$68,766 - \$72,789**

Jacqueline Gillan 835-65858, Section 68(1), 2 December 2014

**Administrative Services Officer Class 3 \$55,732 - \$59,980**

Shivastika Pooja Gounder 836-11850, Section 68(1), 4 December 2014

**Community Services**

**Administrative Services Officer Class 6 \$74,098 - \$84,803**

Terence James Edwards 844-81891, Section 68(1), 10 December 2014

**Health Professional Level 2 \$57,352 - \$78,731**

Michelle McDonald 844-00414, Section 68(1), 4 December 2014

**Health**

**Health Service Officer Level 3 \$44,914 - \$46,374**

Antony Antony 840-51365, Section 68(1), 8 December 2014

**Senior Staff Specialist, \$199,231**

Maria Cecilia Garcia Rudaz 829-57040, Section 68(1), 17 November 2014

**Administrative Services Officer Class 5 \$68,766 - \$72,789**

Jacqui Hennock 844-81664, Section 68(1), 8 December 2014

**Registered Nurse Level 1 \$58,989 - \$78,799**

Ying (Linda) Li 825-48300, Section 68(1), 4 December 2014

**Health Service Officer Level 3 \$44,914 - \$46,374**

Slavica Tasic 838-54078, Section 68(1), 4 December 2014

**Health Service Officer Level 3 \$44,914 - \$46,374**

Aniyan Thomas 840-49716, Section 68(1), 10 December 2014

**Justice and Community Safety**

**Senior Officer Grade A \$127,557**

Helen Child 844-81488, Section 68(1), 4 December 2014

**Territory and Municipal Services**

**Administrative Services Officer Class 3 \$55,732 - \$59,980**

Duncan Taylor 844-81760, Section 68(1), 9 December 2014

**TRANSFERS**

**Health**

**Catherine Maher: 820-72808**

From: Registered Nurse Level 2 \$81,918 - \$86,823

Health

To: Registered Nurse Level 2 \$81,918 - \$86,823

Health, Canberra (PN. 12612) (Gazetted 13 November 2014)

**Elizabeth Petering: 830-79876**

From: Technical Officer Level 1 \$47,953 - \$50,376

Health

To: Technical Officer Level 1 \$47,953 - \$50,376

Health, Canberra (PN. 28683) (Gazetted 26 June 2014)

**Territory and Municipal Services**

**Myfanwy Greenwood: 736-44317**

From: Senior Officer Grade C \$93,254 - \$100,382

Chief Minister, Treasury and Economic Development

To: Senior Officer Grade C \$93,254 - \$100,382

Territory and Municipal Services, Canberra (PN. 13380) (Gazetted 11 December 2014)

**PROMOTIONS**

**Chief Minister, Treasury and Economic Development**

**Shared Services**

**Human Resources**

**Recruitment**

**Heidi McLaughlin: 836-03068**

From: Administrative Services Officer Class 2 \$49,189 - \$54,315

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4 \$61,874 - \$66,997

Chief Minister, Treasury and Economic Development, Canberra (PN. 08119) (Gazetted 28 November 2014)

**Arts, Business, Events, Sport and Tourism**

**Sport and Recreation Services**

**Sport and Recreation Facilities**

**Michael John Roberts: 827-41629**

From: Technical Officer Level 2 \$52,078 - \$59,939

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$93,254 - \$100,382

Chief Minister, Treasury and Economic Development, Canberra (PN. 34748) (Gazetted 6 November 2014)

**Strategic Finance**

**Daniel Thompson: 786-88036**

From: Senior Officer Grade B \$109,831 - \$123,642

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$109,831 - \$123,642

Chief Minister, Treasury and Economic Development, Canberra (PN. 34814) (Gazetted 14 November 2014)

**Strategic Finance**

**Trang Tran: 793-3859**

From: Administrative Services Officer Class 6 \$74,098 - \$84,803

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$93,254 - \$100,382

Chief Minister, Treasury and Economic Development, Canberra (PN. 31776) (Gazetted 5 November 2014)

### **Community Services**

#### **Service Strategy and Community Building**

##### **Corporate Services**

##### **Finance and Budget**

##### **Chunxuan Xie: 827-41186**

From: Administrative Services Officer Class 5 \$68,766 - \$72,789

Community Services

To: Administrative Services Officer Class 6 \$74,098 - \$84,803

Community Services, Canberra (PN. 09146) (Gazetted 27 October 2014)

### **Education and Training**

#### **Office for Schools**

##### **Belconnen Network**

##### **Hawker Primary School**

##### **Lisa Fairlamb: 777-85870**

From: Classroom Teacher \$57,169 - \$90,388

Education and Training

To: †School Leader C \$104,319

Education and Training, Canberra (PN. 03635) (Gazetted 11 December 2014)

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**

##### **Charnwood-Dunlop School**

##### **Louise Ann Johnston: 824-41132**

From: Classroom Teacher \$57,169 - \$90,388

Education and Training

To: †School Leader C \$104,319

Education and Training, Canberra (PN. 17253) (Gazetted 11 December 2014)

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**

##### **South/Weston Network**

##### **Malkara School**

##### **Michelle Lorkovic: 820-76438**

From: School Assistant 2/3 \$41,826 - \$51,005

Education and Training

To: Administrative Services Officer Class 3 \$55,732 - \$59,980

Education and Training, Canberra (PN. 30978) (Gazetted 23 June 2014)

#### **Office for Schools**

##### **South/Weston Network**

##### **Telopea Park School**

##### **Kylie Louis: 607-89840**

From: Classroom Teacher \$57,169 - \$90,388

Education and Training

To: †School Leader C \$104,319

Education and Training, Canberra (PN. 01963) (Gazetted 27 October 2014)

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**

**University of Canberra High School Kaleen**

**Jenelle Lea Reynolds: 779-11558**

From: Classroom Teacher \$57,169 - \$90,388

Education and Training

To: †School Leader C \$104,319

Education and Training, Canberra (PN. 15404) (Gazetted 27 October 2014)

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**

**Gowrie Primary School**

**Gareth James Richards: 755-79336**

From: School Leader B \$121,464

Education and Training

To: †School Leader A \$133,402 - \$160,181

Education and Training, Canberra (PN. 01809) (Gazetted 11 December 2014)

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**

**Monash School**

**Kylie Smith: 798-36520**

From: Classroom Teacher \$57,169 - \$90,388

Education and Training

To: †School Leader C \$104,319

Education and Training, Canberra (PN. 02274) (Gazetted 27 October 2014)

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**

**Health Infrastructure and Planning**

**Health Services Planning**

**Monica Brady: 261-25987**

From: Health Professional Level 4 \$93,254 - \$100,382

Health

To: †Health Professional Level 6 \$127,557

Health, Canberra (PN. 28492) (Gazetted 2 October 2014)

**Strategy and Corporate**

**Rohit Sanjay Prasad: 789-44415**

From: Health Service Officer Level 6 \$51,260 - \$53,463

Health

To: †Senior Officer Grade C \$93,254 - \$100,382

Health, Canberra (PN. 21559) (Gazetted 30 October 2014)

**Justice and Community Safety**

**ACT Law Courts and Tribunal Administration**

**Registry**

**Michelle Dunn: 791-29316**

From: Administrative Services Officer Class 2 \$49,189 - \$54,315

Justice and Community Safety

To: Administrative Services Officer Class 3 \$55,732 - \$59,980

Justice and Community Safety, Canberra (PN. 42389) (Gazetted 30 October 2013)

**Office of Regulatory Services**

**Transport Regulation**

**System and Reforms**

**Michael Moore: 817-45898**

From: Senior Officer Grade C \$93,254 - \$100,382

Justice and Community Safety

To: †Senior Officer Grade B \$109,831 - \$123,642

Justice and Community Safety, Canberra (PN. 19918) (Gazetted 15 October 2014)

**Office of Regulatory Services**

**Registrations and Fair Trading**

**Land Titles**

**Sandra Salcedo: 507-66733**

From: Administrative Services Officer Class 6 \$74,098 - \$84,803

Community Services

To: †Senior Officer Grade C \$93,254 - \$100,382

Justice and Community Safety, Canberra (PN. 10140) (Gazetted 16 October 2014)

**Public Trustee for the ACT**

**Chaw Su: 827-56839**

From: Administrative Services Officer Class 3 \$55,732 - \$59,980

Justice and Community Safety

To: Trust Officer Level 1 \$61,289 - \$70,177

Justice and Community Safety, Canberra (PN. 43736) (Gazetted 3 October 2014)

**Corporate**

**People and Workplace Strategy**

**Pieta White: 740-91849**

From: Administrative Services Officer Class 6 \$74,098 - \$84,803

Community Services

To: †Senior Officer Grade C \$93,254 - \$100,382

Justice and Community Safety, Canberra (PN. 34533) (Gazetted 24 September 2014)

**Transport and Infrastructure**

**Office of Regulatory Services**

**Business Support and Training**

**Leanne Woolfe: 821-20793**

From: Administrative Services Officer Class 4 \$61,874 - \$66,997

Justice and Community Safety

To: Administrative Services Officer Class 5 \$68,766 - \$72,789

Justice and Community Safety, Canberra (PN. 01870) (Gazetted 11 December 2014)

**Territory and Municipal Services**

**Parks and City Services**

**Libraries ACT**

**Public Libraries**

**Holly Hart: 835-95328**

From: Administrative Services Officer Class 3 \$55,732 - \$59,980

Libraries ACT

To: †Administrative Services Officer Class 4 \$61,874 - \$66,997

Territory and Municipal Services, Canberra (PN. 34397) (Gazetted 11 September 2014)

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.

**Directorate Services**

**Canberra Connect**

**Customer Services Integration**

**Jamie Regan: 827-37443**

From: Administrative Services Officer Class 5 \$68,766 - \$72,789

Territory and Municipal Services

To: †Administrative Services Officer Class 6 \$74,098 - \$84,803

Territory and Municipal Services, Canberra (PN. 24523) (Gazetted 19 November 2014)

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**

**Health**

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Rochelle Morrison: 741-15230

From: Health Professional Level 3 \$80,997 - \$85,346 (up to \$89,579 on achieving a personal upgrade)

Health

To: Health Professional Level 4 \$93,254 - \$100,382

Health, Canberra (PN. 25282) (Gazetted 18 September 2014)

Note: Promotion which appeared in the gazette 23 October 2014 had incorrect position number.