



ACT Government Gazette

Gazetted Notices for the week beginning 10 December 2015

VACANCIES

Calvary Health Care ACT (Public)

Emergency Department Registrars

Registrars /Senior Registrars \$88,179-\$124,330, Canberra (PN: Various)

Gazetted: 16 December 2015

Closing Date: 17 December 2015

Full position details can be seen at Calvary Health Care (ACT)'s website: <http://www.calvary-act.com.au/career-vacancies.html?state=act>

Contact Officer: David Banfield (02) 6201 6111 david.banfield@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

CIT Trade Skills and Vocational Learning

CIT Trade Skills and Vocational Learning Management

Director

Manager Education Level 2 \$132,002, Canberra (PN: 14854)

Gazetted: 10 December 2015

Closing Date: 6 January 2016

Details: Canberra Institute of Technology (CIT) is seeking a vibrant leader able to champion CIT vision for enhancing the student experience and ensuring significant employer engagement in the areas of trade training and vocational learning. CIT is a dynamic, connected and diverse provider of vocational education and training (VET) offering quality skills development to individuals, employers and industry in Canberra. CIT Trade Skills and Vocational Learning is a teaching college comprising Automotive, Metals and Logistics, Plumbing, Electrical Trades, Construction, Culinary training, and Access Education. This college offers VET training programs from certificate II through to diploma. Working as a Co-Director, success in this role requires significant collaboration with industry, community and government, and cultivation of a workforce to embody a culture of innovation and high performance.

CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal and Torres Strait Islander Peoples and/or People with a disability.

Eligibility/Other Requirements: Mandatory qualifications and/or registrations/licencing: All managers at Manager Education Level 2 must hold a full Training and Assessment Certificate IV level qualification (such as TAE40110 or equivalent), and an Advanced Diploma in Adult Learning and Development (or equivalent). Industry Experience: Relevant industry experience is highly desirable, though does not have to be in the discipline being supervised. Highly Desirable: Bachelor of Education, Management or relevant higher level qualification Additional postgraduate qualifications.

Note: This position is for temporary filling for a period of 5 months with possibility of extension.

Contact Officer: Carolyn Grayson (02) 6207 4955 carolyn.grayson@cit.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.

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

Access Canberra

Construction, Environment and Workplace Protection

Senior Manager

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 15372)

Gazetted: 10 December 2015

Closing Date: 17 December 2015

Details: As a Manager you will operate with a degree of independence and be responsible for a team within one of the functional areas of the Business Unit. Duties and responsibilities will include: Managing a team to deliver regulatory, licensing and/or educative outcomes relating to construction, environment and workplace health and safety; Lead operational and regulatory reform relating to construction, environment and workplace health and safety; Lead and motivate staff in a multi-disciplinary environment; Perform duties as delegated under relevant pieces of legislation administered by the division; Undertake research and prepare high level reports, briefs, submissions and related documents; Prepare operational policies and external publication content and material; Maintain electronic records and establish and maintain relationships with internal and external clients and stakeholders.

Eligibility/Other Requirements: Relevant qualifications in Management, Government, or in one of the above discipline areas are highly desirable.

Contact Officer: Ben Green (02) 6207 7387 ben.green@act.gov.au

Access Canberra

Customer Coordination

Applications and Approvals

Assistant Manager Customer Services

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 44072)

Gazetted: 15 December 2015

Closing Date: 22 December 2015

Details: The successful applicant will assist in the management of the day to day operations of the Environment, Planning and Land and the Building Services Shopfronts to ensure high quality service delivery is provided to customers. They will take an active leadership role in managing the resolution of issues that arise in the lodgement of development and/or building applications and associated processes and maintaining effective working relationships with the ACT community, ACT Public Service staff, public agencies and private enterprise to enable monitoring of the quality and nature of the services delivered and continuous improvements to them. Duties also include monitoring and prioritising workflow, preparing statistical reports, briefs, submissions, advice and comments as required for the information of the Executive, providing advice on ways to improve or initiate better processes and procedures, particularly in relation to the link between IT systems and standard operating procedures and to assist in the project management and implementation of the new eDevelopment platform.

Eligibility/Other Requirements: Experience in leading teams responsible for functions relating to the planning, development and/or building industry would be an advantage. Successful applicant/s must be prepared to work in either the Dickson or Mitchell office as required. 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_wvvp.

Note: This is a temporary position available from 4 January 2016 for six months with the possibility of an extension up to 12 months and/or permanency.

Contact Officer: Linda Southwell (02) 6205 0060 linda.southwell@act.gov.au

Workforce Capability and Governance

Public Sector Management Group

Legislation and Policy

Senior Policy Officer

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 14778)

Gazetted: 14 December 2015

Closing Date: 21 December 2015

Details: Public Sector Management Group is seeking to engage a suitably capable and motivated individual to join the Workforce Capability and Governance team to undertake a range of duties in support of the office of the Commissioner for Public Administration. The role is responsible for developing whole of government policies and responses to emergent issues, facilitating executive employment requests to be authorised by the Commissioner, liaising with the Cabinet office and contributing to the ongoing development of tools to streamline the ACT Boards and Committees framework, and may be required to provide secretariat support to the ACT Remuneration Tribunal. The role also contributes to responses to Questions On Notice and Matters of Public Importance arising from issues discussed in the Legislative Assembly. The successful applicant will have strong research skills, be able to work individually or collaboratively as required, and will be forward thinking and will embrace change as the business area will be transitioning to activity based working arrangements during the period of the vacancy.

Eligibility/Other Requirements: Knowledge of Cabinet processes and demonstrated ability to prepare Ministerial briefs would be an advantage.

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

How to Apply: 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 response to the selection criteria for the position, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to the contact officer.

Contact Officer: Justin Wunsch (02) 6205 2391 justin.wunsch@act.gov.au

Economic Development

ACT Property Group

Maintenance and Project Section

Business Manager

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 33523)

Gazetted: 14 December 2015

Closing Date: 21 December 2015

Details: ACT Property Group is seeking potential candidates for the position of the Business Manager. We are looking for a team player with strong communication and organisation skills, who will be responsible for providing administrative guidance and support to sub-section managers as required.

Note: This is a temporary position available until 1 March 2016 with the possibility of extension and/or permanency.

Contact Officer: Mike Brown (02) 6207 6908 mike.brown@act.gov.au

Access Canberra

Customer Coordination Division

Event Approval Team

Events Coordination Team Leader

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 35590)

Gazetted: 10 December 2015

Closing Date: 17 December 2015

Details: The Chief Minister, Treasury and Economic Development Directorate is seeking a highly motivated and appropriately skilled person to undertake the role of the Events Coordination Team Leader. The successful applicant will demonstrate skills in providing coordinated operational support and approval requirements; supervise, train and develop business unit staff; maintain strong working relationships with event organisers, all parts of Access Canberra, the ACT Government and the Commonwealth Government to ensure streamlined approval processes for event organisers; provide high level support to the Events Approval Team Senior Manager in the day to day operations of the business unit; develop and maintain event approval guidelines and review and manage event approvals against the events guidelines; develop and maintain strong client service protocols and processes, monitor client service programs and outcomes within the Events Approval Team; prepare ministerial correspondence, briefings and media arrangements as required; analyse and interpret legislation and provide advice as required; provide input into community engagement activities and undertake other duties as directed.

Eligibility/Other Requirements: Highly desirable to have demonstrated understanding of current regulatory requirements for events approval or ability to quickly comprehend.

Contact Officer: Nardia Cassidy (02) 6207 7889 nardia.cassidy@act.gov.au

Shared Services

Partnership Services Group

Business Application Management

Business Applications Support Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 03021)

Gazetted: 10 December 2015

Closing Date: 17 December 2015

Details: The Chief Minister, Treasury and Economic Development Directorate (CMTEDD) Business Application support team is seeking a suitably experienced person for the temporary role of Business Applications Support Officer to support government critical applications in an Information Technology Infrastructure Library (ITIL) based environment. The successful applicant will be part of a small team providing administrative and technical support for government critical business applications within the CMTEDD portfolio.

Note: This is a temporary vacancy for up to 12 months with the possibility of an extension and/or permanency. Selection may be based on application and referee reports only. Please provide two written referee reports with your application.

Contact Officer: Scott Barrett (02) 6205 9965 scott.barrett@act.gov.au

Shared Services

Business Application Management

TAMS ICT

ICT Officer

Information Technology Officer Class 2 \$76,337 - \$87,366, Canberra (PN: 16746)

Gazetted: 16 December 2015

Closing Date: 30 December 2015

Details: The incumbent of this role will expand and support the use of SharePoint within the Territory and Municipal Services (TAMS) Directorate. The officer will design and build small scale SharePoint solutions internally and through engaging others. Direct experience with SharePoint is necessary, as is exposure to undertaking business requirements analysis.

Note: This is a temporary position available 11 January 2016 to 30 June 2017.

Contact Officer: Garry MacGregor 0418 205 547 garry.macgregor@act.gov.au

Access Canberra

Customer Coordination

Applications and Approvals

Senior Customer Service Supervisor

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 15311, several)

Gazetted: 16 December 2015

Closing Date: 23 December 2015

Details: The successful applicant/s will be required to assist in the management of the day to day operations of the Access Canberra Environment, Planning and Land or Building Services Shopfronts, including a small call centre, ensuring excellent customer service is provided to both internal and external customers. They will take responsibility for dealing with a range of more complex applications associated with the Development Application and Building Approval processes and Construction Occupations Licensing matters. Other duties include preparing statistical reports, briefs, submissions, advice and comments as required and conducting random audits of documents within the electronic filing system and other databases to ensure processes have been followed and data entered correctly to ensure records are maintained in accordance with the *Territory Records Act 2002*. The successful applicant/s will play a key role in providing advice on ways to improve or initiate better processes and procedures, in the maintenance of procedure manuals and work instructions as well as assisting with the integration of new technologies and increasing the number of online service delivery options into the workplace.

Applicants must have highly developed oral and written communication skills, including excellent spoken and written English. This position does involve direct supervision of personnel.

Eligibility/Other Requirements: Successful applicants must be prepared to wear a uniform if supplied; work to a roster that may involve commencing work at 8.00am and/or finishing at 5.00pm; and work in either the Dickson or Mitchell office as required.

Note: This is a temporary position available for a period of up to 12 months with the possibility of extension and/or permanency.

Contact Officer: Linda Southwell (02) 6205 0060 linda.southwell@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.

Access Canberra

Customer Coordination

Applications and Approvals

Customer Service Officer – Team Leader

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 12567, several)

Gazetted: 17 December 2015

Closing Date: 24 December 2015

Details: Successful applicant/s will be required to assist with the supervision of staff responsible for providing high quality customer service to both internal and external customers. They will oversee and take responsibility for dealing with a range of more complex applications and processes associated with Development Applications, Building Approvals, and Construction Occupations Licensing matters. Where required they will also provide a liaison and co-ordination point for any of the following: The processes associated with appeals to the ACT Civil and Administrative Tribunal and the provision of documents in relation to subpoenas' and FOI requests; The implementation of new computer based systems (including the provision of training to internal and external customers) and the management of customer accounts. Applicants must have demonstrated experience in process and procedural improvement, and the maintenance of procedure manuals and related information guides. They must also have very good IT skills and have the ability to implement eService initiatives as well as the ability to prepare statistical reports, briefs, submissions, advice and comments as required. Applicants must have highly developed telephone and written communication skills, including excellent spoken and written English. This position does involve direct supervision of personnel.

Eligibility/Other Requirements: Wear a uniform if supplied; Work to a roster that may involve commencing work at 8.00am and/or finishing at 5.00pm and work in either the Dickson or Mitchell office as required.

Note: This is a temporary position available for a period of up to 12 months with the possibility of extension and/or permanency.

Contact Officer: Fred Arugay (02) 6207 1797 fred.arugay@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.

Access Canberra

Community, Business and Transport Regulation

Rental Bonds

Client Service Officer

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 42549)

Gazetted: 14 December 2015

Closing Date: 21 December 2015

Details: Under the general direction of the Manager provide high level client service, either at the counter, over the phone, or in writing. Perform administrative functions and support relating to complex transactions in accordance with relevant legislation, statutory responsibilities and delegations. Undertake responsibilities as the Client Service Officer of a business unit including the supervision, training and development of business unit staff. Maintain accurate records across a variety of databases and registers in accordance with the *Territory Records Act 2002*. Liaise with representatives of government, industry and members of the public in various contexts while fostering effective relationships with key stakeholders and representing the organisation in a professional manner.

Contribute to workplace diversity and participative work practices, and promote Work Health and Safety principles.

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

Contact Officer: Amanda Anastasi (02) 6207 1180 amanda.anastasi@act.gov.au

Access Canberra

Customer Coordination

Applications and Approvals

Customer Service Officer - Supervisor

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 15366, several)

Gazetted: 16 December 2015

Closing Date: 23 December 2015

Details: The successful applicant/s will be required to support the team leaders in coordinating and directing the work of staff responsible for providing innovative, high quality customer services through the Access Canberra Environment Planning and Land and Building Services Shopfronts. Duties will include working on a public counter, answering telephone calls, dealing with more complex customer enquiries, handling public money, balancing end of day monies and preparing revenue reports and monthly accounts. Applicants will also be required to perform any of the following duties as required; lodging development applications or building registrations, issuing Certificates of Occupancy or Use, coordinating appeals to ACT Civil and Administrative Tribunal, managing the sales data process, preparing lease and building conveyancing reports and coordinating inspection bookings for the various construction occupations. Applicants must have well developed telephone and written communication skills, including excellent spoken and written English. This position does involve direct supervision of personnel.

Eligibility/Other Requirements: Wear a uniform if supplied; work to a roster that may involve commencing work at 8.00am and/or finishing at 5.00pm; and work in either the Dickson or Mitchell office as required.

Note: These are temporary positions available for up to 12 months with the possibility of extension and/or permanency.

Contact Officer: Luke Feain (02) 6205 9637 luke.feain@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.

Revenue Management

Taxation Legislation, Reviews and Litigation

Manager

Senior Officer Grade A \$131,412, Canberra (PN: 42004)

Gazetted: 10 December 2015

Closing Date: 17 December 2015

Details: Lead and direct the operations of the Legislation, Reviews and Litigation section in the ACT Revenue Office. The successful candidate will have a strong background in policy and legislative development and an understanding of ACT tax laws. Candidate must have excellent liaison and communication skills.

Eligibility/Other Requirements: Tertiary qualifications are essential.

Contact Officer: Kim Salisbury (02) 6207 0010 kim.salisbury@act.gov.au

Shared Services

Partnership Services Group

Health ICT Business Systems

Operations Manager

Senior Officer Grade A \$131,412, Canberra (PN: 00783)

Gazetted: 16 December 2015

Closing Date: 18 January 2016

Details: An opportunity exists to join the senior management team of Health ICT. The position will be responsible for managing the provision of application and general ICT support services on behalf of Shared Services ICT (SS-ICT), ICT Health to the Health Directorate. Application support services include but are not limited to the provision of first/second level service desk support as well as provision of training services on a number of core business applications such as the Patient Administration System. The position will be required to work with relevant process

owners and delivery teams within SS-ICT and with multiple business areas within the Health Directorate, while managing escalations and overseeing the provision of incident, problem, desktop, VoIP services and business system application lifecycle management for a number of Health business applications. The successful candidate will be expected to display high level customer service skills and will be expected to support and initiate a number of customer focused improvement initiatives whilst providing services through a team of 25 to our Health Directorate partner.

Eligibility/Other Requirements: Education and professional qualifications checks may be undertaken prior to employment. Relevant tertiary qualifications in ICT, Management or Healthcare would be highly advantageous. Knowledge of the Information Technology Infrastructure Library (ITIL) and Project Management methodologies would be advantageous but is not essential. Knowledge of/or experience working in a Health environment would be highly advantageous.

Note: Selection may be based on application and referee reports only.

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

Access Canberra

Construction, Environment and Workplace Protection

Senior Manager, Enforcement

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 05752)

Gazetted: 14 December 2015

Closing Date: 21 December 2015

Details: Under the broad direction of the Deputy Director: Lead the operations of a team responsible for compliance, enforcement, licensing and/or industry education activities of the Division; Provide high level technical advice and leadership in relation to compliance, enforcement, licensing and/or industry education with the range of legislation regulated by the Division through ministerial briefings, guidance notes, face to face meetings and written correspondence; Create and foster an environment of working together across the various disciplines within Access Canberra; Review, develop and implement processes and procedures to achieve the best outcomes across a range of regulatory responsibilities including change management; Establish and maintain effective working relationships with internal and external stakeholders, including key industry, business and union organisations; Liaise with other areas of Access Canberra and the ACT Government on regulatory matters relevant to the Construction, Environment and Workplace Protection Division's areas of responsibility; Represent the Construction, Environment and Workplace Protection Division, Access Canberra and the Directorate at a range of forums both locally and interstate; Contribute to the strategic direction and planning for the whole of the Construction, Environment and Workplace Protection Division; Maintain records in accordance with the *Territory Records Act 2002* other duties as directed. This position involves the direct supervision of staff.

Eligibility/Other Requirements: Qualifications relevant to the work of the Construction, Environment and Workplace Protection Division are highly desirable.

Contact Officer: Tracey Lianos (02) 6205 4272 tracey.lianos@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Front of House

Front of House Manager

Administrative Services Officer Class 6 \$76,377 - \$87,366, Canberra (PN: 029)

Gazetted: 16 December 2015

Closing Date: 23 December 2015

Details: We are looking for an experienced entrepreneurial self starter who is passionate about customer service and sales in a performing arts environment. You will have an in depth understanding and knowledge of the food and beverage industry, inventory control management, and venue booking systems and be able to use your connections to generate new business for the Canberra Theatre Centre. To be successful in this role you will be proactive and resourceful, and be able to supervise, manage and mentor a large pool of casual employees and delegate tasks as appropriate. You will need to be available to work evening and weekend hours and be on call if necessary. This role has a demanding nature and as such you will need to be a skilled multi-tasker and expert in managing people in a changing environment.

Eligibility/Other Requirements: Minimum 15 years experience at management level in a Performing Arts Venue.

Note: Applicants must provide a written statement addressing the selection criteria. Interviews may not be conducted for this position, recruitment may be based on applications and referee reports only.

Contact Officer: Mike Domigan (02) 6243 5754 mike.domigan@act.gov.au

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

Canberra Theatre Centre

Administration

Finance and Data Co-ordinator

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 3562)

Gazetted: 16 December 2015

Closing Date: 23 December 2015

Details: The Canberra Theatre Centre (CTC) is seeking a highly motivated and appropriately skilled person to undertake the role of Finance and Data Co-ordinator. The successful applicant must be able to provide support to the CTC Finance Manager and liaise with all departments within CTC. This position requires excellent communication skills and the ability to maintain strong working relationships with internal and external stakeholders.

Note: Applicants must provide a written statement addressing the selection criteria. Interviews may not be conducted for this position, recruitment may be based on applications and referee reports only.

Contact Officer: Mike Domigan (02) 6243 5754 mike.domigan@act.gov.au

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

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

Deputy Director-General

Office for Schools

Office for Schools Support

Executive Support Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 00228)

Gazetted: 11 December 2015

Closing Date: 18 December 2015

Details: The Office for Schools are seeking applications from highly suitable Executive Support Officer's. The successful applicant will: Undertake research and prepare briefs, correspondence, presentations and other documents relating to the work of the Education and Training Directorate; Liaise with internal and external stakeholders on a range of issues, some of which may be complex, sensitive and challenging; Assist with professional specialist and/or technical advice and direction to stakeholders to ensure cross-directorate collaboration and consistency; Develop, implement and maintain processes that contribute to achieving organisation and operational goals, including monitoring quality and timeliness of documents; Work closely with the Executive Officers to maintain a high performing Office for Schools support team, managing the work flow of the School Network Leaders and contribute to the work of the Office for Schools team to ensure section responsibilities are met and maintain high levels of confidentiality in handling queries and papers and deal sensitively with issues as they arise.

Eligibility/Other Requirements: Desirable: Knowledge of Government functions and knowledge of TRIM.

Note: Selection may be based on application and referee reports only.

Contact Officer: Stephen Gwilliam (02) 6205 7194 stephen.gwilliam@act.gov.au

Office for Schools

Tuggeranong Network

Lake Tuggeranong College

Finance Officer

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 03029)

Gazetted: 10 December 2015

Closing Date: 17 December 2015

Details: Lake Tuggeranong College is seeking a highly motivated Finance Officer. The successful applicant will maintain the college's financial systems using the MAZE package, providing financial advice where required. The successful applicant will also assist in the preparation of budgets, prepare estimates, financial returns and conduct regular expenditure reviews against approved allocations and prepare statements/returns to show trends. The successful applicant will have a supervisory role of the front office staff and will possess excellent communication and customer service skills and have the ability to work within a busy work environment that has competing demands.

Eligibility/Other Requirements: Highly desirable: Competent in the use of the MAZE package, or equivalent package or relationship databases, particularly as it relates to finance. Qualification in Business Administration or equivalent. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - http://www.ors.act.gov.au/community/working_with_vulnerable_people_wvwv.

Note: Selection may be based on application and referee reports only.

Contact Officer: Margaret Price (02) 6142 3665 margaret.price@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>

Canberra Hospital and Health Services

Critical Care

Medical Imaging

Academic Lead Medical Imaging

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

Gazetted: 17 December 2015

Closing Date: 24 December 2015

The ANU Medical School is the only medical school in the ACT which enjoy partnerships with The Canberra Hospital and Health Services. An exciting opportunity exists for a joint appointment with the ANU Medical School and ACT Health for an Associate Professor/Professor in Medical Imaging playing a critical role in the building of a research program and the teaching and supervision within a clinical practice setting of the Medical School's MChD (Doctor of Medicine and Surgery) program. The successful applicant will be expected to have a medical degree, specialist qualifications and a doctoral degree or working toward a doctoral degree in a relevant discipline in addition to being a permanent staff specialist at The Canberra Hospital and Health Services. The successful applicant will be jointly accountable to the Dean, ANU Medical School and ACT Health. This role will allow the successful applicant to enhance their leadership qualities, grow their research productivity and contribute to a teaching program. Please note that there is no remuneration attached to this position and remuneration and conditions for this position will be commensurate in line with the ACT Medical Practitioner/s Enterprise Agreement. The appointee will be expected to undertake clinical practice within the regulatory and policy frameworks of the ANU and the Australian Capital Territory with the agreement of the Dean. The University actively encourages applications from Aboriginal and Torres Strait Islander people.

For more information on employment opportunities, contact our Indigenous Employment Consultant on indigenous.employment@anu.edu.au

ANU values diversity and inclusion and believes employment opportunities must not be limited by socio-economic background, race, religion or gender.

For more information about staff equity at ANU, visit <http://hr.anu.edu.au/staff-equity>

Contact Officer: Professor Imogen Mitchell (02) 6244 3617 imogen.mitchell@anu.edu.au

Applications can be forwarded to: For further information and details on how to apply, please visit:

<http://jobs.anu.edu.au/cw/en/job/496065/associate-professor-professor-in-medical-imaging>

Please DO NOT APPLY for this position via the Health Wesbite.

Canberra Hospital and Health Services

Women, Youth and Children

Community Health Programs

Program Support Nurse

Registered Nurse Level 3.1 \$96,756 - \$100,737, Canberra (PN: 19306)

Gazetted: 17 December 2015

Closing Date: 15 January 2016

Details: Are you a nurse with experience in research and project management? The Division of Women, Youth and Children, Community Health Programs (WYC-CHP) is looking for a Program Support Nurse with a sound understanding of primary health care who has expertise in research skills, project management and writing for the public service. We are seeking a Nurse with high level skill to improve the alignment between policy and practice in nursing and wider program initiatives. It would also be advantageous to have experience in child and family health nursing. The nurse in this position will work as part of a multi-disciplinary team.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). A tertiary qualification in child and family health, primary health care, or policy development is desirable. Current driver's licence.

Notes: This is a part-time position available three days per week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the selection criteria 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.

ACT Government employees enjoy excellent employment conditions, more information is available at

<http://health.act.gov.au/employment/enterprise-agreements/>

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

About our great city, Canberra, Australia's National Capital:

Canberra is a city with outstanding amenities and excellent housing, educational and leisure opportunities. It is home to national icons and monuments as well as natural treasures. The coast and ski fields are nearby; Sydney is only 3 hours away by road.

For more information on our great city and your future, visit: <http://www.canberrayourfuture.com.au/>

Contact Officer: Helen Govey (02) 6205 2141 helen.govey@act.gov.au

Canberra Hospital and Health Services

Medicine

ACT Diabetes Service

Diabetes Clinical Nurse Consultant

Registered Nurse Level 3.1 \$96,756 - \$100,737, Canberra (PN: 31654)

Gazetted: 17 December 2015

Closing Date: 14 January 2016

Details: An exciting opportunity exists to fill a permanent vacancy within the ACT Health Diabetes Service.

Applications are sought for a Diabetes Clinical Nurse Consultant with appropriate experience and knowledge to lead the Diabetes Nursing Team working within the Diabetes Ambulatory Service. This is an ideal opportunity to work within our multidisciplinary team within a tertiary hospital and primary care setting. The position is full-time, Monday to Friday, 08:30 – 17:00.

Eligibility/Other Requirements: Registered with the Australian Health Practitioner Regulation Agency (AHPRA) as a Registered Nurse. Holds or is working towards a post-graduate certificate in Diabetes Education and is an Australian Diabetes Educators Association (ADEA) credentialed Diabetes Educator.

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

This position may be required to participate in overtime, on call, and/or rotation roster potentially at multiple sites operated by the ACT Health Directorate.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application as well as your CV and contact phone numbers of two referees (including one recent supervisor).

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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Contact Officer: Vicki Mahood or Libby Bancroft (02) 6244 3794 or (02) 6244 3794

Strategy and Corporate

People Strategy and Services

Staff Development

Advanced and Basic Life Support Educator

Registered Nurse Level 3.1 \$96,756 - \$100,737, Canberra (PN: 26546)

Gazetted: 17 December 2015

Closing Date: 15 January 2016

Details: ACT Health Staff Development Unit is looking for an experienced Critical Care Registered Nurse Educator to provide the coordination and delivery of evidence based training and assessment programs in Basic Life Support and Advanced Life Support (ALS) programs. The successful candidate will be flexible, adaptable and comfortable with a changing working environment. The job requires that you have effective communication skills and sound judgement with the ability to mentor and guide diverse teams. This position requires you to work in a dynamic team environment and to lead by ensuring improvement in appropriate support and learning and development options. This is a permanent position with opportunities for further education and training.

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Extensive clinical experience in critical care areas. Sound understanding of education and adult learning. Desirable: Commitment and accountability to own learning, development and practice, with post graduate qualifications, in clinical or education or extensive relevant experience. Holds or is working towards a Masters' degree is highly desirable. Holds or is working towards Certificate IV Training and Assessment.

Notes: Prior to commencement the successful candidate will be required to undergo a pre-employment Police check. 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. It is recommended that you speak with the contact officer about your application and the position/s.

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Contact Officer: Elizabeth Renton (02) 6244 3429 elizabeth.renton@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical Units

Dietitian

Health Professional Level 4 \$96,073 - \$103,416, Canberra (PN: 22078)

Gazetted: 17 December 2015

Closing Date: 3 January 2016

Details: An exciting opportunity exists at ACT Diabetes Service for a Senior Dietitian. Expressions of interest are sought for a Dietitian with appropriate experience and knowledge to lead the Dietitian Diabetes team working in outpatient clinics and with inpatients at the Canberra Hospital, for a period of six months. This is an ideal opportunity to work within our multidisciplinary team within a tertiary hospital.

Eligibility/Other Requirements: Degree or Postgraduate, qualifications in Nutrition and Dietetics or equivalent. Eligible for membership of the Dietitians Association of Australia and eligible for Accredited Practising Dietitian (APD) status. A minimum of two years post-graduate experience. Must hold and maintain a current driver's licence. This position(s) may be required to participate in overtime, on call, and/or rotation roster.

Notes: This is a temporary position available from 14 January 2016 to 13 July 2016. The position is full-time, Monday to Friday, 8:30 – 16:51, however both full-time and part-time applicants will be considered. To complete your application you must prepare responses to the selection criteria and upload this as part of your application as well as your Curriculum Vitae and contact phone numbers of two referees (including one recent supervisor). 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: Alison Lancaster (02) 22078 alison.lancaster@act.gov.au

Canberra Hospital and Health Services

Critical Care

Demand Management

Registered Nurse – Acute Surgical Unit

Registered Nurse Level 2 \$84,393 - \$89,447, Canberra (PN: 19486)

Gazetted: 17 December 2015

Closing Date: 4 January 2016

Details: An opportunity is available for suitably qualified Registered Nurses to apply for a permanent position within the Acute Surgical Unit at Canberra Hospital. Successful applicants will be required to work a 24 hour rotating roster.

Eligibility/Other Requirements: Registered or eligible for registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).

Notes: A maximum two page expression of interest addressing the Selection Criteria, a current Curriculum Vitae, the names of two professional referees. To complete your application you must prepare responses to the selection criteria and upload this as part of your application. 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*.

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Contact Officer: Sarah Majeed (02) 6244 5734 sarah.majeed@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Community Health Programs

Maternal and Child Health Nurse

Registered Nurse Level 2 \$84,393 - \$89,447, Canberra (PN: 26532)

Gazetted: 17 December 2015

Closing Date: 14 January 2016

We are looking for experienced Maternal Child and Family Health Nurses to join our professional nursing team. Come and join us to work in partnership with families and children, from birth to five years, in the Canberra Community.

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: Christine Burrows (02) 6205 2751 christine.burrows@act.gov.au

Canberra Hospital and Health Services

Surgery and Oral Health

Dental Health Program

Dental Therapist

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 26612)

Gazetted: 17 December 2015

Closing Date: 15 January 2016

Details: ACT Health is seeking a qualified Dental Therapist/Oral Health Therapist to provide high quality dental services to eligible clients.

Eligibility/Other Requirements: Eligible for registration as a Dental Therapist in the ACT with the ACT Dental Board.

Notes: This is a temporary position available for 12 months with the possibility of extension and/or permanency. 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: Donna Butcher (02) 6205 9820 donna.butcher@act.gov.au

Canberra Hospital and Health Services

Pathology

Biochemistry

Senior Scientist

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 27045)

Gazetted: 17 December 2015

Closing Date: 4 February 2016

Details: ACT Pathology is a department of Canberra Hospital and Health Services offering a diagnostic pathology service to the ACT and surrounding region. The laboratory operates 24 hours, seven days a week, offering a wide range of testing procedures over two campuses. The main laboratory is located at the Canberra Hospital and the branch laboratory is located at the Calvary Hospital.

Under the direction of the Director of Clinical Chemistry and the Chief Scientist of Clinical Chemistry the successful applicant will be responsible for the day to day management of the diagnostic Clinical Chemistry department (general chemistry, endocrinology, PoCT and HPLC).

The successful applicant will liaise with the leadership team (Clinical Directors, Principal Scientist and Chief Scientists) to provide leadership, strategic planning and optimal operational management.

The successful applicant will be required to participate in the out of hours rosters and must be committed to personal development.

In addition to the advertised salary under Section Q16.1 of the current Enterprise Agreement, Health Professionals working in ACT Pathology, who are employed at or above the fifth pay point of the Health Professional Level 2 classification through to and including the second pay point on the Health Professional Level 4 classification will be eligible to be paid a Pathology Allowance.

Eligibility/Other Requirements: A degree or equivalent relevant qualification.

There is a requirement to participate in the out of hours rosters. Expertise in general chemistry or endocrinology is required. Experience point of care and/or HPLC would be advantageous.

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 to be considered for this position.

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Contact Officer: Simon Newton or Carmen Oakman (02) 6244 4843

Canberra Hospital and Health Services

Critical Care

Medical Imaging

Radiographer - Night Duty

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 31321, several)

Gazetted: 17 December 2015

Closing Date: 31 December 2015

Details: Medical Imaging at the Canberra Hospital and Health Service is situated in a modern and well equipped department offering a range of services and advanced technologies. These permanent night positions will support the delivery of diagnostic radiography and CT examinations on a four nights on and four nights off rotating roster in a dynamic tertiary teaching hospital environment.

Eligibility/Other Requirements: Degree or diploma in the appropriate allied health profession. Registered or eligible for registration with the Australian Health Practitioner Regulation Agency.

Notes: This position is a night duty position and may incur the occasional overtime. 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: Ashley Hoolihan (02) 6244 4362 ashley.hoolihan@act.gov.au

Canberra Hospital and Health Services

Rehabilitation, Aged Care and Community Care

Rehabilitation Allied Health

Physiotherapist – Rehabilitation at Home

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 36099)

Gazetted: 17 December 2015

Closing Date: 7 January 2016

Details: An exciting opportunity exists for a suitably qualified Health Professional Level 3 Physiotherapist to join a newly developing Rehabilitation at Home (RaH) team within the Canberra Hospital and Health Service. RaH is one of many services within the Rehabilitation, Aged and Community Care Division. RaH is a specialised multidisciplinary Allied Health team incorporating Allied Health Professionals and Allied Health Assistants. The service will provide time limited, goal-orientated rehabilitation services to clients over the age of 18 residing in the ACT community. It will provide sub-acute rehabilitation in the patient's home and community environments to prevent admission to hospital or facilitate early discharge from inpatient units at The Canberra Hospital. RaH is in the early stages of service implementation and an initial role of the position will be to work with the Team Leader and the Senior Occupational Therapist to further develop clinical and operational components of the service. The

RaH service will be supported and managed by the Team Leader. Professional support and supervision will be provided by a close association with the Rehabilitation and Aged Care Physiotherapy team. This is a large team of highly motivated Physiotherapists providing evidence based care to patients with neurological disorders and an elderly population across a number of inpatient and community based services and future opportunities may exist to work as part of these other services to ensure maintenance and development of a broad knowledge and skill mix.

Eligibility/Other Requirements: A Degree or Diploma in Physiotherapy or recognised equivalent qualification. Registration with the Australian Health Practitioner Regulation Agency (AHPRA). Current driver's licence.

Note: This is a permanent full-time position, with hours likely to include provision of service on a weekend roster into the future. This position may also participate in an over-time, on call, and/or rotation roster. This recruitment process may be used to fill any permanent, temporary or casual Health Professional Level 3 Physiotherapy positions that become available within the next 12 months within either the Rehabilitation at Home or Rehabilitation and Aged Care Physiotherapy service.

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: Michelle Bennett 0403 127 056 michelle.bennett@act.gov.au

**Canberra Hospital and Health Services
Rehabilitation, Aged and Community Care
RACC Nursing**

Aged Care Assessment Team (ACAT) Assessor

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 21251)

Gazetted: 17 December 2015

Closing Date: 7 January 2016

Details: Applications are sought from suitably qualified Allied Health Staff to join the Aged Care Assessment Team (ACAT). The ACAT is responsible for providing assessment services to the aged population across the ACT Region to facilitate access to care and support services. Suitable applicants will be considered for full-time or part-time employment.

Eligibility/Other Requirements: Tertiary qualification or equivalent in Social Work, Physiotherapy, or Occupational Therapy with current AHPRA registration where applicable, and/or eligibility for membership of the appropriate professional organisation. Holds a current driver's licence. Preferable - post graduate qualifications or progression towards formal qualifications in Gerontology.

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: Athalene Rosborough (02) 6205 1194

Canberra Hospital and Health Services

Pathology

Immunoassay

Senior Scientist

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 26301)

Gazetted: 17 December 2015

Closing Date: 4 February 2016

Details: ACT Pathology is a department of Canberra Hospital and Health Services offering a diagnostic pathology service to the ACT and surrounding region. The laboratory operates 24 hours, seven days a week, offering a wide range of testing procedures over two campuses. The main laboratory is located at the Canberra Hospital and the branch laboratory is located at the Calvary Hospital. Under the direction of the Director of Immunology and the Chief Scientist of Immunoassay the successful applicant will be responsible for the day to day management of the Special Protein or Immunology subsection of Immunoassay. The successful applicant will liaise with the leadership team (Clinical Directors, Principal Scientist and Chief Scientists) to provide leadership, strategic planning and optimal operational management. The successful applicant will be required to participate in the out of hours rosters and must be committed to personal development. In addition to the advertised salary, under Section Q16.1 of the current Enterprise Agreement, Health Professionals working in ACT Pathology, who are employed at or above the fifth pay point of the Health Professional Level 2 classification through to and including the second pay point on the Health Professional Level 4 classification will be eligible to be paid a Pathology Allowance.

Eligibility/Other Requirements: A degree or equivalent relevant qualification. There is a requirement to participate in the out of hours rosters. Experience in Special Proteins would be advantageous.

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: Candice Li (02) 6244 2846 candice.li@act.gov.au

Canberra Hospital and Health Services

Medicine

Acute Support Service

Physiotherapist Paediatrics

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 24848)

Gazetted: 17 December 2015

Closing Date: 23 December 2015

Details: Acute Support Physiotherapy is seeking a suitably qualified applicant to fill a temporary 12 month HP3 position in Paediatrics. The successful applicant will work as part of physiotherapy paediatric and multidisciplinary teams based at Canberra Hospital.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). This position may be required to participate in an overtime, on call, and/or rotation roster.

Notes: This is a temporary position available for 12 months. 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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Contact Officer: Kerry Boyd (02) 6244 2670 kerry.boyd@act.gov.au

Population Health

Health Improvement

Health Promotion Grants Program

Grants Project Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 24371)

Gazetted: 17 December 2015

Closing Date: 24 December 2015

Details: The ACT Health Promotion Grants Program is seeking a motivated person to help manage the program. The Grants Program provides around \$2.2m in annual grants funding to community organisations, so that they can deliver health promotion programs and projects. The successful applicant needs to have enthusiasm and excellent stakeholder engagement skills, as well as knowledge of health promotion principles and practices. Previous experience in grants administration would be an advantage.

Eligibility/Other Requirements: A tertiary qualification or equivalent experience in a field relevant to health promotion or community development is desirable.

Notes: This is a temporary full-time position for 12 months with the possibility of extension and/or permanency. 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: Rosemary Urquhart (02) 6205 5241 rosemary.urquhart@act.gov.au

Director General Reports

Financial Management

Revenue and Financial Support

Private Practice Secretariat Support

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 01962)

Gazetted: 17 December 2015

Closing Date: 11 January 2016

Details: As a member of a small team and under general direction, the successful applicant will be required to provide a high level of administrative support to the Revenue and Financial Support team including, but not limited to, providing administration support to the allocation funding of travel for work related and professional development purposes. The successful applicant will also be required to provide support to a number of small committees' and a group of ACT Health staff. Duties include preparation of agendas, minutes and letters, responding to email and telephone queries, processing of reimbursements, data entry and data integrity and working with Excel documents. A high level of attention to detail is required and other important skills should include excellent oral and written communication skills, a high level of experience in Microsoft Office skills particularly in Excel and Word.

Eligibility/Other Requirements: An understanding and previous experience in financial processing is highly desirable.

Notes: This is a temporary position available for six months. 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: India Marchesi (02) 6244 3537 india.marchesi@act.gov.au

Canberra Hospital and Health Services

Surgery, Oral Health and Imaging

Operating Room

Registered Nurse, Instrument/Circulating

Registered Nurse Level 1 \$60,772 - \$81,180, Canberra (PN: 29082)

Gazetted: 17 December 2015

Closing Date: 7 January 2016

Details: The PeriOperative services at the Canberra Hospital are seeking a dynamic Registered Nurse (RN) to join our team in the role of an Instrument/Circulating RN. Our PeriOperative Unit consists of a DOSA admissions unit, 13 operating theatres covering a wide range of surgical specialties, Post Anaesthetic Care Unit and an Extended Day Surgery Unit.

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

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

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Contact Officer: Margaret Lepper (02) 6244 2765 margaret.lepper@act.gov.au

Canberra Hospital and Health Services

Women Youth and Children

Community Health Programs

Professional Development Pathway Nurse, Maternal and Child Health

Registered Nurse Level 1 \$60,772 - \$81,180, Canberra (PN: 16728, several)

Gazetted: 17 December 2015

Closing Date: 14 January 2016

Details: The Women Youth Children, Community Health Program is offering a Professional Development opportunity for suitably qualified and experienced nurses who aspire to work as Maternal and Child Health Nurses. These temporary positions support and transition staff to work autonomously within Maternal and Child Health.

Eligibility/Other Requirements: Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Holds or nearing completion of postgraduate qualifications in Maternal, Child or Family Health. Qualifications and recent experience in midwifery/paediatrics or a related primary health setting are highly desirable. A current driver's licence.

Notes: These are temporary positions available for a period of six months. Full and part-time positions are negotiable, however commitment to work full-time for the initial training period is required. 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.

ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>

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

About our great city, Canberra, Australia's National Capital:

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Contact Officer: Christine Burrows (02) 6205 2751 christine.burrows@act.gov.au

Canberra Hospital and Health Services

Medicine

Coronary Care Unit

Registered Nurse

Registered Nurse Level 1 \$60,772 - \$81,180, Canberra (PN: 25481, several)

Gazetted: 17 December 2015

Closing Date: 31 December 2015

Details: An exciting opportunity exists for a Registered Nurses in the Coronary Care Unit at The Canberra Hospital. We are seeking applications from suitably qualified/skilled Registered Nurses to work in our busy, dynamic unit on a rotating roster.

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

Notes: The successful applicants 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, a current Curriculum Vitae and the names of two professional referees and upload this as part of your application.

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Contact Officer: Cathy Clift (02) 6244 2265 catherine.clift@act.gov.au

Canberra Hospital and Health Services

Cancer, Ambulatory and Community Health Support

Cancer Allied Health

Social Worker

Health Professional Level 2 \$59,085 - \$81,111, Canberra (PN: 26541)

Gazetted: 17 December 2015

Closing Date: 24 December 2015

Details: Are you looking to broaden your Social Work experience? The Cancer Psychosocial Service currently has a temporary position within our Oncology hospital based services. This service provides psychosocial care for individuals and groups to people with a diagnosis of cancer pre-treatment and during treatment, their spouses, family members and meaningful others. Social Workers in the service work within the Multidisciplinary Team environment to provide contemporary evidence based service guided by the principles of best practice in both Survivorship and Palliative Care service provision. Social Workers provide counselling, practical support and interventions to address the needs of those accessing the range of Oncology services at the Canberra Hospital. Applications are invited from Social Workers who have had hospital experience, and preferably Oncology experience for this full time position.

Eligibility/ Other Requirements: Appropriate Qualifications in Social Work with eligibility for membership to the AASW, and hold a current driver's license. The successful applicant is required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Note: This is a temporary position available for a period of 12 months with the possibility of extension. The position may be required to participate in overtime, on call and/or rotation roster. 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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Contact Officer: Toni Ashmore (02) 6174 8540 toni.ashmore@act.gov.au

Canberra Hospital and Health Services

Medicine

Acute Support Service

Social Worker

Health Professional Level 2 \$59,085 - \$81,111, Canberra (PN: 28712, several)

Gazetted: 17 December 2015

Closing Date: 4 January 2016

Details: The Canberra Hospital and Health Services are looking for highly motivated and proactive Social Worker's interested in working in a fast paced and challenging acute hospital setting. Social Worker's work in multidisciplinary and Social Work teams to provide service to adult, maternity and paediatric inpatient and outpatient clinical areas. You will be encouraged to participate in quality improvement activities; training, supervision, professional development activities, post graduate education programs and rotate areas of clinical responsibility. Support is available from a large group of Social Worker's working in the acute setting.

Eligibility/Other Requirements: A degree in Social Work with eligibility for membership of the Australian Association of Social Workers is essential. Previous hospital experience is desirable but not essential. Driver's licence required.

Notes: There is one permanent full-time position available. This selection process will be used to fill a part-time (0.63FTE) permanent or temporary position and other temporary positions that may arise in the coming months. Selection may be based on applications and referee reports only or include interview at the discretion of the interview panel.

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. It is recommended that you speak with the contact officer about your application and the position/s.

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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Contact Officer: Madeline Clark (02) 6244 2155 madeline.clark@act.gov.au

Canberra Hospital and Health Services

Executive Director of Medical Services

Clinical School Research Office

Animal Facility Services Technician

Health Service Officer Level 6 \$52,809 - \$55,079, Canberra (PN: 05465)

Gazetted: 17 December 2015

Closing Date: 3 January 2016

Details: An exciting opportunity exists to join a small team within the Research Office working in the Animal Facility.

Eligibility/Other Requirements: Completion of Certificate III in Animal Technology and relevant work experience or an equivalent combination of education/training and experience. A current driver's licence.

Notes: Applicants are requested to provide a brief expression of interest (maximum three pages) related to the Selection Criteria, a resume and the contact details of one current referee report. This is a temporary position available for a period of five months.

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: Hannah Clarke (02) 6244 2618 hannah.clarke@act.gov.au

Canberra Hospital and Health Services

Deputy Director General

Critical Care Administration

Director

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 17546)

Gazetted: 17 December 2015

Closing Date: 21 January 2016

Details: The Division of Critical Care at Canberra Hospital and Health Services is seeking a health professional with significant research and/ or health management/ service development experience to manage and lead the Research and Service Development Unit within the Division. The Director will co-ordinate all research activity and service development programmes conducted by the RSDU working closely with the clinical teams within the Division and reporting to the Executive Director of Critical Care. Ideally the successfully applicant will have significant experience working in the tertiary health care sector preferably in a critical care environment. Eligibility/Other Requirements: Registered or eligible to be registered with the Australian Health Practitioner Regulation Agency (AHPRA).

Note: To complete your application you must prepare responses to the selection criteria, provide a current Curriculum Vitae along with two written referee reports.

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: Mark Dykgraaf (02) 6174 5801 mark.dykgraaf@act.gov.au

Canberra Hospital and Health Services

Executive Director of Medical Services

Medical Officer Support, Credentialing, Employment and Training Unit

Senior Manager Credentialing and Scope of Clinical Practice

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 23763)

Gazetted: 17 December 2015

Closing Date: 31 December 2015

Details: This position of Senior Manager Credentialing and Scope of Clinical Practice, sits within the Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU) of Canberra Hospital and Health Services. The role leads a small team to manage the operations of the credentialing and scope of practice process and manage the provision of secretariat to the scope of clinical practice committees under the *Health Act 1993*.

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: Janelle Corey (02) 6244 2507 janelle.corey@act.gov.au

Justice and Community Safety

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

Applications can be sent via email to: jobs@act.gov.au

ACT Corrective Services

Custodial Operations

Alexander Maconochie Centre

Chef

Administrative Services Officer Class 3 \$57,417 - \$61,793, Canberra (PN: 36291)

Gazetted: 15 December 2015

Closing Date: 31 December 2015

Details: ACT Corrective Services (ACTCS) is looking for an enthusiastic, motivated and suitably qualified person to fill a vacant Chef position in the Industries/Facilities Unit at the Alexander Maconochie Centre (AMC). This position requires the successful applicant to supervise detainees employed in the AMC kitchen, to ensure food safety legislation is followed and a safe and hygienic environment is maintained at all times. Under the general direction of the Head Chef, the successful applicant will supervise the hands on production of meals for a large number of people, ensuring the quality and quantity of food products prepared meet appropriate hygiene and nutritional standards. The successful applicant will assist the Head Chef with the development and implementation of seasonal menus which meet dietary and nutritional requirements and cultural needs. The successful applicant will also ensure equipment and other capital items are well maintained and accounted for, including undertaking regular equipment stock takes and assisting with the control, order and distribution of general supplies, within budgetary constraints. The successful applicant will display sound communication skills and demonstrate a capacity to work as part of a team. The successful applicant will also display probity and ethical behaviour.

Eligibility/Other Requirements: Qualified Chef essential. Minimum five years post trade experience; Experience in large scale catering operations desirable; Experience in commercial or large scale bakery operations desirable.

Eligible applicants will be required to undertake psychological aptitude testing as part of the assessment process.

Eligible candidates will be required to undergo a criminal history check; and a current driver's licence is essential.

Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp.

Note: To apply, applicants are required to submit five items: (1) ACT Government Application Cover Sheet; (2) statement addressing the selection criteria (maximum of one A4 page per criteria); (3) a current resume; (4) a copy of your driver's licence; and (5) the names and contact details of two referees. Please ensure you submit all five items. Ideally, one of the referees should be a current supervisor.

Contact Officer: Michael Wilding (02) 6207 0856 michael.wilding@act.gov.au

ACT Government Solicitor

General Manager, ACT Government Solicitor

Executive Level 1.3 \$218,514 - \$228,851 depending on current superannuation arrangements, Canberra (PN: E836)

Gazetted: 15 December 2015

Closing Date: 15 January 2016

Details: The ACT Government Solicitor (ACTGS) provides legal services, including advice and representation to the ACT, its government agencies, ministers and office holders. The ACTGS is seeking an experienced and high performing officer to fill the position of General Manager. The General Manager is a key position within the ACTGS and plays a major role in initiating, developing and guiding initiatives to support the strategic development of the ACTGS and in organising capability to meet the current and future requirements of a growing demand for service. Reporting to the Solicitor-General for the ACT, the General Manager will lead the Executive team that deals with finance, governance, human resources and operations, and will assume responsibility for: developing strategies to ensure that operations are financially sustainable; planning for and ensuring the delivery of organisational capability (systems; people; physical resources; purchased services) that supports the ACTGS capacity to deliver Government clients; managing engagement with clients, developing strategies and opportunities for improving the utilisation of resources through focussed educational strategies; evaluating and managing financial arrangements (budget and own sources) and developing proposals for consideration consistent with risks to Government and priorities; and coordinating and management of external service providers and opportunities. The successful applicant will provide exceptional leadership and executive management skills. The position has significant contact with the Executive Leadership Team and other Directorate Executives. This requires a high degree of sensitivity and confidentiality, as well as a flexible approach to meeting tight deadlines.

Qualifications and Experience:

1. Tertiary qualifications in business or related disciplines would be well regarded.
2. Executive management skills of a high order.
3. Ability to develop and deliver strategic management objectives in accordance with government policies and priorities.
4. Experience in a similar leadership role is highly desirable.

Remuneration: The position attracts a remuneration package ranging from \$218,514 to \$228,851, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$172,285.

Contract: The successful applicant will be engaged under a performance based contract for up to five years.

Prospective applicants should be aware that individual contracts are tabled in the ACT Legislative Assembly.

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

Infrastructure Roads and Public Transport

Public Transport

Corporate Services and Customer Experience

Governance Officer Strategy

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 19992)

Gazetted: 17 December 2015

Closing Date: 24 December 2015

Details: Public Transport is seeking to employ a suitably qualified and experienced individual to fill the role of Governance Officer Strategy. The position delivers corporate governance, strategic policy development, compliance, accreditation and ministerial and directorate liaison for all units of Public Transport. The ACT Public Service is committed to building a culturally diverse workforce and inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Eligibility/Other Requirements: Experience in development of policies and procedures to support good organisational governance. Relevant tertiary qualifications.

Note: Selection may be based on application and referee reports only.

Contact Officer: Michael Lawrence (02) 6205 0467 michael.lawrence@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.

Infrastructure Roads and Public Transport

Public Transport

Corporate Services and Customer Experience

Marketing and Communications Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 21329)

Gazetted: 17 December 2015

Closing Date: 24 December 2015

Details: Assist in developing marketing and communication strategies, with a specific focus on marketing acquisition and retention campaigns. Manage a large range of marketing communications (including advertising, web, social media, collateral and passenger information) from conception to completion including briefing documentation, sourcing quotes, coordinating artwork, copywriting, gaining approvals, production, distribution and measurement. The ACT Public Service is committed to building a culturally diverse workforce and inclusive workplace. As part of this commitment we strongly encourage People from an Aboriginal or Torres Strait Islander background and/or People with Disability, to apply.

Eligibility/Other Requirements: Tertiary qualifications in Marketing, Communications, Graphic Design or related discipline would be an advantage.

Note: This is a temporary position available 4 January 2016 to 25 January 2017. Selection may be based on application and referee reports only.

Contact Officer: Sally van Aalst (02) 6207 9704 sally.vanaalst@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.

Infrastructure Roads and Public Transport

Public Transport

Corporate Services and Customer Experience

Marketing and Communications Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 21298)

Closing Date:

Weeks to Close: 1

Details: Assist in developing marketing and communication strategies, with a specific focus on marketing acquisition and retention campaigns. Manage a large range of marketing communications (including advertising, web, social media, collateral and passenger information) from conception to completion including briefing documentation, sourcing quotes, coordinating artwork, copywriting, gaining approvals, production, distribution and measurement. The ACT Public Service is committed to building a culturally diverse workforce and inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Eligibility/Other Requirements: Tertiary qualifications in marketing, communications, graphic design or related discipline would be an advantage.

Note: Please note selection may be based on application and referee reports only.

Contact Officer: Sally van Aalst (02) 6207 9704 sally.vanaalst@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.

Corporate and Business Enterprises

Governance

Communications Officer

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 11993)

Gazetted: 17 December 2015

Closing Date: 24 December 2015

Details: The Territory and Municipal Services (TAMS) Directorate plans, develops and ensures delivery of a range of government services and commercial enterprises for the people of the ACT. The Communications team supports the TAMS Director-General and provides services to the Directorate across a range of activities. The team is responsible for media and issues management, marketing campaigns, communication strategies, publication approvals, community engagement strategies, customer research and internal communication strategies. The Communications Officer works with the Senior Manager to implement the team's array of activities to ensure the Directorate's communication and engagement activities are appropriate and accurate. The position is responsible for internal communication activities, media relations, issues management, marketing campaigns, communication strategies, social media, community engagement campaigns and general communication activities. The position is responsible for liaising daily with the Minister's office, senior management within the Directorate and key stakeholder groups. The position is expected to be on close call for routine media in a roster arrangement with other members of the team.

Eligibility/Other Requirements: All applications, including application cover sheet, your written response to the selection criteria, resume and referee report must be submitted to Shared Services. Successful candidate may be selected by application and referee reports only.

Notes: The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply. 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.

Contact Officer: Geoff Virtue (02) 6205 0312 geoff.virtue@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 Territory Services

Libraries ACT

Lifelong Learning

Aboriginal and Torres Strait Island Learning Coordinator

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 36205)

Gazetted: 11 December 2015

Closing Date: 1 January 2016

Details: Are you passionate about making a difference in your community? We're looking for someone to broker, develop and implement literacy and learning programs and services for Aboriginal and Torres Strait Islander communities. Key responsibilities include developing cross-sectoral partnerships, acting as a central point of contact in relation to learning programs and services, and collaborating with library staff in community focussed programs and services. The successful applicant must have proven experience and skills in community development and/or community engagement. Libraries ACT champions literacy, learning and the pleasure of reading, and inspires and connects people, engaging them with their community and the world.

Note: This is part-time position at 18 hours per week. Libraries ACT is a 7 day service and applicants may be required to work weekends. This is an identified position and only open to Aboriginal and Torres Strait Islander people. Applicants will need to provide supporting evidence with their application package. 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.

Contact Officer: Rachel Davis (02) 6205 9671 rachel.davis@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 Territory Services

Birrigai

Catering Manager

General Service Officer Level 7 \$56,643 - \$59,817, Canberra (PN: 36496)

Gazetted: 14 December 2015

Closing Date: 28 December 2015

Details: Birrigai Outdoor School is a 200 bed facility that provides school camp programs, conference facilities, accommodation and catering services to the wider community and operates all year round. This position oversees the provision of all catering and housekeeping services for Birrigai including meeting legislative requirements under the *Health Act*. The position oversees the provision of special diets of guests, including school children, who have life threatening food allergies. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Eligibility/Other Requirements: Certificate in Commercial Cookery or equivalent, plus a Food Safety Certificate incorporating HACCP. Current manual driver's licence. First Aid Certificate (or ability to obtain prior to commencement). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position available for a period of two years with the possibility of extension. Birrigai is not serviced by public transport and is 15 km from the suburban area. Selection may be based on application and referee reports only.

Contact Officer: Cindy Samuel (02) 6205 6748 cindy.samuel@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.

APPOINTMENTS

ACT Audit Office

Audit Band 2 - Audit Manager \$99,051 - \$106,799

Rosario San Miguel Pena 846-87427, Section 68(1), 10 December 2015

Capital Metro

Senior Officer Grade A \$131,412

Haifang Guo 846-97203, Section 68(1), 10 December 2015

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 2 \$50,676 - \$55,957

Lauren Christie 846-97465, Section 68(1), 1 February 2016

Administrative Services Officer Class 4 \$63,744 - \$69,022

Kelly Lisa Grosse 844-81955, Section 68(1), 14 December 2015

Administrative Services Officer Class 5 \$70,844 - \$74,989

David Robertson 844-83432, Section 68(1), 10 December 2015

Community Services

Administrative Services Officer Class 3 \$57,417 - \$61,793

Rachel Kite 844-76814, Section 68(1), 10 December 2015

Administrative Services Officer Class 3 \$57,417 - \$61,793

Elizabeth Mitford-Burgess 846-97019, Section 68(1), 21 December 2015

Health

Senior Specialist \$199,231

Richard Gray 829-56830, Section 68(1), 3 December 2015

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

Philip Keightley 838-24952, Section 68(1), 3 December 2015

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

Rebecca Sheriff 829-56435, Section 68(1), 3 December 2015

Allied Health Assistant 2 \$47,854 - \$54,863

Yvonne Anthony 847-27871, Section 68(1), 1 January 2016

Registered Nurse Level 2 \$84,393 - \$89,447

Tania Arnold 771-97526, Section 68(1), 17 December 2015

Health Professional Level 2 \$59,085 - \$81,111

Jacqueline Cosh 789-41900, Section 68(1), 14 December 2015

Technical Officer Level 1 \$52,329 - \$54,863

Thien Dinh 843-90295, Section 68(1), 10 December 2015

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)

Suzanne Hoffmann 829-68364, Section 68(1), 22 January 2016

Health Service Officer Level 10 \$76,337 - \$87,366

Matthew Hogan 747-90623, Section 68(1), 11 January 2016

Health Professional Level 4 \$96,073 - \$103,416

Ellen Hulbert 845-22059, Section 68(1), 10 December 2015

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)

Abby James 842-88047, Section 68(1), 22 January 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Rosemary Jose 845-01661, Section 68(1), 28 January 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Jung Sook Kim 834-44650, Section 68(1), 17 December 2015

Health Professional Level 2 \$59,085 - \$81,111

Christine Martin 845-21013, Section 68(1), 10 December 2015

Registered Nurse Level 1 \$60,772 - \$81,180

Ajaymon Paramattathil Varkey 834-45530, Section 68(1), 10 December 2015

Registered Nurse Level 1 \$60,772 - \$81,180

Mathew Philip 845-01530, Section 68(1), 14 December 2015

Allied Health Assistant 2 \$47,854 - \$54,863

Roa Slater 845-22294, Section 68(1), 17 December 2015

Senior Officer Grade C \$96,073 - \$103,416

Jeff Wharton 846-97473, Section 68(1), 17 December 2015

Administrative Services Officer Class 2 \$50,676 - \$55,957

Kelli Youngs 845-19327, Section 68(1), 15 December 2015

Justice and Community Safety

Administrative Services Officer Class 6 \$76,337 - \$87,366

Simon Matuzelski 846-94483, Section 68(1), 4 January 2016

Territory and Municipal Services

Park Ranger 2 \$63,744 - \$69,022

Nicholas Daines 828-44708, Section 68(1), 17 December 2015

Infrastructure Officer 3 \$96,296 - \$105,707

Ben Hubbard 846-96446, Section 68(1), 11 January 2016

Bus Operator - Training \$63,319

Mai Ji 846-96542, Section 68(1), 12 December 2015

Bus Operator - Training \$63,319

Koruthuluke Kizhakkathil 846-96526, Section 68(1), 12 December 2015

Bus Operator - Training \$63,319

Ivan Milovanovic 846-96534, Section 68(1), 12 December 2015

Bus Operator - Training \$63,319

Bharat Sharma 846-96550, Section 68(1), 12 December 2015

Bus Operator - Training \$63,319

Scott Thompson 846-96606, Section 68(1), 12 December 2015

TRANSFERS

Chief Minister, Treasury and Economic Development

Wei Li: 820-87292

From: Information Technology Officer Class 1 \$96,073

Chief Minister, Treasury and Economic Development

To: Senior Officer Grade C \$96,073 - \$103,416

Chief Minister, Treasury and Economic Development, Canberra (PN. 24052, several) (Gazetted 28 October 2015)

Education and Training

Katherine Jann McMahon: 733-19434

From: \$139,496 - \$167,497

Education and Training

To: School Leader A \$139,496 - \$167,497

Education and Training, Canberra (PN. 35731) (Gazetted 23 June 2015)

Kylie Robson: 755-72732

From: School Leader C \$109,084

Education and Training

To: School Leader C \$109,084

Education and Training, Canberra (PN. 35761) (Gazetted 4 September 2015)

PROMOTIONS

Canberra Institute of Technology

CIT Corporate Services

CIT Business Support

Dominique WILSON: 799-9021

From: Administrative Services Officer Class 4 \$63,744 - \$69,022

Canberra Institute of Technology

To: †Senior Officer Grade C \$96,073 - \$103,416

Canberra Institute of Technology, Canberra (PN. 14420) (Gazetted 7 September 2015)

Chief Minister, Treasury and Economic Development

Office of Regulatory Services

Transport Regulation

Road User Services/Traffic Camera Office

Colin Fitzgerald: 827-49313

From: General Service Officer Level 5/6 \$49,918 - \$54,936

Territory and Municipal Services

To: Administrative Services Officer Class 2 \$50,676 - \$55,957

Chief Minister, Treasury and Economic Development, Canberra (PN. 19865) (Gazetted 9 February 2015)

Shared Services

Finance

Financial Application Support Team

David Leung: 827-60766

From: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development

To: †Administrative Services Officer Class 6 \$76,337 - \$87,366

Chief Minister, Treasury and Economic Development, Canberra (PN. 07468) (Gazetted 16 October 2015)

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.

Access Canberra

Projects, Governance and Support

Strategic ICT - Business Systems and Reform

Adam MacLeod: 844-00713

From: Administrative Services Officer Class 6 \$76,337 - \$87,366
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade C \$96,073 - \$103,416
Chief Minister, Treasury and Economic Development, Canberra (PN. 14419) (Gazetted 28 October 2015)

Shared Services

**Shared Services Human Services
Information, Data and Recruitment**

Angela McCaughey: 836-08256

From: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade C \$96,073 - \$103,416
Chief Minister, Treasury and Economic Development, Canberra (PN. 08255) (Gazetted 12 October 2015)

Shared Services

**Strategic HR and Corporate
Change and Communications**

Danielle Rutter: 835-94202

From: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade C \$96,073 - \$103,416
Chief Minister, Treasury and Economic Development, Canberra (PN. 30768) (Gazetted 22 October 2015)

Shared Services

Finance

Tax and Salary Packaging

Telesha Whalan-Griffin: 827-09450

From: Administrative Services Officer Class 4 \$63,744 - \$69,022
Chief Minister, Treasury and Economic Development
To: †Administrative Services Officer Class 6 \$76,337 - \$87,366
Chief Minister, Treasury and Economic Development, Canberra (PN. 09362) (Gazetted 5 October 2015)
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

Education and Training

Office for Schools

Belconnen Network

Fraser Primary School

Sharon Beaumaris: 799-83432

From: School Assistant 2 \$43,090 - \$47,584
Education and Training
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Education and Training, Canberra (PN. 00568) (Gazetted 16 October 2015)

Office for Schools

Belconnen Network

Canberra High School

Samara Helen Chisholm: 766-19109

From: School Leader C \$109,084
Education and Training
To: †School Leader B \$127,012
Education and Training, Canberra (PN. 04118) (Gazetted 16 October 2015)

Office for Schools

South and Weston Network

Alfred Deakin High School

Jennifer Margaret Bodell: 817-94980

From: Classroom Teacher \$59,790 - \$94,517

Education and Training

To: †School Leader C \$109,084

Education and Training, Canberra (PN. 02199) (Gazetted 24 August 2015)

Office for Schools

South and Weston Network

Chapman Primary School

Jane McAlpine: 785-53350

From: Classroom Teacher \$59,790 - \$94,517

Education and Training

To: †School Leader C \$109,084

Education and Training, Canberra (PN. 36284) (Gazetted 16 October 2015)

Office for Schools

Weston Network

Coombs School

Ryan Heath Spencer: 779-23962

From: Classroom Teacher \$59,790 - \$94,517

Education and Training

To: †School Leader C \$109,084

Education and Training, Canberra (PN. 35762) (Gazetted 4 September 2015)

Health

Strategy and Corporate

Business and Infrastructure

Logistics Support

Salashanmugam Muniandy: 821-08524

From: Health Service Officer Level 3 \$46,272 - \$47,776

Health

To: Health Service Officer Level 4/5 \$47,776 - \$52,809

Health, Canberra (PN. 35146) (Gazetted 5 November 2015)

Justice and Community Safety

ACT Law Courts and Tribunal

Registry

Criminal

Daniela Mojsoska: 779-81687

From: Administrative Services Officer Class 6 \$76,337 - \$87,366

Justice and Community Safety

To: †Senior Officer Grade C \$96,073 - \$103,416

Justice and Community Safety, Canberra (PN. 09783) (Gazetted 19 October 2015)

Territory and Municipal Services

Parks and City Services

ACT Parks and Conservation Service

Anneliese Gruber: 820-87866

From: Technical Officer Level 1 \$52,329 - \$54,863

Territory and Municipal Services

To: †Park Ranger 2 \$63,744 - \$69,022

Territory and Municipal Services, Canberra (PN. 12813) (Gazetted 9 July 2015)

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.

Parks and City Services

ACT Parks and Conservation Service

Kate Hadden: 835-87176

From: Park Ranger 1 \$57,417 - \$61,793

Territory and Municipal Services

To: †Park Ranger 2 \$63,744 - \$69,022

Territory and Municipal Services, Canberra (PN. 13487) (Gazetted 9 July 2015)

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.

Parks and City Services

ACT Parks and Conservation Service

Anthony James Hart: 827-28854

From: Park Ranger 1 \$57,417 - \$61,793

Territory and Municipal Services

To: †Park Ranger 2 \$63,744 - \$69,022

Territory and Municipal Services, Canberra (PN. 15258) (Gazetted 9 July 2015)

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.