



ACT
Government

ACT Government Gazette

Gazetted Notices for the week beginning 14 September 2017

VACANCIES

Calvary Health Care ACT (Public)

Woman and Infants

Obstetrics and Gynaecology

Staff Specialist

Staff Specialist Band 1 - Staff Specialist Band 5 \$164,470 - \$202,960, Canberra (PN:)

Gazetted: 18 September 2017

Closing Date: 13 October 2017

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Reference number: 15819

Contact Officer: Gaylene Findlay (02) 6264 7129 gaylene.findlay@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.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 Health, Community and Science

Health, Community and Science Management

Innovations and Project Development Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39268)

Gazetted: 15 September 2017

Closing Date: 29 September 2017

Details: Reporting to the Director CIT College of Health Community and Science, this position will have a critical role in overseeing all student placements, tracking, monitoring progress and identifying issues for the College related to industry placements. Coordinate the development and implementation of the College's commercial and educational development strategies, in consultation with the College Director and key internal and external stakeholders. Coordinate and contribute to the management of a range of projects and project teams as required by the College Director. In consultation with relevant stakeholders design and develop systems and processes to facilitate the work of the project teams and ensure appropriate records, statistics, and case notes are maintained. Monitor and evaluate outcomes, in consultation with project leaders where applicable. Undertake research and reporting concerning College operations and project outcomes as required by the College Director. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Note: This is a temporary position available for a period of 12 months with the possibility of extension up to but not exceeding five years. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.

Contact Officer: James Dunstan (02) 6207 3491 james.dunstan@cit.edu.au

CIT Trades Skills and Vocational Learning

CIT Culinary

Culinary Teacher

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 51405)

Gazetted: 15 September 2017

Closing Date: 3 October 2017

Details: CIT is looking for an enthusiastic, innovative and qualified Retail Baking and Patisserie teacher to join the CIT Culinary team. This Teacher role requires facilitation of quality educational outcomes and provision of supportive learner pathways for students enrolled in the Retail Baking and Patisserie qualifications. This includes working within the CIT quality training and assessment system and maintaining complete and accurate records of student activity and performance on the Institutes Student Information Management System. The position also requires maintaining compliance requirements and contractual obligations of a Registered Training Organisation, Australian Apprentices and International students. CIT teachers are expected to participate in professional development activities that maintain vocational currency, and enhance stakeholder engagement. CIT staff are also expected to contribute to CIT's organisational culture through the modelling of CIT Cultural Traits. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal and Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Mandatory Qualifications and/or Registrations/Licensing: New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and at commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015 Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or its successor). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or its successor). Industry experience: All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Appropriate Industry competencies demonstrated by the following qualifications: Certificate III Retail Baking and/or Patisserie, and or like qualification.

Note: This position is for temporary filling for a period of two years with the possibility of extension up to but not exceeding five years. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.
Contact Officer: Tony Mudge (02) 6207 3228 tony.mudge@cit.edu.au

Chief Minister, Treasury and Economic Development

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>
Applications can be sent via email to: jobs@act.gov.au**

Corporate

People and Capability

HR Advisor

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 37175)

Gazetted: 19 September 2017

Closing Date: 3 October 2017

Details: We are seeking a highly skilled, motivated and focused individual to join the Corporate People and Capability Branch as a Human Resource (HR) Advisor. The position will operate as part of a small outcome focused team that performs a broad range of strategic HR functions for the Directorate. The successful applicant will have broad generalist HR experience as well as experience in delivering projects. They will enjoy working in a dynamic and complex environment and be able to work confidently both autonomously and collegiately.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency.
Contact Officer: Maggie Drejer-White (02) 6205 4790 maggie.drejer-white@act.gov.au

Revenue Management

Compliance

Project Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 35817, several)

Gazetted: 15 September 2017

Closing Date: 22 September 2017

Details: The Compliance section monitors the integrity, fairness and effectiveness of the ACT's taxation system and plays a key role in the enforcement of the ACT's revenue laws and in the protection of public revenue. The section also provides debt recovery services and encourages and assists customers to be proactive in meeting their taxation obligations through targeted awareness and education campaigns. We are seeking talented, capable and driven individuals to play a key role to assist in transforming our approach to compliance as we leverage the enhanced analytics and data matching capability being delivered by our new Business Intelligence team. Key responsibilities include working closely with the Senior Project Officer, Team Leader and the Business Intelligence team to: apply sophisticated data matching and analytics tools to identify potential taxation non-compliance; assist in the development of projects to investigate the nature and extent of any non-compliance by individuals and/or corporate entities; and deliver key outcomes as part of a team working on compliance projects.

Eligibility/Other Requirements: Relevant tertiary qualifications and/or professional qualifications in Project Management, Finance, Mathematics/Statistics, Public Administration, Law or another relevant discipline.

Note: There are several temporary positions available for 12 months with the possibility of extension and/or permanency.

Contact Officer: Ben Morris (02) 6207 0104 ben.morris@act.gov.au

Shared Services

Strategic Business

Program Management Hub

Project Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 38236)

Gazetted: 19 September 2017

Closing Date: 3 October 2017

Details: Strategic Business are seeking an experienced Project Officer to support in the management of, a range of business and information technology projects, often concurrently. In accordance with recognised project management methodologies to deliver a quality outcome.

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

Contact Officer: Mitchell Hardiman (02) 6205 2481 mitchell.hardiman@act.gov.au

Shared Services

Strategic Business

Project Management Hub

Project Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 17997)

Gazetted: 18 September 2017

Closing Date: 2 October 2017

Details: Strategic Business are seeking an experienced Project Manager to manage a range of business and information technology projects in accordance with recognised project management methodologies to deliver quality outcomes within agreed tolerances.

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

Contact Officer: David Turner (02) 6207 1176 david.turner@act.gov.au

Shared Services ICT

Technology Services

Service Assurance

Print Manager

Senior Information Technology Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39247)

Gazetted: 14 September 2017

Closing Date: 21 September 2017

Details: Service Assurance is seeking a highly knowledgeable Print Manager. The purpose of this position is to manage the operational delivery of printing and imaging as a service contract with Ricoh and Shared Services ICT. The manager will be required to liaise with all ACT Government directorates and Ricoh to ensure a fit for purpose solution is provided for print issues and manage the operational risks, working with contractors and Shared Service ICT to undertake, monitor and report on risk mitigation activities.

Note: This is a temporary position available until 31 January 2018 with the possibility of extension and/or permanency from this process.

Contact Officer: Phil Kerin (02) 6207 1478 phil.kerin@act.gov.au

Policy and Cabinet

Strategic Policy

City Operations, Economy and Environment

Senior Policy Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 31572)

Gazetted: 19 September 2017

Closing Date: 5 October 2017

Details: Are you interested in providing high quality advice to the Chief Minister and government about policy with a positive impact on the Canberra community? Do you love to work in a small team, quickly learn about many new areas, work with a variety of people, and provide well written briefs and advice? Policy and Cabinet is looking for an experienced Senior Policy Officer to join the City Operations, Economy and Environment team. We oversee policy work relating to planning, transport, city services, environment, and economics, providing briefings and advice to the Chief Minister and Cabinet in a high-paced, exciting environment at the centre of the ACT public service. If you are passionate about policy and love to explore different policy issues each day, this is the job for you.

Eligibility/ Other Requirements: Tertiary qualifications required, preferably in a field within or related to the City Operations, Economy and Environment team's areas of responsibility. This could include Arts, Law, Economics, Public policy, Planning, Transport, or another related field. Experience and qualifications in an area related to the team's areas of responsibilities will be highly regarded (e.g. Public Policy, Planning, Transport, Law, Economics or a related policy area).

How to apply: Please send a two page statement addressing the selection criteria, a current CV and contact details for two referees to the contact officer by the closing date.

Contact Officer: Kristin Blume (02) 6207 1755 kristin.blume@act.gov.au

Community Services

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

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

Children, Youth and Families

Child and Youth Protection Services

Practice and Performance

Case Analysis Officer

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 37468)

Gazetted: 19 September 2017

Closing Date: 5 October 2017

Details: The independent Case Analysis Officer is focussed on influencing and supporting operational staff to deliver high quality casework to children, young people and their families. The position will have a focus on contributing to Child and Youth Protection Services (CYPS) as a learning organisation and continuous improvement. The position will undertake a diverse range of complex case analysis on individual matters to ensure the ongoing response to children, young people and their families is informed and influenced by all of the information available and the risks and vulnerabilities have been considered. The position will contribute to improved decision making and case work by providing timely independent advice, quality assurance on decision making and guidance to caseworkers and team leaders. A key component of this role will therefore be the provision of constructive feedback to peers regarding the findings of a case analysis.

Eligibility/Other Requirements: Essential qualifications and experience: Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline. Two years experience working with children, youth and/or families in a social work/case management role and a current driver's licence. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available for a period of 12 months.

Contact Officer: Alison Trehwella (02) 6207 0621 alison.trehwella@act.gov.au

Child and Youth Protection Services

Child and Youth Protection Services

Practice

Principal Therapist

Health Professional Level 5 \$118,319 - \$133,197, Canberra (PN: 39179)

Gazetted: 20 September 2017

Closing Date: 6 October 2017

Details: The Health Professional Level 5 (HP5) Principal Therapist role is focussed on driving excellence in service delivery through a range of strategies including trauma informed therapeutic interventions, collaborating with and advising case managers, strategically working to improve practice through supporting and advising colleagues across government and community sector. The Principal Therapist will provide therapy to a small number of clients as well as managing the Trauma Recovery Service, (Melaleuca Place) and a team of Therapeutic Assessors. Both of these services are targeted at children and young people in Out of Home Care.

Eligibility/Other Requirements: Essential qualifications and experience: Advance level of training, knowledge and experience in relation to therapeutic work with traumatised children and young people Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline. At least five years experience in human services fields. Current drivers licence. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: A merit list may be established to fill future vacancies at level which may arise over the next 12 months.

Contact Officer: Austin Kenney (02) 6207 5385 cypsrecruitment@act.gov.au

Inclusion and Participation

Office for Women

Assistant Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39123)

Gazetted: 15 September 2017

Closing Date: 10 October 2017

Details: We are seeking a high performing Assistant Manager for a position in the Inclusion and Participation Group of the Community Services Directorate. To be successful in this position you will have proven skills in policy development, briefing, program management, stakeholder engagement, and an ability to work to tight time frames.

Eligibility/Other Requirements: Relevant tertiary qualifications are desirable but not essential.

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

Contact Officer: Freya O'Brien (02) 6205 8434 freya.o'brien@act.gov.au

Education

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

School Performance and Improvement

Student Engagement

Network Student Engagement Teams

Speech Language Pathologist

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 36994)

Gazetted: 19 September 2017

Closing Date: 5 October 2017

Details: The Education Directorate has expanded their Network Student Engagement Teams (NSET) to include allied health professionals. To provide allied health support to ACT Public Schools, applications for a Health Professional Level 3 (HP3) Speech Language Pathologist are being sought. This position will work closely with the schools to provide in-school services to assist students who require allied health support to access the school curriculum.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Speech Pathology. Eligibility for membership or registration with the appropriate professional body/bodies, refer to duty statement and a current driver's licence. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary part-time position available for a period of 12 months with the possibility of extension. Hours per week are 18.22 and the full-time salary noted above will be paid pro rata.

Contact Officer: Vanessa Klose (02) 6205 3674 vanessa.klose@ed.act.edu.au

Business Services

Strategic Finance

Financial Services

Executive Assistant

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 00439)

Gazetted: 15 September 2017

Closing Date: 4 October 2017

Details: The Education Directorate is seeking applications from highly motivated individuals with an eye for detail to provide Executive Assistant support to the Chief Finance Officer and finance support to the Strategic Finance Branch of the Education Directorate. The position requires a person with a high level of organisational skills, effective communication and interpersonal skills and the ability to multi-task and work under pressure. The successful applicant must be proficient in the use of the Microsoft Office suite as well as coordinating and managing the workflow of the Chief Finance Officer. An important function of the position will be to undertake research tasks, as well as liaise with the offices of the Director-General and the Deputy Director-Generals to maintain effective working relations across the Directorate. The successful candidate will be well organised and be committed to personal development and the provision of high quality education services.

Eligibility/Other Requirements: Desirable: Well developed Information Communications Technology (ICT) skills. Financial management/cash management skills.

Note: This is a temporary position available for a period of 12 months with the possibility of extension and/or permanency. Applications are to include application coversheet, your written response to the selection criteria and a current curriculum vitae (including details of two referees).

Contact Officer: Lauren Douch (02) 6205 9115 lauren.douch@act.gov.au

School Performance and Improvement

Student Engagement

Network Student Engagement Teams

Speech Language Pathologist

Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 38928)

Gazetted: 19 September 2017

Closing Date: 5 October 2017

Details: The Education Directorate has expanded their Network Student Engagement Teams (NSET) to include allied health professionals. To provide allied health support to ACT Public Schools, applications for a Health Professional Level 2 (HP2) speech language pathologist are being sought. This position will work closely with the schools to provide in-school services to assist students who require allied health support to access the school curriculum.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Speech Pathology. Eligibility for membership or registration with the appropriate professional body/bodies, refer to duty statement. Current driver's licence. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People*

(Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary position available for a period of 12 months, with the possibility of extension and/or permanency. Full and part-time hours may be considered.

Contact Officer: Vanessa Klose (02) 6205 3674 vanessa.klose@ed.act.edu.au

Environment, Planning and Sustainable Development

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

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

Environment

Nature Conservation Policy

Conservation Research

Ecologist

Professional Officer Class 2 \$79,824 - \$91,356, Canberra (PN: 37744, several)

Gazetted: 14 September 2017

Closing Date: 21 September 2017

Details: Join a dynamic team providing research information for Government conservation management programs. Experienced ecologists are sought to work on kangaroo and fauna-related projects in the Conservation Research unit of the Environment, Planning and Sustainable Development Directorate. Skills in fauna research and plant identification, and experience leading small teams to collect reliable field data will be an advantage.

Eligibility/Other Requirements: Tertiary qualifications in a field of environmental management or biological science, preferably including studies in Ecology, Zoology or conservation of terrestrial fauna and ecosystems.

Manual driver's licence. Willingness to work with animals and animal specimens including tissues, organs or faecal samples. Willingness to work in any weather or time of day.

Note: There are two temporary vacancies available, one until 30 June 2018 and one until 22 December 2018, both with a possible extension for an additional year. Applications should outline experience and ability for each of the selection criteria (no more than 350 words per criterion), and include contact details of at least two referees and a current resumé.

Contact Officer: Margaret Kitchin (02) 6207 7623 margaret.kitchin@act.gov.au

Climate Change and Sustainability

Climate Change Policy

Policy Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39278)

Gazetted: 18 September 2017

Closing Date: 12 October 2017

Details: The Climate Change and Sustainability Division is seeking to employ a Policy Officer to develop and implement policy advice on climate change issues, covering energy, transport (including electric vehicles), waste, buildings, carbon offsets and alternative low emission fuel sources.

Note: This is a temporary position available for three years with the possibility of extension.

Contact Officer: Antonio Mozqueira (02) 6205 4820 antonio.mozqueira@act.gov.au

Asbestos Response Taskforce

Finance

Finance Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 35608)

Gazetted: 15 September 2017

Closing Date: 22 September 2017

Details: The successful applicant will deliver a range of complex financial and administrative services to the Asbestos Response Taskforce. Duties include, but are not limited to: data entry and retrieval of information, records and information management, accounts payable and receivable as well as drafting less complex correspondence. The Asbestos Response Taskforce promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. We encourage people with a disability, people from an Aboriginal or

Torres Strait Islander background, young people and people from culturally diverse backgrounds to apply for this position.

Note: This position is offered for temporary filling available 23 September 2017 until 30 June 2018, with the possibility of extension.

How to Apply: Applicants should provide their CV, including the name and contact details for two referees, along with a written statement of no longer than two A4 pages in total. Applicants should show evidence of their skills and experience addressing the Selection Criteria and with consideration to the Duty Statement.

Contact Officer: Richard Kingham (02) 6207 0234 richard.kingham@act.gov.au

Planning Delivery

Merit Assessment and Deed Management

Deed Management

Administrative Officer

Administrative Services Officer Class 5 \$74,081-\$78,415, Canberra (PN: 13006)

Gazetted: 14 September 2017

Closing Date: 28 September 2017

Details: Working as an Administrative Service Officer 5 in the Planning Delivery Division, you will be responsible for the preparation of complex leasing documents, the receipt, circulation and consolidation of responses of planning documents and maintenance of the Unit's records and database. Effective performance in this position will require strong focus on customer service, project management and timely delivery of quality outcomes. Good judgement, liaison, communication and analytical skills including attention to detail will also be important to achieve agreed priorities.

Contact Officer: Sonja Clarkson (02) 6207 1807 sonja.clarkson@act.gov.au

Climate Change and Sustainability

Climate Change Policy

Policy Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 39277)

Gazetted: 18 September 2017

Closing Date: 11 October 2017

Details: The Climate Change and Sustainability Division is seeking to employ a Policy Officer to support the implementation of the ACT Climate Change Adaptation Strategy. This will include delivering on actions from the Strategy, data collection, secretariat functions and supporting the team in delivering leading edge action on climate change.

Note: This is a temporary position available for a period of three years with the possibility of extension.

Contact Officer: Catherine Keirnan (02) 6207 1791 catherine.keirnan@act.gov.au

Environment

Nature Conservation Policy

Natural Resource Management (NRM) Programs

Assistant Ecologist

Professional Officer Class 1 \$56,359 - \$78,145, Canberra (PN: C10452)

Gazetted: 19 September 2017

Closing Date: 27 September 2017

Details: The ACT Government is seeking the services of a casual ecologist to assist with monitoring of key grassland restoration and research projects across ACT grassland reserves. This will involve intensive ecological surveys looking at reptiles, vegetation, burrows and invertebrates. The person will be required to work with a variety of ACT Government ecologists and land managers and work in the field to assist in ongoing monitoring. The successful candidate will be required to run their own small research project, enter all data collected during the project and maintain good data storage systems.

Eligibility/Other Requirements: Tertiary qualifications in a field of environmental management or biological science, preferably including studies in ecology, botany or conservation of terrestrial flora and ecosystems. A current manual driver's licence. A willingness to work independently in the field, potentially outside normal hours in remote locations and in adverse weather conditions. Experience with field based monitoring, ecological research, and the handling and survey of reptiles is desirable.

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

How to Apply: 'Applications should outline experience and ability for each of the selection criteria (no more than 350 words per criterion), and include contact details of at least two referees and current resume.'

Contact Officer: Tim Wong (02) 6205 3806 tim.wong@act.gov.au

Planning Delivery

Planning Support

Senior Assessment and Business Improvement Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 15272)

Gazetted: 18 September 2017

Closing Date: 25 September 2017

Details: The Planning Delivery Division is seeking an experienced and enthusiastic person to project manage complex and controversial development assessments, be willing to assist the Development Application (DA) Gateway Team in providing excellent customer service, advocate for and drive change management and business improvements and manage, motivate and inspire staff. The successful applicant may manage all aspects of the over the counter, pre-application and development application process, exercise delegations under relevant legislation, and may be expected to provide expert evidence in the ACT Civil and Administrative Tribunal or other courts in relation to development applications.

Note: This is a temporary position available until 15 December 2017 with the possibility of extension and/or permanency. This position may be filled at either the Senior Officer Grade C (SOGC) or Administrative Service Officer Grade 6 (ASO6) classification dependent on the skills, experience and qualifications of the successful applicant. An order of merit may be established from this recruitment process to fill future vacancies at level which may arise over the next 12 months. Please limit your response to the selection criteria to two pages in total.

Contact Officer: Craig Weller (02) 6205 3846 craig.weller@act.gov.au

Director General

Engagement and Executive Support

Government Services and Executive Support

Cabinet Liaison Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 36387)

Gazetted: 14 September 2017

Closing Date: 28 September 2017

Details: Do you enjoy liaising with a range of colleagues on diverse, important issues, with a focus on a sustainable future for the ACT community? The Government Services and Executive Support team is looking for a highly motivated person to perform the role of Cabinet Liaison Officer (CLO). This high profile position is the conduit between the Environment, Planning and Sustainable Development Directorate (EPSDD) and Cabinet and its Subcommittees. The EPSDD CLO provides efficient and effective service and support to a range of stakeholders in order to manage the Directorate's diverse Cabinet program and ensure critical timelines are met. The successful applicant will lead and support a number of Government services functions including: forecasting Cabinet business, distributing classified documents and providing timely and accurate advice to officials in EPSDD, across ACT Government Directorates and Ministers' Offices.

Note: This is a temporary position available until 31 January 2018 with the possibility of extension and/or permanency.

Contact Officer: Laura Marcantonio (02) 6207 8263 laura.marcantonio@act.gov.au

Director General

Engagement and Executive Support

Government Services and Executive Support

Directorate Liaison Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 33778)

Gazetted: 19 September 2017

Closing Date: 26 September 2017

Details: Do you thrive in an environment where communication is key? Do you often get called on to sort the tricky, urgent tasks no-one else wants to take on? The Directorate Liaison Officer is the conduit between the Environment, Planning and Sustainable Development Directorate (EPSDD) and ministerial offices. If you pride yourself on strong liaison, organisational skills and attention to detail and are committed to working in a team, this could be an outstanding opportunity. We require a team player who is an authority on matters relating to the Directorate, Cabinet and the Legislative Assembly. The Directorate Liaison Officer facilitates and monitors the flow

of information between the Minister's Office and EPSD; provides directorate advice to the Minister and their staff on portfolio matters; reviews complex briefs, letters and submissions for the Minister; actively maintains a high-level understanding of emerging issues; develops and foster productive relationships with stakeholders and the community and maintain records in accordance with the *Territory Records Act 2002*.

Note: This is a temporary position available for 12 months with the possibility of extension. Selection may be based on application and referee reports only.

Contact Officer: Laura Marcantonio (02) 6207 8263 laura.marcantonio@act.gov.au

Asbestos Response Taskforce

Finance

Finance Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 34382)

Gazetted: 19 September 2017

Closing Date: 26 September 2017

Details: The successful applicant will manage a range of complex financial and administrative services to the Asbestos Response Taskforce. Duties include, but are not limited to: supervision of a small team, which provides a wide range of financial and administrative services to the Taskforce, oversight and management of the Taskforce's budgeting and reporting functions as well as drafting less complex correspondence. The Asbestos Response Taskforce promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. We encourage people with a disability, people from an Aboriginal or Torres Strait Islander background, young people and people from culturally diverse backgrounds to apply for this position.

Note: This is a temporary position available until 30 June 2018 with the possibility of extension. Selection may be based on written application and referee reports only.

How to Apply: Candidates must not have any direct conflict of interest relating to loose fill asbestos insulation in ACT homes. Applicants should provide a written Expression of Interest of no more than two pages, current Curriculum Vitae and contact details for two referees. Applicants should show evidence of their skills and experience with consideration for the Duty Statement and Selection Criteria.

Contact Officer: Richard Kingham (02) 6207 0234 richard.kingham@act.gov.au

Climate Change and Sustainability

Climate Change Policy

Policy Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39279)

Gazetted: 18 September 2017

Closing Date: 12 October 2017

Details: The Climate Change and Sustainability Division is seeking to employ a Senior Policy Officer to develop high level policy advice on climate change issues and drive the implementation of its strategy to transition to net zero emission.

Note: This is a temporary position available for three years with the possibility of extension.

Contact Officer: Antonio Mozqueira (02) 6205 4820 antonio.mozqueira@act.gov.au

Health

Selection documentation for the following positions may be downloaded from

<http://www.health.act.gov.au/employment>.

Apply online at <http://www.health.act.gov.au/employment>

Corporate

Strategic Finance

Financial Operations Support

Manager

Senior Officer Grade A \$137,415, Canberra (PN: 00916)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They

were developed by us, for us and are unique to our work. Overview of the work area and position: The Financial Operations and Support Unit within the Strategic Finance Branch, provides business management support and advice to the Divisions of both the Canberra Hospital and Health Services and Corporate. In liaison with key stakeholders, develop and manage the required budgets and contribute to the management and improvement of performance against agreed indicators. The team ensures high quality and consistent business services, including financial management reporting are provided to all aspects of ACT Health and provide financial and business functions on a day to day basis. This position is responsible for the leadership and management of the Financial Operations and Support Unit and overseeing the collection and analysis of business related information, including clinical costing. The challenge of the role will be to come up with innovative approaches to deliver in on Government Outcomes and involve stakeholders in implementation. Technical accounting knowledge, high level analytical, financial planning and staff management abilities are all essential requirements of the position. Eligibility/Other Requirements: Desirable: A degree or diploma from an Australian tertiary institution, or a comparable overseas qualification, in Commerce, Accounting, Business, Economics or equivalent operational experience would be a distinct advantage. Relevant experience in a hospital or health care setting, leading and managing a team is desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Catherine Shadbolt (02) 6207 0114 catherine.shadbolt@act.gov.au

Canberra Hospital and Health Services

Medicine

Cardiology

Cardiac Rehabilitation Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 22436)

Gazetted: 21 September 2017

Closing Date: 5 October 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Cardiac Rehabilitation Program provides an inpatient and outpatient service to patients with cardiovascular disease and Heart Failure (including cardiothoracic surgical patients). The main role of a registered nurse in the program is to provide high quality care, advanced nursing assessment skills, education, support and counselling to individuals and patient groups at risk of or affected by Cardiovascular Disease and Heart Failure. The program works alongside a multidisciplinary team utilising their skills, to deliver a holistic model of care. Education around optimal self management principles is provided using and supported by evidence based practices. The service is delivered in the inpatient and pre operative setting, in the early stages after discharge and during the entirety of the patient's attendance at Cardiac or Heart Function Rehabilitation programs. The activities required of this role at this level are predominately clinical in nature, and accept accountability for their own practice standards, activities delegated to others and the guidance and development of less experienced staff. The Cardiac Rehabilitation program is seeking a skilled and motivated experienced Registered Nurse Level 2 to fill a vacancy in our department. The successful applicant will provide high quality care, self management education and support to individuals and patient groups at risk of or affected by Cardiovascular Disease and Heart Failure.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: A registered nurse with a minimum of three years full time equivalent post registration experience, in the relevant field. Holds or is working towards a post basic qualification relevant to this field; a registered nurse whose qualification meets the minimum standard for registration in Australia, with a minimum of three years full-time equivalent (FTE) post registration experience in the relevant field or a registered nurse whose qualification meets the minimum standard for registration in Australia, who holds a post-graduate qualification, eligible for recognition through remuneration of a qualification allowance, with a minimum of 12 months full-time equivalent (FTE) experience in the relevant field. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health *and* comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is permanent part-time position at 32 hours per week working four days a week to meet operational demand and the full-time salary noted above will be paid pro-rata. An order of merit may be established from this recruitment process to fill future vacancies at level which may arise over the next 12 months.

Contact Officer: Vicki Birch (02) 6174 7216 vicki.birch@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Diabetes Educator

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 28445)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The ACT Health Diabetes Service is a multidisciplinary team comprising medical, nursing and allied health professionals. The service provides a coordinated and integrated service between the Canberra Hospital and various community based locations within the ACT. The service provides diabetes care and treatment across the continuum for pre-diabetes, children, adolescents and adults, women during pregnancy, Type 1 and Type 2 diabetes. This nursing role requires the ability to provide appropriate skilled clinical assessment and intervention for clients with diabetes across ACT Health Campuses. The Diabetes Nurse will be responsible professionally to the Senior Nurse Clinician of the ACT Health Diabetes Service. Eligibility/Other Requirements: Mandatory: Be registered as a Registered Nurse with the Australian Health Practitioner Regulation Agency (APHRA). Current driver's licence. Highly Desirable: Post-graduate qualifications from a university or tertiary institution in Diabetes Education. Is an Australian Diabetes Educators Association (ADEA) credentialed diabetes educator or is working towards a post-graduate certificate in Diabetes Education. Prior to commencement successful candidates will be required to undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: This is a temporary full time position available for a period of six months (19th October 2017 until 11 April 2018) with the possibility of extension of up to two years.

Contact Officer: Elaine Slater (02) 6244 3794 elaine.slater@act.gov.au

Population Health, Protection and Prevention

Health Protection Service

EH Food Team

Public Health Officer

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 29640)

Gazetted: 21 September 2017

Closing Date: 5 October 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Population Health Protection Prevention Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Protection and Prevention Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Protection Service is a risk based regulator that manages public health risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease

control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services. Overview of the work area and position: The Health Protection Service's Environmental Health section includes a Food Safety Team and an Environment Team. The role may involve a variety of public health regulatory activities, including managing small team to deliver those functions such as inspections of food businesses and management of outbreaks or other potential public health risks. The Environmental Health section works closely with other areas of government such as Access Canberra in executing these functions. The role would suit someone with tertiary qualifications and demonstrated experience in managing small Environmental Health teams.

Eligibility/Other Requirements: Mandatory: Be eligible for membership with Environmental Health Australia (EHA) i.e. have completed either an undergraduate degree or graduate diploma in Environmental Health that is accredited by EHA; or have completed tertiary studies in applied science in the areas of Public Health, Food Science, Environmental Science or equivalent. Equivalency of studies and training is determined by senior environmental health staff. Applicants should call the contact officer for advice on whether they are eligible to apply. Current drivers licence. Prior to commencement successful candidates 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*.

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

Contact Officer: Jennifer Ruthenberg (02) 6205 1700 jennifer.ruthenberg@act.gov.au

Canberra Hospital and Health Services

Mental, Health, Justice Health, Alcohol and Drug Services

Justice Health

Clinical/Forensic Psychologist

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 37524)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people, who use the service, including families and carers, is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include Rehabilitation and Speciality Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services. Overview of the work area and position: The Dhulwa Mental Health Unit (DMHU) is a secure mental health inpatient unit operated by Justice Health Services, on behalf of ACT Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS). It offers a contemporary, evidence based service, providing high quality mental health care that is guided by principles of Recovery. The Dhulwa Mental Health Unit will provide a safe and structured environment with 24 hour clinical support for people with moderate to severe mental illness who cannot be safely cared for in a less restrictive environment. This will include mental health consumers who are, or who are at risk of becoming, involved with the criminal justice system. The service aims to provide dynamic and collaborative Recovery-informed care actively involving the individual, their carers, and other key partner services. All staff have a responsibility to maintain the safety and security of consumers, staff and visitors within this secure environment. At this level it is expected that you will be able to provide high quality psychological assessments and interventions to complex mental health consumers under minimal supervision. It is also an expectation that you will contribute your expertise to the multidisciplinary team, provide supervision to staff at Health Professional Level 2 and 1, and support the Therapy Manager in service development processes. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. The position is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers, Allied Health Assistants, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements: Mandatory: Be registered or eligible for general registration with the Psychology Board of Australia; hold an area of practice endorsement in either clinical or forensic psychology and a minimum of three years (ideal five years) post-qualification experience as a psychologist in a related field (i.e., mental health/criminal justice/disability/drug and alcohol). Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students; experience in a psychiatric inpatient setting; experience or training in behaviour modification and/or clinical risk assessment and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Gillian Sharp (02) 6207 9326 gillian.sharp@act.gov.au

**Canberra Hospital and Health Services
Medicine**

Gastroenterology and Hepatology

Administration Manager

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 12120)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The ACT Health Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Overview of the work area and position: Under limited supervision from the Operations Manager, you will manage and coordinate administrative staff, provide day to day supervision, human resource and administrative support and advice to the Gastroenterology and Hepatology Unit. You will manage and coordinate, under guidance, Gastroenterology and Hepatology Unit (GEHU) revenue generation and the broader undertakings of the Unit, including waitlist management and medical officer support. The Gastroenterology and Hepatology Unit at Canberra Hospital provides consultative and endoscopic services for persons with digestive diseases, including liver and biliary tract disease. The Unit provides: Inpatient care of patients with gastroenterological diseases; Consulting service; Endoscopic procedures; Clinics for patients with viral hepatitis, liver disease, inflammatory bowel disease, inherited gastrointestinal cancer and complex gastrointestinal disorders; and clinics support and follow up for participants in the National Bowel Cancer Screening Program.

Eligibility/Other Requirements: Working towards or holds a certificate in management, customer service, medical terminology or another relevant field is desirable. Prior to commencement successful candidates will be required to comply with ACT Health Occupational Assessment, Screening and Vaccination policy and undergo a pre-employment Police check.

Contact Officer: Jenny Edmestone (02) 6244 3659 jennifer.edmestone@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Mental Health Services

Allied Health Assistant - Adult Mental Health Unit

Allied Health Assistant 3 \$61,115 - \$67,825, Canberra (PN: 37820)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. The core values of Care, Excellence, Collaboration and Integrity were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of the people who use the service, their families and carers is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and

outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Speciality Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: MHJHADS is a contemporary evidence based service providing high quality mental health care that is guided by principles of recovery and the National Standards for Mental Health Services. The Adult Mental Health Unit (AMHU) is a 37 bed acute inpatient unit for people with acute mental health issues. The service aims to provide collaborative care involving the consumer, their carers and other key services. The Mental Health Short Stay Unit (MHSSU) is a sub-acute six bed inpatient unit in the Canberra Hospital Emergency Department for people requiring extended mental health assessment and/or treatment initiation. The Allied Health Assistant (AHA) will provide assistance and support to the allied health team in the delivery of allied health services to consumers, under the supervision of an allied health professional. The AHA does not make clinical assessment or clinical judgment in this role; however they will be expected to recognise a change in consumer function and status and the possible impact on the planned program. All MHJHADS staff are required to undertake professional development activities, and participate in supervision, quality initiatives and contribute to the multidisciplinary team processes. Under supervision of an allied health professional staff, the AHA will: Work flexibly and effectively as part of the allied health team, providing support to all members of the allied health team and the wider multi-disciplinary team within scope of practice and training of the individual. Under supervision of the allied health team, coordinate assistance regarding access to relevant services and supports. Participate and help run the clinical group therapy programs. Supply and screen for appropriate appliances/preparations to people receiving care within the AMHU/MHSSU under direction from the supervising allied health professional and within the scope of practice and training of the individual. Support the discharge planning process. Assist with the ongoing maintenance of allied health equipment. Eligibility/Other Requirements: Mandatory: Current driver's licence. Certificate IV in Mental Health or Allied Health Assistance (or equivalent qualification). Desirable: Knowledge and experience in the use of relevant medical terminology. Experience in working with persons affected by mental illness. Prior to commencement successful candidates will be required to: Comply with ACT Health credentialing requirements for allied health professionals. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011* (non AHPRA registered employees); and undergo a pre-employment Police check.

Note: This is a permanent full-time position working Monday to Friday.

Contact Officer: Leanne Done (02) 6174 5406 leanne.done@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Mental Health Services

Enrolled Nurse

Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 03391, several)

Gazetted: 21 September 2017

Closing Date: 5 October 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. The core values of Care, Excellence, Collaboration and Integrity were developed by us, for us and are unique to our work.

Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of the people who use of service, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) is a contemporary evidence based service providing high quality mental health care that is guided by principles of Recovery. The Adult Mental Health Unit (AMHU) is a 37 bed acute inpatient unit for people with acute mental health issues. The service aims to provide collaborative care involving the consumer, their carers and other key services. The Mental Health Short Stay Unit (MHSSU) is a low

dependency six bed inpatient unit in the Emergency Department for people requiring extended mental health assessment and or treatment initiation. In these positions it is expected that you will provide direct nursing care as well as provide participation in quality improvement processes within the AMHU or MHSSU. You will provide regular input into, and form an integral part of the multidisciplinary team. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to multidisciplinary team processes.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Nursing experience within a mental health, alcohol and drug service is desirable. Current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check, be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health occupational screening requirements related to immunisation.

Contact Officer: Leanne Done (02) 6174 5406 leanne.done@act.gov.au

Population Health

Health Protection Service

Immunisation

Administrative Officer

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 26148, several)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Vaccine Management Unit as part of the Communicable Disease Unit, Health Protection Service have several temporary positions with a view to becoming permanent available. The successful applicants will be required to work effectively on their own as well as within a close knit but diverse team. These positions will assist in the receiving, storage, delivery and monitoring of vaccines for the ACT under both the National Immunisation Program and ACT Funded Immunisation Program. Applicants must possess experience in data entry with an eye for detail and have well developed communication skills. This is particularly important as they will be required to liaise with both internal and external stakeholders and the general public.

Eligibility/Other Requirements: Mandatory: Current driver's licence. Desirable: Understanding of the National Immunisation Program would be an advantage. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: There are several temporary positions available with the possibility of extension and/or permanency.

Contact Officer: Susan Vousden (02) 6207 0897 susan.vousden@act.gov.au

Canberra Hospital and Health Services

Clinical Support Service

Clinical Records

Clinics Mail Officer

Administrative Services Officer Class 2/3 \$52,991 - \$64,616, Canberra (PN: 21055)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Under general direction, the Clinics/Mail Officer is responsible for processing incoming mail received by the Clinical Record Service, ensuring that records are scanned and available for outpatient clinics, and working as part of a small team, assisting with the scanning of clinical documentation into the Clinical Record Information System (scanning solution). This entails performing the functions of documentation preparation, scanning, indexing and processing any incoming mail. The Clinics/Mail Officer is required to consistently achieve quality and productivity targets for record processing to ensure scanning deadlines are met and record integrity and patient safety are not compromised.

Eligibility/Other Requirements: Desirable: Previous experience working in a hospital clinical record department, medical practice or similar health environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a temporary position available for a period of six months with the possibility of extension.
Contact Officer: Heather Byrne (02) 6244 3663 heather.byrne@act.gov.au

Canberra Hospital and Health Services

Surgery and Oral Health

Dental Health Program

Dental Health Program, Administration Officer

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 14910)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Dental Health Program provides services from the ACT Community Health Centres as well as from the Mobile Dental Clinic to eligible adults, children and Youths. The Administration Officer is currently located in Civic and is part of the Dental Administration Team. Under direction, you will play a key role in the coordination and bookings of complex clients that have been referred to the program, provide secretariat support as well as general administration duties.

Eligibility/Other Requirements: Previous experience in an administration role is desirable. Prior to commencement successful candidates will be required to undergo a pre-employment National Police check.

Note: This is a full-time temporary position available for a period of six months with the possibility of extension, based in Civic.

Contact Officer: Karen Macdonald (02) 6205 1088 karen.macdonald@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Administrative Support - Cardiology Reception

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 26202)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Overview of the work area and position: This position provides administrative support to the Cardiology outpatient department by assisting with the management of referrals and the booking and scheduling of appointments, as well as other general administrative duties. Outpatient Services (Ambulatory Care) includes all health services provided without the need for admission to hospital. A wide range of services are offered in Medicine Ambulatory Care settings including assessment and follow up appointments which allow clients to better manage acute and chronic conditions while reducing the reliance on hospitals.

Eligibility/Other Requirements: Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Jade Wheadon (02) 6174 8199 jade.wheadon@act.gov.au

Canberra Hospital and Health Services

Mental, Health, Justice Health, Alcohol and Drug Services

Adult Mental Health Services

Ward Clerk

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 21838)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Applications are sought from an enthusiastic and innovative individual to temporarily fill the Ward Clerk position within the Adult Mental Health Unit. The Adult Mental Health Unit (AMHU) is a 37 bed acute inpatient unit for people with acute mental health issues. The service aims to provide collaborative care involving the consumer, their carers and other key services. It is expected that in this position you will be responsible for patient records, admission and discharge procedures, provide administrative support to the clinical staff of the team, and be central to the welcome of visitors to the new unit with a focus on providing quality customer service to the consumers of MHJHADS. 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.

Eligibility/Other Requirements: Mandatory: Knowledge and experience in the use of relevant medical terminology; understanding in dealing with persons affected with a Mental Illness and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: This is a temporary position available until 31 October 2018 with the possibility of extension. This position involves shift work and weekends. Selection may be based on application and referee reports only.

Contact Officer: Tessa Sealey (02) 6174 5404 tessa.sealey@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Rehabilitation and Specialty Mental Health

Health Support Officer

Health Service Officer Level 4 \$49,958 - \$51,869, Canberra (PN: 29800)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work.

Overview of the work area and position. Brian Hennessy Rehabilitation Centre (BHRC) is a 30 bed, mental health rehabilitation facility that provides individualised care, based on recovery principles, to consumers with moderate to severe mental illness. The service aims to provide collaborative care involving the consumer, their carers and other key services whilst utilising evidence based interventions within a rehabilitation context and with a recovery focus. The interventions offered in this setting are aimed toward consumers achieving independent living skills, improved mental health and integration back into the community. Where possible, BHRC accesses services in the community rather than in-house programs in accordance with rehabilitation principles. The Centre offers 24hr care and support with staff work a rotating roster. The Health Support Officer (HSO) works within a multi-disciplinary team, under the supervision and direction of a registered nurse to support and assist consumers where needed.

Eligibility/Other Requirements: Mandatory: Current drivers licence. Desirable: Knowledge of, and experience of, working with people living with a mental illness and Mental Health Certificate IV or working towards similar. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

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

Contact Officer: Susan Jacques (02) 6205 1222 susan.jacques@act.gov.au

Population Health, Protection and Prevention

Health Protection Service

CDC- Immunisation

Project Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 17137)

Gazetted: 21 September 2017

Closing Date: 5 October 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services. The Communicable Disease Control Section (CDC) of the Health Protection Service (HPS) is a multidisciplinary section including nurses, epidemiologists, public health professionals, medical laboratory scientists and administrative officers. CDC is responsible for a range of functions aimed at minimising the harm caused by the spread of communicable diseases in our community. The Disease Surveillance Unit of CDC is responsible for the coordination of the ACT Communicable Diseases Surveillance Program. The overall aim of the program is to reduce the incidence of infectious diseases in the ACT community by implementing disease control measures. ACT Notifiable Diseases Database Development Project: Under the *ACT Public Health Act 1997*, there are approximately 60 communicable diseases and conditions that are required to be notified to the Disease Surveillance Unit of CDC. The ACT Notifiable Diseases Data Management System (NDMS) is the current database used to collect, manage and analyse information related to these notifications. This project involves the procurement, development and implementation of a replacement for the NDMS. The new system will support the management of communicable disease outbreaks and routine surveillance for notifiable conditions in the ACT. It will allow for the collection of good quality and reliable surveillance data and compliance with Commonwealth notifiable diseases reporting obligations. The data that will inform timely disease control measures and benefit the health of residents of the ACT.

Eligibility/Other Requirements: Desirable: Information and Communication Technology (ICT) Project Management experience in a healthcare or government setting. Formal qualifications in Business Analytics and/or Health Information Management and/or Change Management. Experience in preparation of relevant documents such as tender documents, project plans and timelines. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This is a temporary position available for a period of 12 months with the possibility of extension.

Contact Officer: Rebecca Hundy (02) 6205 2052 rebecca.hundy@act.gov.au

Population Health, Protection and Prevention

Health Protection Service

Environment Health Management

Manager, Environmental Health

Health Professional Level 5 \$118,319 - \$133,197, Canberra (PN: 23787)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Health Protection Service (HPS) is a risk based regulator that manages public health risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory

and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services. The Health Protection Service is looking for an appropriately skilled Environmental Health Officer who is seeking a challenge to fulfil the role of Manager Environmental Health Food and an opportunity to influence protection of public health in a dynamic and changing environment. We are seeking a highly motivated person who will be responsible for managing a team of Public Health Officers within the food section. As manager of the Environment Health Food Section your role is to manage the human and financial resources associated with the operation of this section. The role involves managing a variety of public health regulatory activities and functions on behalf of the Health Protection Service. The Environmental Health Food Section works closely with other areas of government such as Access Canberra in executing these functions. The role would suit someone with tertiary qualifications and demonstrated experience in managing Environmental Health teams.

Eligibility/Other Requirements: Mandatory: Be eligible for membership with Environmental Health Australia (EHA) i.e. have completed either an undergraduate degree or graduate diploma in Environmental Health that is accredited by EHA OR have completed tertiary studies in applied science in the areas of Public Health, Food Science, Environmental Science or equivalent. Equivalency of studies and training is determined by Executive Director of HPS. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: Selection may be based on written application and referee reports only. Applicants should call the contact officer for advice on whether they are eligible to apply.

Contact Officer: Brett Purdue (02) 6205 1722 brett.purdue@act.gov.au

Corporate

Strategic Finance

Financial Operations Support

Senior Finance Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 24779)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Financial Operations and Support Unit within the Strategic Finance Branch, provides business management support and advice to the Divisions of both the Canberra Hospital and Health Services and Corporate. In liaison with key stakeholders, develop and manage the required budgets and contribute to the management and improvement of performance against agreed indicators. The team ensures high quality and consistent business services, including financial management reporting are provided to all aspects of ACT Health and provide financial and business functions on a day to day basis. This position leads a small finance team in the provision of financial support to operational branches within the Canberra Hospital and Health Services (CHHS) and Corporate Divisions of ACT Health. This position will also form part of the leadership group within the Management Accounting Section and will contribute to planning within the unit.

Eligibility/Other Requirements: Desirable: A degree or diploma from an Australian tertiary institution, or a comparable overseas qualification, in Commerce, Accounting, Business, Economics or equivalent operational experience would be a distinct advantage. Relevant experience in a hospital or health care setting, leading and managing a team are highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Catherine Shadbolt (02) 6207 0114 catherine.shadbolt@act.gov.au

Corporate

Strategic Finance

Financial Operations Support

Senior Finance Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 11189)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Financial

Operations and Support Unit within the Strategic Finance Branch, provides business management support and advice to the Divisions of both the Canberra Hospital and Health Services and Corporate. In liaison with key stakeholders, develop and manage the required budgets and contribute to the management and improvement of performance against agreed indicators. The team ensures high quality and consistent business services, including financial management reporting are provided to all aspects of ACT Health and provide financial and business functions on a day to day basis. This position leads a small finance team in the provision of financial support to operational branches within the Canberra Hospital and Health Services (CHHS) and Corporate Divisions of ACT Health. This position will also form part of the leadership group within the Management Accounting Section and will contribute to planning within the unit.

Eligibility/Other Requirements: A degree or diploma from an Australian tertiary institution, or a comparable overseas qualification, in Commerce, Accounting, Business, Economics or equivalent operational experience would be a distinct advantage. Relevant experience in a hospital or health care setting, leading and managing a team are highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Catherine Shadbolt (02) 6207 0114 catherine.shadbolt@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Registered Nurse Level 3.1 - Specialist Youth Mental Health Outreach team

Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 17154, expected vacancy)

Gazetted: 21 September 2017

Closing Date: 5 October 2017

Details: About us: Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples homes. These services include: Rehabilitation and Speciality Services; Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: CAMHS provides contemporary mental health services for children and young people who present with moderate to severe mental health presentations. CAMHS provides evidence-based assessment and interventions with a recovery focus. The Registered Nurse position will work collaboratively as part of a multidisciplinary young people's assertive outreach team to enhance access to and provide continued comprehensive mental health treatment for young people aged 14-25 at high risk of developing serious, long term mental health problems, specifically those experiencing early psychosis, those at ultra high risk of developing psychosis, and those who are experiencing severe high prevalence mental illness.

Eligibility/Other Requirements: Mandatory: Registered as a Nurse with the Australian Health Practitioner Regulation Agency (AHPRA) with no conditions or undertaking relating to unsatisfactory professional performance or unprofessional conduct. Must hold a current driver's licence. Highly Desirable: Tertiary qualifications in Nursing and experience working with young people. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: This is a permanent position. Selection may be based on written application and referee reports only. An order of merit may be established to fill future temporary and permanent vacancies at level, which may arise over the next 12 months. The successful candidate will be required to be available for evening and weekend work on a regular basis and also be available to work within all program areas of CAMHS as service needs arise.

Contact Officer: Laura Dawel (02) 6205 2090 laura.dawel@act.gov.au

Office of the Director General

Office of the Director General

Ministerial and Government Service

Assembly Liason Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 36820)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health partners with the community and consumers for better health outcomes by: delivering patient and family-centred care; strengthening partnerships; promoting good health and wellbeing; improving access to appropriate health care, and having robust safety and quality systems. Overview of the work area and position: Ministerial and Government Services Unit provides operational and strategic support to the Minister for Health and Wellbeing, the Minister for Mental Health, Director-General, and ACT Health staff on cabinet, assembly, ministerial and legislative matters. This also includes the coordination of ACT Health advice to other Government Directorates as required. The team delivers support and secretariat services to Ministerial and ACT Health committees and administers Freedom of Information requests. As a member of the Ministerial and Government Services team, you will manage, coordinate and develop comprehensive services for ACT Health's Legislative Assembly liaison functions. An opportunity is available for Assembly Liaison Officer in the Ministerial and Government Services Team. This person will be responsible for the management and co-ordination of ACT Health's Legislative Assembly program and business. The successful applicant will provide strategic and timely advice to key stakeholders on Legislative Assembly business as well as relevant policy issues. This includes application of relevant guidelines in preparation of Assembly documentation. The successful applicant will be expected to work effectively in a busy environment with demonstrated ability to set priorities and manage a diverse range of duties. A comprehensive knowledge, or experience with ACT Legislative Assembly and Cabinet processes, machinery of Government matters and ACT Health would be an advantage.

Eligibility/Other Requirements: Desirable: A sound knowledge and understanding of the ACT Legislative Assembly, Cabinet and legislative frameworks and processes. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for 12 months with the possibility of extension. Reimbursement of many relocation costs is available if you are successful and move to Canberra.

Contact Officer: Jackie Andersen (02) 6205 0829 jackie.anderson@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Team Leader - Child and Adolescent Mental Health Services

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 25579)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provided health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation.

Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. CAMHS also provides high quality tertiary mental health care for young people aged 14-25 experiencing early psychosis and those at ultra high risk of developing psychosis. The CAMHS teams are made up of multi disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. This role will be to conduct assessment and clinically manage children and young people with

mental health issues, facilitate group work and to provide support to Health Professional Level 1 (HP1), HP2 HP3, Registered Nurses (RN's) and allied health assistants. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory - For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy. Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Eligibility for professional membership of Occupational Therapy Australia and must hold a current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA) and must hold a current driver's licence. Highly Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. For Social Work: Degree in Social Work; Eligibility for membership of the Australian Association of Social Workers; Be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and must hold a current driver's licence. Highly desirable for all disciplines: Minimum of three years (ideal five years) post qualification and experience in working with children and young people. Prior to commencement successful candidates will be required to: Comply with ACT Health credentialing requirements for allied health professionals; comply with ACT Health Occupational Assessment, Screening and Vaccination policy and undergo a pre-employment Police check.

Contact Officer: Catherine Furner (02) 6205 1472 catherine.furner@act.gov.au

Population Health, Protection and Prevention

Health Improvement

Epidemiology

Senior Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 23742)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Population Health Protection and Prevention (PHPP) has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Protection and Prevention Division is headed by the Chief Health Officer, who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Improvement Branch (HIB) has carriage of policy and program delivery in the areas of health promotion and preventive health. The HIB also collects analyses and disseminates information on the health status and health-related behaviours of the ACT population which can be used to monitor, evaluate and guide health planning and policy. The Epidemiology Section, in the Health Improvement Branch of Population Health Protection and Prevention, provides population health monitoring and reporting for the ACT population. The Section collects analyses and disseminates population health information for the purposes of informing public health policy and programs. The Epidemiology Section is seeking an enthusiastic and motivated Project Officer to support its current work program. The position largely involves program administration responsibilities, relating to the delivery of a population-based school health surveillance program within time and budget. The role also includes assisting with compiling health reports and indicators for web publication, managing data requests, presenting and publishing the results of epidemiological analysis, including writing population health fact sheets and articles for peer-reviewed publication, preparing reports, Ministerial/Cabinet briefings and submissions and correspondence on population health issues in the ACT and other duties that support the work of the Section.

Eligibility/Other Requirements: Desirable: Tertiary qualifications in epidemiology, health-related or social research methods. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

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

Contact Officer: Hai Phung (02) 6205 2609 hai.phung@act.gov.au

Canberra Hospital and Health Services

Mental, Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health Service (CAMHS)

Perinatal Mental Health Team Manager

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 12873)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS), Perinatal Mental Health Consultation Service (PMHCS) provides mental health assessment, treatment and other services including support, advice and referrals for women from conception to 12 months after giving birth experiencing moderate to severe mental health issues. The role will require the team manager to provide management and leadership of the multidisciplinary team who provide triage, assessment and clinical intervention to Perinatal women experiencing mental health issues. The role will also require the individual to undertake professional development and supervision, provide support to HP1, HP2 and HP3 clinicians, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy; registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA); eligibility for professional membership of Occupational Therapy Australia. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA). For Social Work: Degree in Social Work. Eligibility for membership of the Australian Association of Social Workers. Desirable: HP3: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. Minimum of three years (ideal five years) post qualification. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: Must be available to work within all program areas of CAMHS as service needs arise.

Contact Officer: Catherine Furner (02) 6205 1756 catherine.furner@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health Services

Childhood Early Intervention Officer

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 20828)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Health Professional Officer 3 position is in Childhood Early Intervention Program. This program sits within Child and Adolescent Mental Health Services. The teams consist of Social Workers, Occupational Therapist, Psychologist, and Allied Health Assistant. This program provides specialist mental health early intervention assessment, education for teachers, targeted group work, single session and family interventions. It provides secondary consultation and works closely with the Department of Education,

Australian National University and Child and Family Centres. The Childhood Early Intervention Program works with primary schools within the ACT. The Health Professional will be working within the setting of a multidisciplinary team to provide a high standard of practice in the provision of a school based early intervention- social, emotional and behaviour program for children in primary schools. Under the supervision of the early intervention program coordinator the clinician will collaborate with various schools to develop and deliver services which ensure the consistent early detection, treatment and prevention of emerging severe social, emotional and behavioural difficulties in primary school aged children.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy. Registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA). Eligibility for professional membership of Occupational Therapy Australia. Current driver's licence. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA). Current driver's licence. Highly Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students.

For Social Work: Degree in Social Work. Eligibility for membership of the Australian Association of Social Workers. Current driver's licence. Highly desirable for all disciplines: Minimum of three years (ideal five years) post qualification. Experience in working with children and young people. Prior to commencement successful candidates will be required to: Comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals. Comply with ACT Health occupational screening requirements related to immunisation. Undergo a pre-employment Police check.

Note: There are two positions available. One is a full-time position and the other is part-time at 22.03 hours per week and the full-time salary noted above will be paid pro rata. An order of merit may be established to fill future identical vacancies which may arise within a 12 month period. Selection may be based on written application and referee reports only.

Contact Officer: Charmaine Nicoll (02) 6207 6040 charmaine.nicoll@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Childhood Early Intervention Clinician

Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 20269)

Gazetted: 21 September 2017

Closing Date: 28 September 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS) and Justice Health Services (JHS). Overview of the work area and position: The role includes working within a multidisciplinary team to provide a high standard of practice in the provision of a school based early intervention- social, emotional and behaviour program for children in primary schools. Under the supervision of

the early intervention program coordinator this role will collaborate with various schools to develop and deliver services to ensure the consistent early detection, treatment and prevention of emerging severe social, emotional and behavioural difficulties in primary school aged children.

Eligibility/Other Requirements: Mandatory: For Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy. Registration or eligibility for registration with Australian Health Practitioner Regulation Agency (AHPRA). Eligibility for professional membership of Occupational Therapy Australia. For Psychology: Be registered or be eligible for general registration with Australian Health Practitioner Regulation Agency (AHPRA). For Social Work: Degree in Social Work. Eligibility for membership of the Australian Association of Social Workers. Highly Desirable: Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Students. Mandatory for all disciplines: Current driver's licence. Highly desirable for all disciplines: Minimum of 3 years (ideal 5 years) post qualification. Experience in working with children and young people. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals and comply with ACT Health occupational screening requirements related to immunisation.

Note: This is a permanent, part-time position at 22:03 hours per week and the full-time salary noted above will be paid pro rata. An order of merit may be used to fill future identical vacancies within a 12 month period. Selection may be based on written application and referee reports only.

Contact Officer: Charmaine Nicoll (02) 6207 6040 charmaine.nicoll@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 Courts and Tribunal

Executive

Executive Assistant

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 42325)

Gazetted: 15 September 2017

Closing Date: 25 September 2017

Details: The ACT Courts and Tribunal (ACTCT) is seeking a highly organised and self-motivated person to perform the role of Executive Assistant. This is a key position working to provide administrative and personal support to both the Principal Registrar of ACTCT and the Registrar of the ACT Magistrates Court. This is a varied and dynamic role and is ideally suited to a highly proactive and adaptable individual with previous experience as an Executive/Personal Assistant who possesses outstanding communication skills, has an eye for detail and be adept at meeting tight deadlines in a busy working environment, under limited direction. The role requires highly developed interpersonal skills and the ability to maintain confidentiality and discretion.

Eligibility/Other Requirements: Previous experience as an Executive/Personal Assistant. Previous experience in a legal/court environment would be highly regarded. The willingness to work outside standard work hours and a current driver's licence.

Note: This is a temporary position available for an initial three month period with the possibility of extension up to 12 months. Selection may be based on application and referee reports only.

Contact Officer: Philip Kellow (02) 6205 9772 philip.kellow@courts.act.gov.au

Legislation, Policy and Programs

Road Safety and Transport Regulation

Road Transport Legislation

Manager, Road Transport Legislation

Legal 1 \$61,785 - \$124,436, Canberra (PN: 12055)

Gazetted: 19 September 2017

Closing Date: 3 October 2017

Details: The Justice and Community Safety Directorate is seeking a motivated, well organised person who possesses high level leadership and management experience to join the Road Safety and Transport Regulation

Branch. The position of Manager, Road Transport Legislation has two staff members at the Senior Officer Grade C level. The team is part of the broader Road Safety and Transport Regulation Branch which also comprises the Road Transport Policy and Road Safety Policy teams. Examples of work currently being progressed by the Road Transport Legislation team include development of legislation to incorporate light rail as a public passenger service, evaluation of the alcohol interlock program and road transport regulation changes.

Eligibility/Other Requirements: A degree in Law of an Australian tertiary institution, or a comparable overseas qualification, which, in the opinion of the Chief Executive, is appropriate to the duties of the office.

Note: This is a temporary position available until 27 September 2018.

Contact Officer: Geoff Davidson (02) 6207 7195 geoffrey.davidson@act.gov.au

Transport Canberra and City 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

City Services

City Presentation

Sport and Recreation Facilities

Sportsgrounds Maintenance Officer

General Service Officer Level 3/4 \$47,087 - \$51,420, Canberra (PN: 14034, several)

Gazetted: 20 September 2017

Closing Date: 4 October 2017

Details: The Sport and Recreation Facilities Team is currently seeking candidates to work as part of the Horticultural Maintenance team, to assist in the maintenance activities of ACT Government Sportsgrounds. Duties include general mowing and edging activities, weeding, cleaning facilities, some machinery operation, turf management activities including fertilising, renovation work, line marking and some minor tree surgery work.

Eligibility/Other Requirements: Current driver's licence. Preparedness to wear a uniform and to work anywhere within the ACT.

Note: There are currently two permanent positions available for filling. An order of merit may be established to fill further future vacancies at level which may arise in the next 12 months.

How to Apply: Applications are sought from potential candidates and should include a statement of claims against the selection criteria, contact details of at least two referees and a current curriculum vitae.

Applications should be sent to jobs@act.gov.au

Contact Officer: Dave Mann (02) 6207 5106 or 0417 822 460 dave.mann@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.

City Services

ACT NOWaste

Assets and Landfill Operations

ACT Landfill Rehabilitation Infrastructure Officer

Infrastructure Officer 4 \$119,340 - \$135,587, Canberra (PN: 39238)

Gazetted: 14 September 2017

Closing Date: 21 September 2017

Details: ACT NOWaste Assets and Landfill Operations team is seeking a team member for ACT Landfill Rehabilitation projects. The role provides strategic and technical support and advice to a variety of projects including, but not limited to: West Belconnen Resource Management Centre (WBRMC) – closure and rehabilitation; Mugga Lane Resource Management Centre (MLRMC) – rehabilitation. The role provides high level technical advice, quality assurance, and strategic planning experience and demonstrates rigour and contributes to the development and implementation of best practice in the field.

Eligibility/Other Requirements: A degree in Environmental Science or other qualifications and relevant technical experience deemed equivalent. Minimum five years demonstrated environmental assessment and remediation experience. Current drivers licence.

Note: This is a temporary position available for two years with the possibility of extension. Selection may be based on application and referee reports only.

Contact Officer: Anthony Haraldson (02) 6207 5345 anthony.haraldson@act.gov.au

Suburban Land Agency

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

Finance

Financial Accounting

Finance Policy Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39269)

Gazetted: 18 September 2017

Closing Date: 4 October 2017

Details: Applications are invited from suitably experienced candidates from public or private sector backgrounds to join the Suburban Land Agency Finance team as the Finance Policy Manager. The team provides financial support and advice to the Board, Senior Executives and Management within the organisation. Given the consultative nature of the role, it is essential that the candidate has well developed research skills with a strong focus on effective communication and internal stakeholder management. This position will suit a confident professional who is capable of leading and influencing others and is adaptable to a changing environment. This represents a great opportunity for private sector professionals to enter the public sector at a senior level or for existing public sector employees to progress their career.

Eligibility/Other Requirements: The ideal candidate will be degree qualified, completion of or working towards Chartered Accountant/Certified Practising Accountant qualification and will have a background in audit, business process improvement or financial accounting.

Note: A merit list may be established to fill future vacancies at level, which may arise over the next 12 months.

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

Contact Officer: Nicole Munyard (02) 6207 2981 nicole.munyard@act.gov.au

APPOINTMENTS

Canberra Institute of Technology

Administrative Services Officer Class 3 \$60,039 - \$64,616

Ming-Yi Wu 844-79265, Section 68(1), 13 September 2017

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 4 \$66,656 - \$72,175

Jonathan Cauilan 844-77139, Section 68(1), 18 September 2017

Administrative Services Officer Class 4 \$66,656 - \$72,175

Nam Ly 827-58738, Section 68(1), 18 September 2017

Administrative Services Officer Class 4 \$66,656 - \$72,175

Yina Zhao 827-41004, Section 68(1), 18 September 2017

Education

Senior Officer Grade B \$118,319 - \$133,197

Louise Selles 831-40614, Section 68(1), 14 September 2017

Health

Registered Nurse Level 1 \$63,548 - \$84,888

Arun Babu 853-70130, Section 68(1), 20 November 2017

Registered Nurse Level 2 \$88,249 - \$93,533

Kayla Bezuidenhout 848-83778, Section 68(1), 16 November 2017

Administrative Services Officer Class 3 \$60,039 - \$64,616

Elliott Bowyer 847-26676, Section 68(1), 1 October 2017

Senior Officer Grade C \$100,462 - \$108,140

Meaghan Edwards 853-70421, Section 68(1), 18 September 2017

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)

Zoie Fortington 847-00927, Section 68(1), 18 September 2017

Administrative Services Officer Class 2 \$52,991 - \$58,513

Harley Hagan 853-70704, Section 68(1), 14 September 2017

Registered Nurse Level 1 \$63,548 - \$84,888

Clare McCosh 853-51140, Section 68(1), 4 September 2017

Registered Nurse Level 1 \$63,548 - \$84,888

Diana Nhachi 831-21931, Section 68(1), 13 September 2017

Administrative Services Officer Class 5 \$74,081 - \$78,415

Elizabeth Philips 847-02199, Section 68(1), 21 September 2017

Administrative Services Officer Class 2/3 \$52,991 - \$64,616

Sabrina Woodham 840-51891, Section 68(1), 27 September 2017

Transport Canberra and City Services

Bus Operator - Training \$66,212

Yasir Ali 853-70237, Section 68(1), 15 September 2017

Bus Operator - Training \$66,212

Anthony Birtwistle 853-70376, Section 68(1), 15 September 2017

Bus Operator - Training \$66,212

Kamaljit Jassal 853-70317, Section 68(1), 15 September 2017

Bus Operator - Training \$66,212

Shane Lester 853-70253, Section 68(1), 15 September 2017

Bus Operator - Training \$66,212

Ryan Marangon 853-70245, Section 68(1), 15 September 2017

Bus Operator - Training \$66,212

Anne Martin 853-70341, Section 68(1), 15 September 2017

Bus Operator - Training \$66,212

Steven McArthur 853-70325, Section 68(1), 15 September 2017

Administrative Services Officer Class 1 \$47,088 - \$51,800

Susan Pike 853-70632, Section 68(1), 4 September 2017

Administrative Services Officer Class 5 \$74,081 - \$78,415

Alexandra Raineri 853-71010, Section 68(1), 18 September 2017

Bus Operator - Training \$66,212

Lucas Spensberger Von Wiorogorski 853-70368, Section 68(1), 15 September 2017

TRANSFERS

Education

Jason Thornton: 033-29952

From: Health Professional Level 3 \$100,462

Community Services

To: Senior Officer Grade C \$100,462 - \$108,140

Education, Canberra (PN. 34542) (Gazetted 1 August 2017)

Health

Wichat Srikusalanukul: 780-52847

From: Senior Officer Grade C \$100,462 - \$108,140

Health

To: Health Professional Level 4 \$100,462 - \$108,140

Health, Canberra (PN. 10796) (Gazetted 20 July 2017)

Justice and Community Safety

Sarah Cramond: 820-74416

From: Administrative Services Officer Class 6 \$91,356

Justice and Community Safety

To: Administrative Services Officer Class 6 \$79,824 - \$91,356

Justice and Community Safety, Canberra (PN. 36115) (Gazetted 21 September 2017)

Craig Cuttance: 827-11462

From: Administrative Services Officer Class 6 \$79,824 - \$91,356

Justice and Community Safety

To: Administrative Services Officer Class 6 \$79,824 - \$91,356

Justice and Community Safety, Canberra (PN. 13889) (Gazetted 19 April 2017)

PROMOTIONS

Chief Minister, Treasury and Economic Development

ACT Insurance Authority

ACT Insurance Authority

Melanie Bicket: 848-78370

From: Administrative Services Officer Class 3 \$60,039 - \$64,616

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415

Chief Minister, Treasury and Economic Development, Canberra (PN. 56110) (Gazetted 21 September 2017)

Enterprise Canberra

Innovate Canberra

Strategy and Policy

Sean Kelly: 821-07556

From: Senior Officer Grade C \$100,462 - \$108,140

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$118,319 - \$133,197

Chief Minister, Treasury and Economic Development, Canberra (PN. 38177) (Gazetted 30 March 2017)

Corporate

Corporate People and Capability

Workplace Relations

Leighton Phipps: 817-45695

From: Administrative Services Officer Class 6 \$79,824 - \$91,356

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$100,462 - \$108,140

Chief Minister, Treasury and Economic Development, Canberra (PN. 56046) (Gazetted 2 August 2017)

Community Services

Housing and Community Services

Housing ACT

Social Housing and Homelessness Services

Min McIntyre: 836-12730

From: Senior Officer Grade C \$100,462 - \$108,140

Community Services

To: †Senior Officer Grade B \$118,319 - \$133,197

Community Services, Canberra (PN. 37663) (Gazetted 19 July 2017)

Education

School Performance and Support

Student Engagement

Student Wellbeing

Tejwinder Kaur: 741-15425

From: Health Professional Level 4 \$100,462 - \$108,140

Community Services

To: †Health Professional Level 6 \$137,415
Education, Canberra (PN. 38907) (Gazetted 30 June 2017)

School Performance & Improvement

Belconnen Network

University of Canberra Senior Secondary College, Lake Ginninderra

Nicole McDonald: 817-32288

From: Administrative Services Officer Class 4 \$66,656 - \$72,175

Education

To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Education, Canberra (PN. 37407) (Gazetted 21 September 2017)

Business Services

Governance and Community Liaison

Complaints and Liaison Unit

Cheryl-Lyn Noble: 853-47248

From: Administrative Services Officer Class 3 \$60,039 - \$64,616

Education

To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Education, Canberra (PN. 38383) (Gazetted 7 April 2017)

School Performance and Improvement

Belconnen Network

University of Canberra Senior Secondary College, Lake Ginninderra

Lisa Parker: 775-68227

From: School Assistant 2 \$45,058 - \$49,757

Education

To: School Assistant 3 \$51,053 - \$54,947
Education, Canberra (PN. 35415) (Gazetted 21 September 2017)

Environment, Planning and Sustainable Development

Sustainability and Climate Change

Sustainability Programs

Alison Rowe: 844-00852

From: Administrative Services Officer Class 5 \$74,081 - \$78,415

Environment, Planning and Sustainable Development

To: Administrative Services Officer Class 6 \$79,824 - \$91,356

Environment, Planning and Sustainable Development, Canberra (PN. 21011) (Gazetted 21 September 2017)

Health

Canberra Hospital and Health Services

Mental, Health, Justice Health, Alcohol and Drug Services

Michelle Champagne: 845-22227

From: Health Professional Level 2 \$61,784 - \$84,816

Health

To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Health, Canberra (PN. 23845) (Gazetted 16 March 2017)

Canberra Hospital and Health Services

Women Youth and Children

Women and Babies

Megan Clement: 845-21232

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health
To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 22481) (Gazetted 13 July 2017)

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

Belinda Connors: 735-30336

From: Registered Nurse Level 2 \$88,249 - \$93,533
Health
To: †Registered Nurse Level 3.1 \$101,175 - \$105,339
Health, Canberra (PN. 33487) (Gazetted 13 April 2017)

**Canberra Hospital and Health Services
Medicine**

Cardiology

Lorraine Cunningham: 786-46346

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health
To: Registered Nurse Level 1 \$63,548 - \$84,888
Health, Canberra (PN. 24073) (Gazetted 6 July 2017)

**Canberra Hospital and Health Services
Medicine**

Clinical

Amy Jones: 835-90500

From: Registered Nurse Level 2 \$88,249 - \$93,533
Health
To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 19243) (Gazetted 6 July 2017)

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

Danielle Kurr: 845-20942

From: Health Professional Level 2 \$61,784 - \$84,816
Health
To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Health, Canberra (PN. 17213) (Gazetted 24 August 2017)

**Canberra Hospital and Health Services
Medicine**

Clinical

Ricci Llenos: 824-32199

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health
To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 12098) (Gazetted 13 July 2017)

**Canberra Hospital and Health Services
Colin Noonan: 762-87490**

From: Allied Health Assistant 3 \$61,115 - \$67,825
Health
To: †Registered Nurse Level 3.1 \$101,175 - \$105,339
Health, Canberra (PN. 38943) (Gazetted 8 June 2017)

Canberra Hospital and Health Services

Deputy Director General Canberra Hospital and Health Services

Tara Ross: 799-89113

From: Administrative Services Officer Class 5 \$74,081 - \$78,415
Health

To: †Senior Officer Grade B \$118,319 - \$133,197
Health, Canberra (PN. 23763) (Gazetted 17 August 2017)

Canberra Hospital and Health Services

Medicine

Clinical

Jeena Saga: 834-44546

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 10648) (Gazetted 13 July 2017)

Corporate

David Smith: 817-42814

From: Senior Officer Grade C \$100,462 - \$108,140
Health

To: †Senior Officer Grade B \$118,319 - \$133,197
Health, Canberra (PN. 25392) (Gazetted 27 July 2017)

Canberra Hospital and Health Services

Medicine

Clinical

Carys Williams: 799-83053

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 16866) (Gazetted 13 July 2017)

Canberra Hospital and Health Services

Women Youth and Children

Women and Babies

Kristen Winton: 842-88514

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 22329) (Gazetted 13 July 2017)

Independent Competition and Regulatory Commission

Administration Team

Fiona Platzer: 848-68156

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4/5 \$66,656 - \$78,414
Independent Competition and Regulatory Commission, Canberra (PN. 09308) (Gazetted 3 August 2017)

Transport Canberra and City Services

City Services

Roads ACT

Traffic Management and Safety

Gilbert Ortiz: 853-41866

From: Infrastructure Officer 1 \$66,251 - \$78,280

Transport Canberra and City Services

To: †Infrastructure Officer 3 \$100,694 - \$110,536

Transport Canberra and City Services, Canberra (PN. 23563) (Gazetted 21 September 2017)

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.

Chief Operating Officer Group

Human Resources

Ross Darron Shadbolt: 835-68442

From: Administrative Services Officer Class 6 \$79,824 - \$91,356

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$100,462 - \$108,140

Transport Canberra and City Services, Canberra (PN. 38901) (Gazetted 30 June 2017)

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.