



ACT Government Gazette

Gazetted Notices for the week beginning 22 March 2018

VACANCIES

Calvary Health Care ACT (Public)

Various

Occupational Therapist

Health Professional Level 3 \$89343, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 29 March 2018

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

Reference No 16868

Contact Officer: Evelyn Sheppard-Castillo (02) 6201 6982 HR@calvary-act.com.au Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Sonographer

Health Professional Level 4 \$108,140, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 23 April 2018

Details: Full position details can be seen on Calvary Public Hospital Bruce's website,

<https://calvary.mercury.com.au>

Reference No 16946

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@calvary-act.com.au Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Recruitment Officer

Administrative Services Officer Class 4/5 \$66,656 - \$78,415, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 1 April 2018

Details: Full position details can be seen on Calvary Public Hospital Bruce's website,

<https://calvary.mercury.com.au>

Reference No 17012

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Radiographer

Health Professional Level 3 \$87,257 - \$91,942, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 1 April 2018

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

Reference No 16906

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@calvary-act.com.au Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Administration Officer

Administrative Services Officer Class 2 \$52 991 - \$58513, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 1 April 2018

Details: Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au> Reference No 16420

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@calvary-act.com.au

Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Corporate Services Manager

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

Gazetted: 27 March 2018

Closing Date: 28 March 2018

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

Reference No 17029

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@calvary-act.com.au Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Administration Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 1 April 2018

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

Reference No 16998

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@calvary-act.com.au Applications can be forwarded to: <https://calvary.mercury.com.au>

Various

Senior Staff Specialist - Physician

Senior Staff Specialist or Staff Specialist Band 1-5 \$164,470 - \$222,205, Canberra (PN: Several)

Gazetted: 28 March 2018

Closing Date: 8 April 2018

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au> Reference No 17016

Contact Officer: Evelyn Sheppard Castillo (02) 6201 6982 HR@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 People and Organisational Governance

CIT Human Resources

Senior Staffing Advisor

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 39872)

Gazetted: 27 March 2018

Closing Date: 12 April 2018

Details: Canberra Institute of Technology (CIT) Human Resources (HR) is seeking an experienced energetic individual to fulfil a role within the Recruitment Team. This is an opportunity to work collaboratively with CIT staff and provide leadership and guidance to team members to ensure high quality client service and best practice in

relation to recruitment, selection and the employee lifecycle. If you have the experience and skills to contribute to our team we would welcome an application from you. CIT supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant qualifications to the human resource environment are desirable.

Experience using information systems (such as Chris21 and BANNER) are highly desirable.

Notes: This is a temporary position available until 28 December 2018 with the possibility of extension. '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, & Section 20 – Direct promotion – general and CIT Enterprise Agreements.'

Contact Officer: Kate Browning (02) 6207 3318 kate.browning@cit.edu.au

Education and Training Services

Education and Training Services Management

Project Manager, Innovative Learning Resources

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 39730)

Gazetted: 27 March 2018

Closing Date: 5 April 2018

Details: In July 2016 the Canberra Institute of Technology (CIT) Board launched its new vision for CIT through the Strategic Compass 2020. To support the transformation to meet the new vision, CIT was provided funding until the end of 2017 for nine Strategic Compass projects. CIT has agreed to continue with the projects beyond the end of 2017. A Project Manager is required to lead a multi-disciplinary team in the development of flexible delivery methodologies using contemporary digital environments, appropriate educational technologies and innovative learning resources. This role will also provide technical advice on system requirements to support the use of innovative learning resources to ensure sustainability, compliance and quality. In addition, this Project Manager will also be required to provide support as needed to the other eight Strategic Compass projects, particularly those that have strong dependencies on the Innovative Learning Resources project such as the Innovation, Digitalisation, Evolving Teacher and Evolving Together projects. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/ Other Requirements: A sound understanding of the Vocational Education and Training (VET) environment is required. Tertiary education relevant to the position is desirable.

Note: This is a temporary position available until 31 December 2019 with the possibility of extension up to but not exceeding five years in total. '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, & Section 20 – Direct promotion – general and CIT Enterprise Agreements.'

Contact Officer: Paula McKenry (02) 6207 3106 paula.mckenry@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

Policy and Cabinet

Strategic Policy and Cabinet

Director, Cabinet

Executive Level 1.3 \$228,037 - \$237,944 depending on current superannuation arrangements, Canberra (PN: E287)

Gazetted: 23 March 2018

Closing Date: 30 March 2018

Details: Policy and Cabinet Division provides advice and direction across the ACT Public Service on complex policy matters, incorporating a central agency coordination role in strategic planning, social and economic policy, and regional policy and engagement.

The Division supports the Chief Minister, Cabinet and the Director-General as Secretary of Cabinet, through the provision of policy and support, including Cabinet secretariat functions and advice, requiring we work closely with Directorates across the service. The Director of Cabinet provides leadership and direction on delivering high quality advice on Cabinet and Assembly business.

Remuneration: The position attracts a remuneration package ranging from \$228,037 to \$237,944 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$180,124.

Contract: The successful applicant will be engaged under a performance based contract for a period of up to five years. Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Note: Applicants should submit a two page statement of claims based around the selection criteria which draw from the Executive Capabilities.

Contact Officer: Further information about the position is available from Sam Engele sam.engele@act.gov.au (02) 6205 0230

Infrastructure Finance and Capital Works

Civil Infrastructure

Lead Senior Manager

Infrastructure Manager/Specialist 3 \$174,951, Canberra (PN: 40293)

Gazetted: 22 March 2018

Closing Date: 5 April 2018

Details: Infrastructure Finance and Capital Works facilitates the procurement of over \$500 million of capital works on behalf of the ACT Government agencies; prepares tenders and contracts; project manages works; develops, implements and provides advice on procurement policy and processes; maintains the Government's Contracts Register; administers the Government's prequalification and Work Health and Safety Active Certification schemes; and delivers Government capital works and infrastructure projects. The position of Lead Manager, Civil Infrastructure branch, is responsible for managing a team of staff with responsibility for a broad range of detailed design and construction projects, and managing large complex high-risk capital works program, as directed. This is a significantly important role that engages across the community and provides the opportunity to truly make a difference across the ACT.

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

Contact Officer: Darren Smith (02) 6207 7431 darren.smith@act.gov.au

Policy and Cabinet

Strategic Policy

Infrastructure, Environmental and Social Strategic Policy

Manager, Strategic Policy

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 35279)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

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 enjoy working with a variety of people, and producing high quality written and oral briefings? Policy and Cabinet is looking for an experienced Manager to join the Infrastructure, Environmental and Social Strategic Policy team. We oversee policy work relating to health, education, planning, transport, city services, environment, climate change, land release, housing 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 a people-focussed leader, and love to explore different policy challenges every day, this is the job for you.

Eligibility/Other Requirements: Qualifications in Economics and experience in an area related to the team's responsibilities will be highly regarded.

How to Apply: Please send a statement addressing the selection criteria, a current Curriculum Vitae and contact details for two referees to jobs@act.gov.au by the closing date.

Contact Officer: Alexander Nockels (02) 6207 4876 alexander.nockels@act.gov.au

Access Canberra

Customer Coordination

Contact Centre

Senior Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 18911)

Gazetted: 28 March 2018

Closing Date: 4 April 2018

Details: Under broad direction from the Director, Customer Coordination Division; Manage the operations of the contact centre including the achievement of output measures and other key performance targets; Manage the allocation of budgeted financial resources including maintaining staffing levels, seeking efficiencies in business processes and identifying means of increasing contact centre revenue; Manage the strategic development of the contact centre including attracting and implementing new government contact centre information and transactional services; Manage contact centre projects at a branch, directorate and whole of government level; Maintain full operating procedures and readiness to respond to emergency situations and public information dissemination; Lead, co-ordinate, develop and motivate individuals and teams towards shared goals and commitments; Perform tasks related to the business outcomes of the unit as required; Accountability for ensuring a safe and equitable working environment, including the appropriate management of work related injuries.

Eligibility/Other Requirements: Must be able to work non standard hours during emergency events.

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

Contact Officer: Kevin Bell (02) 6205 3860 kevin.bell@act.gov.au

Infrastructure Finance and Capital Works

Operations

Manager, Industrial Relations and Employment Obligations Strategy (IRE) and Pre-qualification Projects

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 36608)

Gazetted: 22 March 2018

Closing Date: 29 March 2018

Details: Applications are sought for the role of Manager, Industrial Relations and Employment Obligations Strategy (IRE) and Pre-qualifications Projects, Senior Officer Grade B. Infrastructure Finance and Capital Works facilitates the procurement of over \$500 million of capital works on behalf of the ACT Government agencies. The Division prepares tenders and contracts; project manages works; develops, implements and provides advice on procurement policy and processes; maintains the Government's Contracts Register; administers the Government's prequalification and Work Health and Safety Active Certification schemes; and delivers Government capital works and infrastructure projects. The Manager, IRE and Pre-qualification Projects, reports to the Senior Manager Projects and the Executive Director, Operations to implement strategic initiatives relating to goods and services and infrastructure and capital works procurement. This role works across the Infrastructure Financing and Capital Works Division and Goods and Services Procurement to develop and implement whole of government procurement and construction industry policies on the IRE and the Secure Local Jobs Code (currently in draft). Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available from 23 March 2018 – 30 June 2018 with the possibility of extension and/or permanency. Selection may be based on application and referee reports only. Interested candidates should submit no more than a three pages (addressing the selection criteria), details of two referees and a current CV.

Contact Officer: David Robertson (02) 6205 4534 david.robertson@act.gov.au

Enterprise

Events ACT

Event Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 11949, several)

Gazetted: 27 March 2018

Closing Date: 12 April 2018

Details: Events ACT is seeking two down-to-earth, professional and highly experienced Event Managers with extensive relevant experience and a proven track record in event project management, leadership, people management and financial management. Being part of a dynamic and fast-paced team environment, the

successful candidates will be highly motivated, reliable and trustworthy, willing and committed to contribute to a high performing team. They will have excellent presentation and communication skills, and will represent Events ACT positively and professionally in business discussions and commercial negotiations. Modelling the ACT Public Service Values and Signature Behaviours of respect, integrity, collaboration and innovation, the candidates will show initiative and lead by example. The Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: These are permanent ongoing positions commencing immediately. If this sounds like you, then submit an application addressing the selection criteria outlined in the position description, provide a current curriculum vitae and details of two referees.

Contact Officer: Jo Verden (02) 6205 0554 jo.verden@act.gov.au

Infrastructure Finance and Capital Works

Governance and Contracts

Senior Procurement Policy Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 32181)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: Infrastructure Finance and Capital Works is looking for a suitably qualified candidate to fill a Senior Procurement Policy Officer's role within the Governance and Contracts Business Unit. The successful candidate will be in a small and dynamic team assisting the Senior Manager Procurement Policy in the development and implementation of procurement policy and procedures, including preparation of associated documentation and material for the intranet and website. An interest in policy development, development of new ideas, and strong written, research and analytical skills are essential for this role, as is the ability to manage a series of challenges at the same time. The successful candidate will enjoy working closely with others and be able to liaise across government with people with a range of roles and levels. The candidate will also need to adhere to and promote the principles of the Respect Equity and Diversity (RED) Framework, Workplace Health and Safety (WHS), and the ACTPS Values and Signature Behaviours to maintain a safe, healthy and fair workplace for all staff. The position reports to the Senior Manager Procurement Policy.

How to Apply: Applicants should address the selection criteria in no more than two pages, provide details of two referees and a current Curriculum Vitae via email to jobs@act.gov.au on the due date as advertised.

Contact Officer: Jan Pearse (02) 6207 2625 jan.pearse@act.gov.au

Infrastructure Finance and Capital Works

Commercial Infrastructure and Major Project

Infrastructure Officer

Infrastructure Officer 2 \$79,919 - \$91,947, Canberra (PN: 36011, several)

Gazetted: 22 March 2018

Closing Date: 3 April 2018

Details: Finance Infrastructure and Capital Works is looking for suitably qualified candidates to fill Infrastructure Officer 2 roles in a variety of projects where the primary responsibilities are to: Under general direction, contribute to the delivery of the ACT Law Courts Public Private Partnerships (PPP) project and other Infrastructure Finance and Capital Works (IFCW) projects within time, cost and scoping targets. As part of a team, provide sound project, procurement and contract management on behalf of partner directorates such as Justice and Community Safety (JACS), Transport Canberra and City Services (TCCS) and other partner agencies. Tasks will include reviewing technical specifications, financial reports and briefs, and technical content of submissions and tender documents for adequacy, compliance and fitness for purpose. Candidates will be required to adhere to the Government's procurement processes in line with The Capital Framework (TCF). This will include an understanding of the application of the design process, contractual requirements, program control, cost control, alternative delivery methods, and statutory requirements. Candidates will also need to support administration functions and governance processes in support of the Business Unit and adhere to and promote an awareness of the principles of the Respect Equity and Diversity (RED) Framework, workplace health and safety, the ACT Public Service Values and Signature Behaviours, and workforce diversity, to maintain a safe, healthy and fair workplace for all staff. The position reports to the Senior Manager/ Team Leader. The Chief Minister, Treasury and Economic Development

Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Contact Officer: Barry Ingram (02) 6207 0037 barry.ingram@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

Corporate Services

Finance and Budget

Executive Assistant

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 37376)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: The Finance and Budget branch is seeking an Executive Assistant. The Executive Assistant will be required to provide high-level support to the Senior Director as well as undertaking coordination, liaison, monitoring flow and output from the Senior Director's office and providing administrative support and advice on activities of the unit.

Eligibility/Other Requirements: Proven high-level competency in working for a Senior Executive and the ability to handle a variety of computer applications.

Contact Officer: Ian Hubbard (02) 6205 0688 ian.hubbard@act.gov.au

Children, Youth and Families

Children and Families

Child Development Service

Psychologist

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 36139)

Gazetted: 22 March 2018

Closing Date: 5 April 2018

Details: The Psychologist will provide specialist clinical services within a community based, multidisciplinary team within the Child Development Service. The successful applicant will be involved in providing assessment of children who have been referred for Autism Spectrum Disorder (ASD) assessment (including consideration of possible differentials) and may also provide assessment of children's development. The psychologist will support children's movement through the service system and provide advice and expertise in clinical decision making to plan service delivery, programming and policy development. Professionals at this level are expected to exercise independent professional judgement required in solving problems and managing complex cases where principles, procedures, techniques and methods require expansion, adaptation or modification, and provide supervision and professional mentoring to other health professionals within the team.

Eligibility/Other Requirements: Relevant tertiary qualifications in Psychology to include full registration with the Australian Health Practitioner Regulation Agency (AHPRA); at least five years recent practice experience working with children and their carers or families; recent experience in Autism Spectrum Disorder Assessment; a current driver's licence. Demonstrated experience in a broad range of early intervention clinical service delivery areas within a multidisciplinary team; demonstrated experience in providing leadership and/or the relevant skills and abilities required to supervise allied health professionals, professional officers and staff in community based services are highly desirable.

Note: This is a temporary vacancy available until December 2018. Applicants should include the names of two current referees including a current supervisor.

Contact Officer: Michelle Simon (02) 6205 3567 michelle.simon@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Operations

Head Audio and Visual

Level 4 Technician \$63,437, Canberra (PN: 024)

Gazetted: 27 March 2018

Closing Date: 24 April 2018

Details: The Canberra Theatre Centre is looking for interested applicants to fill the technical departments Head of Audio/AV position. The position requires the management of the Audio, Audio Visual and Access services.

Applicants will need to have proven knowledge and experience in professional performing arts theatre venues.

The department head duties requires applicants to work night and weekend shifts on shows, in addition to rostering, maintenance of equipment and audio staff management. A strong understanding of d and b products along with other common touring audio systems is desirable.

Eligibility/Other Requirements: Applicant must provide a written statement addressing the selection criteria.

Note: One year temporary contract with the possibility of a further contract or permanent employment.

Contact Officer: Rohan Cutler (02) 6243 5736 rohan.cutler@act.gov.au

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

Canberra Theatre Centre

Operations

Level 2 Technician Audio/AV

Level 2 Technician \$59,740, Canberra (PN: 3566)

Gazetted: 27 March 2018

Closing Date: 24 April 2018

The Canberra Theatre Centre is looking for interested applicants to fill the technical departments Level 2 Audio position. The position requires the operation of the Audio, Audio Visual and Access services. Applicants will need to have proven knowledge and experience in professional performing arts environments. Duties require applicants to work night and weekend shifts on shows, maintenance of equipment and casual staff supervision. A strong understanding of d and b products along with other common touring audio systems is desirable.

Eligibility/Other Requirements: Applicant must provide a written statement addressing the selection criteria.

Note: One year temporary contract with the possibility of a further contract or permanent employment.

Contact Officer: Rohan Cutler (02) 6243 5736 rohan.cutler@act.gov.au

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

Canberra Theatre Centre

Operations

Level 2 Technician, Lighting

Level 2 Technician \$59,740, Canberra (PN: 3551a)

Gazetted: 27 March 2018

Closing Date: 24 April 2018

The Canberra Theatre Centre is looking for interested applicants to fill the technical departments Level 2 Lighting position. The position requires the operation and maintenance of the Canberra Theatre Centres lighting systems.

Applicants will need to have proven knowledge and experience in professional performing arts theatre venues.

Duties require applicants to work night and weekend shifts on shows, lighting design, programming/operating lighting consoles and casual staff supervision. A strong understanding of common lighting consoles and CAD programs is desirable.

Eligibility/Other Requirements: Applicant must provide a written statement addressing the selection criteria.

Note: One year temporary contract with the possibility of a further contract or permanent employment.

Contact Officer: Rohan Cutler (02) 6243 5736 rohan.cutler@act.gov.au

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

Education

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

Office for Schools

North Canberra/Gungahlin

Palmerston District Primary School

Business Manager

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 38929)

Gazetted: 23 March 2018

Closing Date: 6 April 2018

Details: Palmerston District Primary School is seeking a highly motivated and experienced Business Manager. The successful applicant will maintain the School's financial systems using the MAZE/SAS package, providing financial advice to the Principal and School Board. The successful applicant will also prepare budgets, finance reports, financial returns and conduct regular expenditure reviews against approved allocations and prepare statements/returns to show trends. The successful applicant will also supervise the front office staff and will possess excellent communication and customer service skills and have the ability to work within a busy work environment that has competing demands.

Eligibility/Other Requirements: Prior to commencing 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: Selection may be based on application and referee reports only. Applicants are encouraged to speak with the Contact Officer.

Contact Officer: Melissa Travers (02) 6142 1440 melissa.travers@ed.act.edu.au

School Performance and Improvement

Belconnen Network

Latham Primary School

Business Manager

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 00582)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: An opportunity exists to join the collaborative educational team at Latham Primary School. The successful applicant will be required to manage and administer all the school's finance, budgetary and operational tasks and provide administrative support to the Principal and School Board. This position includes supervision of non teaching staff, liaising with a diverse client group including students, parents, members of the public, teaching staff, contractors and central office directorate personnel ensuring a high quality customer service is delivered. The successful applicant will possess excellent communication and customer service skills and have the ability to work within a busy work environment that has competing demands. This position requires a high understanding of financial and Human Resource (HR) management and computer systems.

Eligibility/Other Requirements: Prior to commencing 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 from 30 April 2018 until 26 January 2019.

Contact Officer: Liz Bobos (02) 6142 0077 liz.bobos@ed.act.edu.au

Office for Schools

Belconnen Network

Giralang Primary School

Classroom Teacher

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 05630)

Gazetted: 28 March 2018

Closing Date: 9 April 2018

Details: Giralang Primary School caters for students Preschool to Year 6. An exciting opportunity exists to join our dynamic and motivated teaching team as a Classroom Teacher of Year 4. The successful applicant will have a strong understanding of the Australian Curriculum, data analysis to inform planning and team collaboration. The successful applicant will be able to develop strong community partnerships and contribute positively to the corporate life of the school. The successful applicant will be familiar with mindfulness practices and neuroscience in education.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and 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 until 25 January 2019 with the possibility of extension.

Contact Officer: Belinda Love (02) 6205 5866 belinda.love@ed.act.edu.au

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

Office for Schools

Tuggeranong Network

Lanyon High School

Classroom Teacher – English and Humanities and Social Science

Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 05688)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: Lanyon High School is committed to supporting student learning outcomes by improving the capacity of all of its staff. We are seeking a flexible and committed teacher who is able to teach both English and Humanities and Social Science (HaSS). Applicants should possess knowledge of both of these teaching areas, including the ability to integrate a range of explicit and effective teaching strategies into classrooms. They must be willing to contribute to the broader school community based on their personal and professional strengths and experience. Also, they should be able to support the overall wellbeing of students by upholding the school values of; Student empowerment, Respectful relationships, Pride in the community and Resilience.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and 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.

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

Contact Officer: Prue Gill (02) 6142 1800 prue.gill@ed.act.edu.au

Tuggeranong

Wanniassa Hills Primary School

Classroom Teacher Year 5

Classroom Teacher \$63,459 - \$100,317, Canberra (PN: 18059)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: We are seeking a highly motivated K-6 Primary Classroom Teacher to join our team. The successful applicant will have a strong understanding of team teaching and planning in an open classroom environment. We are looking for an upper primary teacher capable of developing strong community partnerships and be familiar with teaching through readers workshop, primary connections, and Google Apps for Education. Desired areas of strength include feedback, differentiation, collaborative learning and assessment. The successful candidate will

have a demonstrated strength in curriculum and a willingness to engage with the Cambridge University International Curriculum.

Eligibility/Other Requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and 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.

Contact Officer: John Manders (02) 6142 0600 john.manders@ed.act.edu.au

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

Tuggeranong

Wanniassa Hills Primary School

Building Services Officer 2

General Service Officer Level 6 \$54,949 - \$57,445, Canberra (PN: 01582)

Gazetted: 23 March 2018

Closing Date: 30 March 2018

Details: Wanniassa Hills Primary School is seeking an enthusiastic and energetic person with a broad set of skills for the position of Building Services Officer. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with regard to safety and security hazards. Supervise and monitor the school's maintenance programs, and engaged contractors to a high industry standard. Monitor the security of school buildings and grounds. Undertake repairs and maintenance to the buildings, grounds, fittings, furniture and equipment. Rearrange and/or relocate furniture and equipment within reasonable safety limits. Undertake relevant administrative tasks as required ensuring compliance in relation to risk management, safety and appropriate record keeping.

Eligibility/Other requirements: Mandatory Asbestos Awareness Training: Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. Desirable: A current First Aid certificate.

Note: This position has a starting date of the 7 May 2018.

Contact Officer: John Manders (02) 6142 0600 john.manders@ed.act.edu.au

Office for Schools

North and Gungahlin Network

Principal - Cranleigh School

School Leader A \$148,056 - \$177,776, Canberra (PN: 02175)

Gazetted: 27 March 2018

Closing Date: 12 April 2018

Details: The ACT Education Directorate is looking for a dynamic and innovative educator to lead Cranleigh School. Cranleigh School is a specialist school for students aged between 4 and 12 years situated in the Belconnen region of Canberra. Cranleigh School is seeking an inspirational leader to enhance student learning and independence through individualised learning plans.

Confident. Bold. Ready. If you're looking for a place to create your future – one that is full of brilliant possibilities – Canberra is your city. If you're looking to work within a nation leading public education system with the vibrant and innovative Cranleigh team then please apply.

Eligibility/Other Requirements: Applications are sought from suitably qualified candidates who hold or can gain registration to teach in the ACT prior to commencement and have the right to work in Australia. A minimum of four year's full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is be required. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Judith Hamilton (02) 6205 3313 judith.hamilton@ed.act.edu.au

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

School Performance and Improvement

Tuggeranong

Calwell High School

Executive Teacher Humanities and Social Science (HaSS)

School Leader C \$115,778, Canberra (PN: 02685)

Gazetted: 22 March 2018

Closing Date: 5 April 2018

Details: Callwell High School is a positive community with learning, relationships and wellbeing at its core. We are committed to successful learning for all students through the delivery of differentiated learning; formative assessment practices; the Australian Curriculum and a Positive Behaviours for Learning framework. We are seeking a suitably qualified person who understands and has demonstrated experience in this area to lead and manage a dynamic and innovative Humanities and Social Science (HaSS) team. The successful candidate will also have a whole school responsibility as part of their role.

Eligibility/Other requirements: Prior to commencing in this role a minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification; a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and 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.

Contact Officer: Paul Van Campenhout (02) 6205 6833 paul.vancampenhout@ed.act.edu.au

System Policy and Reform

Planning and Analytics

Enrolment Policy

Assistant Manager, Enrolment Policy

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 40278)

Gazetted: 27 March 2018

Closing Date: 10 April 2018

Details: An opportunity exists for an energetic person to join ACT Education's Planning and Analytics Branch. The branch is seeking an application to work in a small motivated team that oversees enrolment policy for public schools in the ACT. The successful applicant will be responsible for the development and maintenance of a program and analysis of enrolment policies, procedures and governance arrangements. The successful applicant will demonstrate the ability to research, advise and prepare high-quality written and verbal advice on complex enrolment policy and procedural matters related to public schools in the ACT. The position requires the well developed liaison and representational skills, plus strong project management skills. A detailed understanding of how the Directorate develops policy and procedures or the ability to quickly acquire this would be an advantage.

Contact Officer: David Jones (02) 6205 9401 david.jones@act.gov.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

Land Supply and Policy

Building Policy

Policy Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 40271, several)

Gazetted: 22 March 2018

Closing Date: 5 April 2018

Details: The Building Policy team is looking for two temporary policy officers to be part of our small team. You will have a chance to work on major policy reforms including the ACT Government's building regulatory reform program as well other reforms to improve the safety, health, amenity and sustainability of the built environment. These positions require excellent policy development, project management and written communication skills, and experience in policy and regulatory reforms for the building and construction sector.

Eligibility/Other Requirements: Relevant tertiary qualifications or experience related to: alternative dispute resolution schemes; practitioner licensing/regulation; practitioner and project-based insurance, funding and trust accounts; security of payments; building and construction contracts; and building surveying or another relevant technical field are highly desirable.

Note: These are temporary positions available until the 30 June 2018 with the possibility of extension and/or permanency.

Contact Officer: Vanessa Morris (02) 6205 9462 vanessax.morris@act.gov.au

Health

Selection documentation for the following positions may be downloaded from

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

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

Canberra Hospital and Health Services

Cancer, Ambulatory and Community Health Support

Radiation Oncology

Radiation Therapist Area Supervisor

Radiation Therapist Grade 4.2 \$122,782 - \$125,872, Canberra (PN: 11992)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 Radiation Oncology Department at the Canberra Region Cancer Centre has an exciting opportunity for a highly experienced, dynamic and motivated Radiation Therapist Area Supervisor. Working in partnership with the Chief and Deputy Chief Radiation Therapists this full-time position is responsible for the daily operational management of a clinical area of Radiation Oncology such as Radiation Therapy treatment or planning. The position will have the opportunity to rotate through and lead the Planning and Treatment areas. The successful occupant will be responsible for provision of effective clinical leadership, implementation of evidence based innovation that supports practice improvement, efficient and safe operational management and the development of both the service and staff. The Radiation Oncology Department provides state of the art radiotherapy treatment facilities combined with quality care for ACT and regional cancer patients. The department is currently equipped with the latest technology including four Varian linear accelerators with Image-Guided Radiation Therapy (IGRT)/Intensity-Modulated Radiotherapy (IMRT)/Stereotactic options, two dedicated Computed Tomography (CT) Simulators, Superficial X-Ray Radiation Therapy (SXRT), Pinnacle 3D RTTPS, iPlan SRS planning system, ExacTrac imaging system, High Dynamic Range (HDR) brachytherapy and ARIA Oncology Information System.

Eligibility/Other Requirements: Mandatory: A recognised tertiary (or equivalent) qualification in Radiation Therapy; unconditional registration as a Radiation Therapy Practitioner with the AHPRA Medical Radiation Practice Board of Australia; ACT Radiation Council License to operate radiation emitting apparatus used for Radiation Therapy purposes. 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: Sarah Mogford (02) 6244 2284 sarah.mogford@act.gov.au

Canberra Hospital and Health Services

Clinical Support Service

Pharmacy Services

Electronic Medication Management Systems Pharmacist

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 36934)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) 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 Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including: Pharmacy; Biomedical Engineering; Clinical Records Service; Medical Physics and Radiation Engineering and Nursing Clinical Support. Overview of the work area and position: The Canberra Hospital and Health Services (CHHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. The pharmacy team charter is *"Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community"*. In close collaboration with the Medications Systems Team within Digital Solutions Division and with oversight from the Deputy Director of Pharmacy (QUM, Research and Education), the Clinical Information Systems Pharmacist and the Medications Systems Team Manager, the Electronic Medication Management Systems Pharmacist works to improve and support the use of electronic medication management systems as well as driving clinical quality and safety improvement initiatives in response to data derived from electronic systems.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); postgraduate qualifications (or equivalent) in Clinical Pharmacy, Health Informatics or Management or extensive specialist experience deemed equivalent. Desirable: Practical experience in the management of health and/or pharmacy Information Technology (IT) systems; publication/s within peer reviewed journals. 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: The successful applicant may be required to work across multiply sites.

Contact Officer: Stuart Margison (02) 6244 2121 stuart.margison@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Pharmacy Services

Lead Pharmacist (Surgical)

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 28888)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) 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 Pharmacy Department sits in the Division of Clinical Support Services. Clinical Support Services provide a range of services that support the clinical divisions within CHHS. The Pharmacy Department has a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. Under the direction of the Deputy Director of Pharmacy Clinical Services, the pharmacists will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service.

Eligibility/Other Requirements: Mandatory: Be registered (or eligible to be registered) as a pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA); Masters level postgraduate qualifications in Clinical Pharmacy, Management, Education or Research or working towards with extensive clinical pharmacy experience deemed equivalent. Desirable: The Society of Hospital Pharmacists Association (SHPA) membership; membership linked to area of speciality; publication in peer review journals; project management and/or research experience. 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).

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

Contact Officer: Stuart Margison (02) 6244 2121 stuart.margison@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Pharmacy - TCH

Lead Pharmacist Critical Care

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 28893)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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. The pharmacy department sits in the Division of Clinical Support Services. Clinical Support Services (CSS) provide a range of services that support the clinical divisions within Canberra Hospital and Health Services. The following areas are included within this Division: Biomedical Engineering; Clinical Records Service; Medical Physics and Radiation Engineering; Nursing Operational Support, consisting of Ward Services (Wardspersons, Hospital Assistants and Ward Clerks) and Nursing Support (NIMS Unit, NurseBank, Central Equipment Store, Tissue Viability Team and Pastoral Care); Pharmacy; Revenue Data and Revenue and finance services. Overview of the work area and position: The Canberra Hospital and Health Services (CHHS) Pharmacy Department have a dynamic, talented team of over 100 Pharmacists, technicians and support staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. The Lead Pharmacist for Critical Care has an important role in providing professional leadership and support to the Division of Critical Care to manage medicines safely and effectively with the aim of optimising medicines for patients treated in those areas, which includes the Intensive Care Unit and the Emergency Department. The Pharmacy's mission statement is "Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT Health community".

Eligibility/Other Requirements: Mandatory: Appropriate Pharmacist qualifications and eligibility for registration as a pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA). Postgraduate qualifications (or working towards) in Clinical Pharmacy, Management, Education or Research or extensive specialist clinical pharmacy experience deemed equivalent. Highly desirable: Suitable experience as a clinical pharmacist practising at an advanced level in critical care, emergency medicine or acute medicine. Theoretical and practical experience in the management of complex pharmacotherapy, including experience with therapeutic drug monitoring. Project management or research experience. 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*. Work across multiple CHHS locations. Comply with ACT Health credentialing requirements for allied health professionals. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. All new staff will be responsible to have their immunisation status up to date prior to commencing work with ACT Health. Note: This is a temporary position available for a period of three months with the possibility of extension. Contact Officer: Hamed Lane (02) 6244 2121 hamed.lane@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Nursing Administration

After Hours Clinical Nurse Consultant

Registered Nurse Level 3.2 \$114,377, Canberra (PN: 37391)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including: Biomedical Engineering; Clinical Records Service; Medical Physics and Radiation Engineering; Nursing Clinical Support (including Wardspersons, Hospital Assistants, Ward Clerks; e-Rostering, Nursing and Midwifery Resource Office, After Hours Hospital Management Team, Central Equipment and Courier Service, Tissue Viability Unit, Infection Prevention and Control, and Spiritual Support Services) and Pharmacy. The After Hours Clinical Nurse Consultant is responsible for providing out of hours Nursing leadership, operational and clinical support to both clinical and non-clinical staff in conjunction with the After Hours Hospital Manager. The successful applicants will be proactive, flexible, adaptive and comfortable with a changing working environment.

Eligibility/Other Requirements: Mandatory: Current Registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Successful applicants are required to hold or be trained to a competent level in Advanced Life Support. Prior to commencement successful candidates will be required to undergo a pre-employment National Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Desirable: Holds or is working towards a tertiary management and/or nursing qualification.

Note: There are several part-time positions available with varying hours and the full-time salary noted above will be paid pro rata. These roles work a 24 hour rotational roster, inclusive of evenings, nights, weekends and public holidays.

Contact Officer: Kendra Kemister (02) 6174 7130 kendra.kemister@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Women, Youth and Children Community Health Program

Child Protection Training Officer

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 22643)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 Child Protection Training team develops, provides and evaluates all mandatory child protection training for ACT Health

and other health professionals upon request. This includes information around roles and responsibilities according to legislation and policies. In collaboration and consultation with the Child Protection Education and Training team the Child Protection Training Officer participates in the development, presentation and evaluation of education and training programs and strategies in child protection for ACT Health. Are you a nurse who is passionate about education and training? Are you concerned about issues of child protection and family violence? An exciting opportunity has arisen for a suitably qualified Registered Nurse to bring both those qualities to the role of the Child Protection Education Officer. All ACT Health staff are required to undertake essential education regarding their roles and responsibilities in relation to child protection. The Child Protection Training team develops, provides and evaluates all mandatory child protection training for ACT Health and other health professionals upon request. This includes information around roles and responsibilities according to legislation and policies. As a member of a small team, the Child Protection Education Officer is responsible for assisting in the development, presentation and evaluation of education and training programs and strategies in the broad area of child protection for ACT Health. An understanding of the impact of violence, abuse and neglect on children is a critical part of this role.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Desirable: At least five years post graduate experience with three years in a relevant clinical area and vocational or tertiary qualification in Education e.g. Certificate IV in Training and Assessment. 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*.

Note: This is a temporary part-time position available for a period of eight months with the possibility of extension at 24:00 hours per week and the full-time salary noted above will be paid pro-rata.

Contact Officer: Belinda Fry (02) 6244 1078 belinda.fry@act.gov.au

Canberra Hospital and Health Services

Medicine

Gastroenterology and Hepatology

Hepatology Services Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 22194)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 Liver Clinic is responsible for the treatment and management of people living with and affected by chronic liver disease. The successful applicant will be working as an integral part of the Liver team to provide assessment, education, supervision and treatment to clinic patients. The role will include facilitating research and clinical trials pertinent to clinical practice. The applicant should have an interest in working with culturally diverse and often marginalised populations. You will be supported by both medical, nursing and allied health professionals to become a valued member of this multidisciplinary team. The successful applicant will be proactive, flexible, adaptive and comfortable with a changing working environment.

Eligibility/Other Requirements: Mandatory: Registered or eligible to register as a Registered Nurse with Australian Health Practitioner Regulation Agency (AHPRA). 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. Desirable: Post graduate qualification (or progressing towards) in Hepatology or similar.

Note: This is a part-time position at 32 hours per week and the full-time salary noted above will be paid pro rata.

Contact Officer: Anne Blunn (02) 6244 4106 anne.blunn@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Nursing Administration

Clinical Development Nurse – IV Coordinator

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 32303)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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. Overview of the work area and position: The Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including: Biomedical Engineering; Clinical Records Service; Medical Physics and Radiation Engineering; Nursing Clinical Support (including Wardspersons, Hospital Assistants, Ward Clerks; e-Rostering, Nursing and Midwifery Resource Office, After Hours Hospital Management Team, Central Equipment and Courier Service, Tissue Viability Unit, Infection Prevention and Control, and Spiritual Support Services) and Pharmacy.

Eligibility/Other Requirements: *Mandatory:* Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. 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. *Desirable:* Experience in a healthcare facility.

Note: This is a permanent, part-time position at 28 hours per week Monday - Friday business hours and the full-time salary noted above will be paid pro rata.

Contact Officer: Kendra Kemister (02) 6174 7130 kendra.kemister@act.gov.au

Canberra Hospital and Health Services

Medicine

Renal Outpatients

Renal Transplant Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 20475)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

Details: 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 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. The ACT Renal Service offers a range of services for patients with various stages of renal impairment across ACT and Southern NSW Local Health District. These services include Chronic Kidney Disease (CKD) program; acute, satellite and home dialysis; renal transplantation, dialysis access and renal supportive care program. This team has a multidisciplinary approach with an emphasis on research and evidence based practice and is committed to partnering with patients to provide excellent care. The Renal Transplant Nurse is based in Renal Outpatients at Canberra Hospital and reports to Clinical Nurse Consultant Renal Outpatients. Eligibility/Other Requirements: *Mandatory:* Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). *Desirable:* Knowledge, acquired either through formal studies or work experience in relation to quality improvement and clinical governance, as applied to the health setting; knowledge, acquired either through formal studies or work experience in relation to Renal Nursing and a current passenger driver's licence. 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 ten months. This position is a Monday to Friday position.

Contact Officer: Alison Winsbury (02) 6244 3062 alison.winsbury@act.gov.au

**Canberra Hospital and Health Services
University of Canberra Hospital
Rehabilitation, Aged and Community Care
Rehabilitation Care Coordinator
Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 11211)**

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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. Overview of the work area and position: Apply to be part of the team that establishes Canberra's first purpose-built rehabilitation hospital. The University of Canberra Hospital will support people recovering from surgery or injury, or experiencing mental illness. We are looking for an enthusiastic and experienced nurse or allied health professional to fill the Rehabilitation Care Coordinator position. This position will commence at the Canberra Hospital and will transition to the University of Canberra Hospital in early July 2018. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within ACT Health providing multidisciplinary rehab, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, and Independent Living Centre in Weston. Planning is well underway to establish the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. The new hospital, the University of Canberra Hospital (UCH) is part of the ACT Health's planned network of health facilities designed to meet the needs of our ageing and growing population. It is planned that in 2018 the inpatient Rehabilitation units will move from the Canberra Hospital to the University of Canberra Hospital.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or tertiary qualifications or equivalent in an Allied Health Related Field and eligibility for membership of the appropriate professional organization. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Desirable: Post Graduate studies in Health related field. 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 temporary position available for a period of 10 months with the possibility of extension and/or permanency.

Contact Officer: Bianca Gonzales (02) 6244 4144 bianca.gonzales@act.gov.au

**Canberra Hospital and Health Services
Critical Care
Medical Imaging
Radiographer (Medical Imaging)
Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 21308)**

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) 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 Medical Imaging Department is responsible for providing a comprehensive and quality diagnostic imaging services for patients in the ACT and surrounding region. The Radiographer position is a clinical role and will be responsible for the provision of general radiography services during business hours, providing leadership for the whole department afterhours and on weekends. Daily operations include the management of patient scheduling, throughput and care as well as immediate staff and clinical contact, along with the management and operation of General Radiography, including equipment and asset management, financial processes and human resource matters. The Radiographer position is required to support the Medical Imaging Department in the provision of a 24/7 service, this includes shift work, overtime and on-call duties outside normal working hours when required.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); be eligible for an ACT Radiation licence; tertiary qualifications or equivalent in Medical Radiation Science (Radiography). Desirable: Three years post-graduate experience; Angiography, Computed Tomography (CT), Mammography and/or Magnetic Resonance Imaging (MRI) experience. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; if practicing clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any employment being made and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position available for a period of twelve months until 12 April 2019.

Contact Officer: Kate Saunder (02) 6244 2111 kate.saunder@act.gov.au

Canberra Hospital and Health Services

Clinical Support Service

Pharmacy Department

Specialist Pharmacist (Oncology/Haematology)

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 29810)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. 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 pharmacy department sits in the Division of Clinical Support Services. Clinical Support Services provide a range of services that support the clinical divisions within CHHS. The following areas are included within this Division: Pharmacy; Biomedical Engineering; Medical Physics and Radiation Engineering; Nursing Operational Support; Clinical Records. Overview of the work area and position: CHHS

Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. Under the direction of the Lead Pharmacist Child, Adolescent and Community Health Service (CACHS) the Specialist Oncology / Haematology Pharmacist will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service.

Eligibility/Other Requirements: Mandatory: Be registered or eligible for registration as a pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA); masters level post graduate qualifications relevant to this position (e.g. Clinical Pharmacy, Research, Education) and competency standards at the Consolidation Level for Advanced Pharmacy Practice, evidenced through a portfolio of evidence. Desirable: The Society of Hospital Pharmacists of Australia (SHPA) membership linked to this area of specialty; publication in peer reviewed journals; project management and/or research experience. 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 a temporary position available for a period of 12 months.

Contact Officer: Hamed Lane (02) 6244 2121 hamed.lane@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Pharmacy Department

Specialist Pharmacist (Mental Health)

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 26246)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) 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 Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including: Pharmacy; Biomedical Engineering; Clinical Records Service; Medical Physics and Radiation Engineering and Nursing Clinical Support. Overview of the work area and position: CHHS Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. The pharmacy team charter is *"Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community"*. Under the direction of the Lead Pharmacist and Deputy Director of Pharmacy (Clinical), the Specialist Mental Health Pharmacist works closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service to the Mental Health, Justice Health and Drug and Alcohol Services (MHJHADS). MHJHADS includes Adult Acute and Community Mental Health, Child and Adolescent Mental Health, Alcohol and Drug services and Justice Health services.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications (or equivalent) in Pharmacy; eligibility for membership of the Pharmacy Board of Australia; competency standards at the Consolidation Level for Advanced Pharmacy Practice, evidenced through a portfolio of evidence; be registered (or eligible for registration) as a Pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA) and have a current driver's licence. Desirable: Previous project management and/or research experience and publication/s within peer reviewed

journals. 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: Hamed Lane (02) 6244 2121 hamed.lane@act.gov.au

**Canberra Hospital and Health Services
Medicine**

Acute Support Service

Occupational Therapist

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 31520)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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: We seek an enthusiastic Health Professional Level 3 (HPO3) Occupational Therapist to join our team. This position forms a part of our senior staff group. You will have highly developed skills in providing Occupational Therapy in the acute setting. The work is challenging but rewarding and you will assist patients to achieve their goals. The Acute Support Occupational Therapy Team is located within the Division of Medicine. We provide acute focused occupational therapy across a range of clinical practice areas including neurology and neurosurgery, medical and surgical wards, cardiology and renal, the emergency department, plastics, oncology, women's health and paediatrics. Working closely with other disciplines within a multidisciplinary framework, the Acute Support Occupational Therapy Team works to provide an occupationally focused perspective that is unique to our profession. We do this to enhance and support the patient journey through the Canberra Hospital environment and provide our expertise on therapy and restorative processes, recovery and expected outcomes, cognition and memory, and equipment prescription and home modification. The Acute Support Occupational Therapy team is responsible for the delivery of Occupational Therapy services to the acute areas of the Canberra Hospital and ensuring that individual patients' needs are met from the perspective of our profession while contributing to the safe and timely discharge of patients to their home environments in line with best practice. Under operational supervision you will play a key role in providing day to day occupational therapy to a range of patients within a defined caseload area. Through your work you will also assist in meeting the caseload requirements of the broader Occupational Therapy Team.

Eligibility/Other Requirements: Mandatory: Be registered with the Australian Health Practitioner Regulation Agency (AHPRA); tertiary qualifications or equivalent in Occupational Therapy and eligibility for membership of Occupational Therapy Australia and hold a current driver's licence. 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. This position maybe required to participate in overtime, on call and/or rotation roster.

Contact Officer: Domenico Tripodi (02) 6244 3286 domenico.tripodi@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Pharmacy Services

Electronic Medication Management Support Pharmacist

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 36935)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) 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 Clinical Support Services (CSS) division provides support services across the clinical divisions within Canberra Hospital and Healthcare Services. CSS encompasses a mix of disciplines, including: Pharmacy; Biomedical Engineering; Clinical Records Service; Medical Physics and Radiation Engineering; Nursing Clinical Support. Overview of the work area and position: CHHS Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. The pharmacy team charter is *"Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community"*. In close collaboration with the Medications Systems Team within Digital Solutions Division and with oversight from the Deputy Director of Pharmacy (QUM, Research and Education), the Clinical Information Systems Pharmacist and the Medications Systems Team Manager, the EMM Support Pharmacist works to support and improve the use of electronic medication management systems as well as driving clinical quality and safety improvement initiatives in response to data derived from electronic systems.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Postgraduate qualifications (or equivalent) in Clinical Pharmacy, Health Informatics or Management; practical experience in the management of health and/or pharmacy Information Technology (IT) systems; publication/s within peer reviewed journals. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health credentialing requirements for allied health and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: The successful applicant may be required to work across multiply sites.

Contact Officer: Stuart Margison (02) 6244 2121 stuart.margison@act.gov.au

Canberra Hospital and Health Services

Critical Care

Medical Imaging

Theatre Radiographer (Medical Imaging)

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 10092)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) 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 Medical Imaging Department is responsible for providing quality diagnostic imaging services for patients in the ACT and surrounding region. The Canberra Hospital has 14 operating theatres, in use 24/7 and the Medical Imaging Department is responsible for providing quality diagnostic imaging services for Orthopaedics, Urology, Neurosurgery, General Surgery and Plastic Surgery. The position as

Theatre Radiographer is responsible for managing the daily diagnostic imaging requirements of the operating theatres.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Tertiary qualifications or equivalent in Medical Radiation Science (Radiography). Be eligible for an ACT Radiation licence. Desirable: Theatre Radiography experience in a large hospital setting. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; if practicing clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any employment being made and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a permanent full time position, however job share arrangements may be considered.

Contact Officer: Kate Saunder (02) 6244 2111 kate.saunder@act.gov.au

Canberra Hospital and Health Services

University of Canberra Hospital

Rehabilitation, Aged and Community Care

Rehabilitation Care Coordinator

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 14988)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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. Overview of the work area and position: Apply to be part of the team that establishes Canberra's first purpose-built rehabilitation hospital. The University of Canberra Hospital will support people recovering from surgery or injury, or experiencing mental illness. We are looking for an enthusiastic and experienced nurse or allied health professional to fill the Rehabilitation Care Coordinator position. This position will commence at the Canberra Hospital and will transition to the University of Canberra Hospital in early July 2018. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within ACT Health providing multidisciplinary rehab, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, and Independent Living Centre in Weston. Planning is well underway to establish the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. The new hospital, the University of Canberra Hospital (UCH) is part of the ACT Health's planned network of health facilities designed to meet the needs of our ageing and growing population. It is planned that in 2018 the inpatient Rehabilitation units will move from the Canberra Hospital to the University of Canberra Hospital.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or Tertiary qualifications or equivalent in an Allied Health Related Field and eligibility for membership of the appropriate professional organization, be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Desirable: Post Graduate studies in Health related field. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available for a period of 10 months with the possibility of extension and/or permanency.

Contact Officer: Bianca Gonzales (02) 6244 4144 bianca.gonzales@act.gov.au

Corporate

Digital Solutions

Future Capability and Governance

Business Analyst - Future Capability and Governance

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 37522)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 Corporate Division provides ACT Health wide non-clinical strategic and operational services and is critical to the effective provision of health services. This includes the provision of financial and business support services, and maintaining physical and technological infrastructure for the ACT's public hospitals and health services. The Corporate Division consists of the following Branches: Business Support Services; Digital Solutions Division; Health Infrastructure Services; and Strategic Finance. The Digital Solutions Division is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities. The Digital Solutions Division (DSD) is responsible for the: Implementation and support of the Digital Health Strategy; Management of technology services and coordination of technology projects; Management of the relationship and services delivery by Health Directorate technology vendors; Development, implementation and maintenance of technology policies and procedures and Ensuring Health Directorate information security. Overview of the work area and position: The Future Capability and Governance Branch is responsible for the development and implementation of our Digital Health Strategy, engagement with clinical and support areas to identify technology solutions to enhance the quality and efficiency of patient centred care and ensuring that the operations of the Division occur within a robust governance framework. The Branch is comprised of staff organised into two streams - Governance and Future Capability. The Governance Hub is responsible for: Enterprise and solution architecture across ACT Health. The Hub defines, maintains and enforces agreed architectural principles and standards to ensure technology solutions align with the Digital Health Strategy; Project, Program and Portfolio Management. The Hub defines, maintains and monitors compliance against frameworks, guidelines and tools to support the delivery of new technology capabilities. It also provides independent oversight of the delivery of new technology capabilities; Analysis and assessment of proposed technology investments and makes recommendations to the Chief Information Officer and the ACT Health Technology Strategy Committee in relation to technology investment; Ensuring that changes released into the ACT Health environment are fit for use, fit for purpose, and support business objectives; Alignment of ACT Health's activities with the broader national digital health agenda; Development and management of the Divisional budget and oversight of all technology spending by the Directorate and under direction of the Lead Enterprise Architect, the Business Analyst, is to support the work of the team by performing business analysis and the facilitation of business and stakeholder communications. Eligibility/Other Requirements: Highly Desirable :Qualifications in Business Analysis such as BABOK, and/or Business Architecture such as BizBOK; Familiarisation with modelling languages such as UML, BPMN, and/or ArchiMate; Familiarisation with modelling tools such as Visio and high level of experience using the whole of MS Office toolset, including SharePoint. Desirable: Qualifications in an Enterprise Architecture framework such as TOGAF 9.1 Foundation. 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.

Contact Officer: Kristina Carroll (02) 6207 0046 kristina.carroll@act.gov.au

Population Health

Health Protection Service

Environment Health Food

Customer Service Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 34462)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 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 (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. Overview of the work area and position: The role of Environmental Health Section is to protect and promote the good health of the ACT community through the fostering of safe and healthy environments. Environmental Health section provides information, policy development, monitoring and enforcement in relation to a wide range of public health activities. As a customer service officer you will be responsible for liaising with food businesses, healthcare facilities, and the general public regarding a wide range of public health activities. Expressions of interest are sought for the position of Customer Service Officer, Environmental Health, Health Protection Service. The position is responsible for providing high level customer service and management regarding public health legislation and requirements within the Australian Capital Territory. The position is also responsible for quality assurance and management of public health complaints within the Environmental Health section.

Eligibility/Other Requirements: 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*.

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

Contact Officer: Radomir Krsteski (02) 6205 4619 radomir.krsteski@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Alcohol and Drug Services

Status List Coordinator

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 17882)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 Alcohol and Drug Services is a part of the division of Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS), which is contemporary, evidence, based service providing high quality Alcohol and Drug Services (ADS) guided by the principles of harm minimisation. ADS incorporates six areas including Opioid Treatment Services, Medical Services, Consultation and Liaison Service, 10 bed inpatient Withdrawal Service, Police and Court Drug Diversion Service and Counselling and Treatment Services. In collaboration with ACT Health Alcohol and Drug Program, Opioid Treatment Service and Community Pharmacist maintain an accurate status list of clients on the Opioid Treatment Service within the ACT in accordance with current policies and procedures.

Eligibility/Other Requirements: Desirable: Previous experience in an Administration role and a current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Jodie Kenny (02) 6174 7967 jodie.kenny@act.gov.au

Canberra Hospital and Health Services

Cancer Ambulatory and Community Health Support

Cancer Nursing

Immunology Nurse

Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 37121)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 (CHHS) 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 and the Division of Cancer Ambulatory and Community Health Support (CACHS) philosophy is to provide care of the highest quality to the consumers of CACHS, in providing evidence-based best practice. As Health Care Professionals, there is an obligation to ensure care is provided in a professional, proficient and equitable manner to all its consumers. Overview of the work area and position: The Department of Immunology is a tertiary referral service for patients within the ACT and regional areas who require medical intervention in relation to immune-mediated diseases. This encompasses autoimmune diseases, systemic inflammatory diseases, primary and secondary immune deficiencies and allergies. The Immunology Department is part of the Division Cancer, Ambulatory and Community Health Services (CACHS), and runs adult and paediatric services throughout the Canberra Hospital. The Immunology nursing service operates five days a week from 8:30am till 5pm Monday to Friday. There is a 24 hour on-call service for medical practitioners through the Canberra Hospital switchboard.

The Immunology Department have an exciting opportunity for an experienced Level 1 Registered Nurse to join our team. In this position, you will be working predominantly in the outpatient setting; in the following areas of allergy (paediatric and adult); SCIG; HDU; and Day Therapy Unit. The field of Immunology Nursing will challenge you in many ways. You will be provided with the optimum support and education from all levels of staff that will make this a rewarding experience. We hope you enjoy your time with us both personally and professionally.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Willing to become a member of ASCIA (Australasian Society of Clinical Immunology and Allergy, professional organisation). Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Wendy Spencer (02) 6174 8457 wendy.spencer@act.gov.au

Canberra Hospital and Health Services

Critical Care Unit

Intensive Care Unit

Registered Nurse, Intensive Care Unit

Registered Nurse Level 1 \$63,548 - \$84,888, Canberra (PN: 32794)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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. The division of Critical Care provides comprehensive services to patients requiring critical care treatments and includes the Intensive Care Unit, Emergency Department and Acute Clinical Services Unit (Acute Surgical Unit, Medical Emergency Team and the Early Recognition of the deteriorating patient program). Overview of the work area and position: The Intensive Care Unit is a 31 bed level 3 Territory Referral Centre, which admits over 1900 patients a year. The Intensive Care Unit has unlimited accreditation with the College of Intensive Care Medicine of Australia and New Zealand for training in intensive care and has advanced trainees providing after hours cover. The Intensive Care Unit is a core member of the Australian and New Zealand Intensive Care Society (ANZICS). The unit satisfies College requirements for training in Neurosurgery, Cardiothoracics and Trauma. The unit participates in international multi-disciplinary and multi-centre research. The unit has a strong commitment to teaching at undergraduate and postgraduate and research with excellent opportunities for collaborative research. The Canberra Hospital is the single tertiary teaching hospital for the Australian Capital Territory and surrounding NSW region serving a population in excess of 650 000. It is a modern 670+ bed hospital providing most major medical and surgical sub-specialty services. Nurses at this level provide a competent and safe level of nursing care commensurate with experience to patients within ACT Health. The activities required of roles at this level are predominately clinical in nature. Nurses at this level accept accountability for their own practice standards, activities delegated to others and the guidance and development of less experienced staff
Eligibility/Other Requirements: Previous experience in the critical care environment is desirable. Prior to commencement successful candidates will be required to be registered or eligible to register as a Registered Nurse with Australian Health Practitioner Regulation Agency (AHPRA); comply with ACT Health Occupational Assessment, Screening and Vaccination policy and undergo a pre-employment Police check.
Contact Officer: Genevieve Harrigan (02) 6244 2756 genevieve.harrigan@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Pharmacy Services

Rotational Pharmacist

Health Professional Level 2 \$61,784 - \$84,816, Canberra (PN: 21578, several)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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 (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. 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 pharmacy department sits in the Division of Clinical Support Services. The following areas are included within this Division: Pharmacy; Biomedical Engineering; Medical Physics and Radiation Engineering; Nursing Operational Support and Clinical Records. Overview of the work area and position: The Pharmacy Department has a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. Under the direction of the Deputy Director of Pharmacy Clinical Services, the pharmacists will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient-centered service. Work Level Standards Principles with professional supervision: Promote client outcomes through the provision of high quality clinical pharmacy services across designated areas or units as part of a team; apply knowledge, skills, professional judgment and initiative in the delivery of routine services; provide individual or group service delivery in all components of the medication management pathway.

Eligibility/Other Requirements: Mandatory: Be registered as a pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: The Society of Hospital Pharmacists Association (SHPA) membership and at

least two years clinical experience as a registered pharmacist in the hospital setting. 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).

Note: There are several temporary and permanent positions available. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Hameda Lane (02) 6244 2121 hameda.lane@act.gov.au

**Canberra Hospital and Health Services
Medicine**

Respiratory and Sleep Unit

Team Leader Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 10783)

Gazetted: 29 March 2018

Closing Date: 12 April 2018

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: This position provides administrative support to the Sleep and Respiratory 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.

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

Contact Officer: Andrew Barrow (02) 6244 2483 andrew.j.barrow@act.gov.au

Canberra Hospital and Health Services

Clinical Support Services

Clinical Records

Clinical Records Officer

Administrative Services Officer Class 2/3 \$52,991 - \$64,616, Canberra (PN: 28272)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 Clinical Record Service (CRS) is primarily responsible for the management and storage of the centralised ACT Health clinical record. The community-based Clinical Records Unit (CRU) is a sub unit of the Clinical Records Service. The unit is responsible for managing clinical records for community-based services across several divisions. This includes tracking records to and from various sites and scanning records into the clinical record information system (scanning solution). The community-based Clinical Records Unit are seeking an experienced and highly motivated clinical records administration officer to join our team. The successful applicant will have demonstrated ability to work with an electronic patient information system and storage and retrieval system for clinical records, in addition to excellent communication skills, attention to detail, and the ability to work individually and as part of a team.

Eligibility/Other Requirements: To be successful in this position, it is expected that the successful candidate will have the following attributes: Previous experience working in a clinical record department, medical practice or similar health environment; ability to work within a team environment as well as independently with minimal supervision; highly motivated with strong organisational skills and excellent attention to detail; well-developed interpersonal and communication skills; sound keyboard skills and the ability to use health based Information

Technology (IT) systems. Prior to commencement successful candidates will be required to undergo a pre-employment National Police check.

Note: This is a temporary full-time vacancy available for a period of 12 months with the possibility of permanency. This position is currently based in the Canberra CBD. An order of merit may be established from this process to fill future temporary and or permanent vacancies (full or part-time) at this level over the next 12 months. Selection may be based on application and referee reports only. Incomplete or late applications will not be considered.

Contact Officer: Jodie Mackenzie (02) 6205 7369 jodie.mackenzie@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Receptionist

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: 00205)

Gazetted: 29 March 2018

Closing Date: 5 April 2018

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 position provides administrative support to the Sleep and Respiratory 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.

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

Contact Officer: Andrew Barrow (02) 6244 2483 andrew.j.barrow@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

Law Courts and Tribunal

Magistrates Court

Registrar, Magistrates Court

Executive Level 1.2 \$211,059 - \$220,120 depending on current superannuation arrangements, Canberra (PN: E061)

Gazetted: 27 March 2018

Closing Date: 10 April 2018

Details: The ACT Magistrates Court is seeking an experienced legal practitioner to fill the role of Registrar, ACT Magistrates Court. The position is responsible to the Chief Magistrate for the exercise of statutory powers and responsibilities and the Principal Registrar for administrative and management matters.

Remuneration: The position attracts a remuneration package ranging from \$211,059 to \$220,120 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$164,759.

Contract: The successful applicant will be engaged under a performance based contract until 30 September 2018 with the possibility of extension for up to 12 months. The applicant will need to be available for immediate start.

Contact Officer: Further information about the position is available from contact officer, Philip Kellow

philip.kellow@courts.act.gov.au, (02) 6207 1054

Legislation Policy and Programs

Senior policy officer

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 44045)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: The Legislation, Policy and Programs area of the Justice and Community Safety Directorate is seeking a motivated, well organised Senior Officer Grade B (SOG B) who must have the appropriate high level legal, leadership and verbal and written communication skills to manage the property and commercial team in the Civil Law area. The team undertakes a diverse range of policy work including consumer protection, residential tenancy, retirement villages, corporations and related law.

Note: This is a temporary position available until 9 November 2018. Selection may be based on application and referee reports only.

How to Apply: Please review the attached position description and provide a current resume, the name and contact details of two referees, and a supporting application outlining practical experience and examples. Please provide a maximum of one page responses to each of the selection criteria.

Contact Officer: Julie Beddoes (02) 6207 4264 julie.beddoe@act.gov.au

Legislation, Policy and Programs

Justice Planning and Safety Programs

Social Justice

Senior Policy Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39526)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: Legislation, Policy and Programs is seeking a motivated Senior Policy Officer to join the Justice Planning and Safety Programs group at the Senior Officer Grade C (SOGC) level to assist with progressing justice policy and reform work in relation to Aboriginal and Torres Strait Islander justice processes and programs. The team has a key role in driving the Government's justice reform agenda to reduce crime, increase public safety and strengthen communities. It also advises on and develops policy and programs in relation to all aspects of the justice system and its administration. The successful candidate will be involved in working on a wide range of issues; these could include: assisting to develop innovative justice responses; coordinate strategies that invoke a whole of government and community approach to identify and respond to priority crime and safety concerns; and developing policies and programs related to Aboriginal and Torres Strait Islander people. Important functions of the positions include being able to successfully promote positive relationships with key stakeholders, write for different government and community audiences and manage contracts. The successful applicant will require an in depth understanding of the issues faced by Aboriginal and Torres Strait Islander people and have experience developing/delivering services for the Aboriginal and Torres Strait Islander community.

Eligibility/Other Requirements: Relevant justice related tertiary qualifications, or significant study towards gaining qualifications, or experience within a justice related environment would be desirable. In depth understanding of the issues faced by Aboriginal and Torres Strait Islander people and experience developing/delivering services for the Aboriginal and Torres Strait Islander community.

Note: This is temporary position available until 3 May 2019 with a possibility of extension.

Contact Officer: Tamara Graham (02) 6207 5935 tamara.graham@act.gov.au

Legislation Policy and Programs

Criminal Law Group

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 10879)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: The Criminal Law team in Legislation, Policy and Programs is seeking applications for a Senior Officer Grade C (SOGC) position. The team is responsible for criminal law policy and legislation in the ACT. The successful applicants will be required to cover a diverse range of legal and policy issues that impact on the criminal justice system in the ACT. Functions will include, preparing advice and related reports and correspondence for the

Attorney General, Minister for Justice, Minister for Police and Emergency Services and Minister for the Prevention of Domestic and Family Violence, managing justice related projects, engaging in consultation with the community and government and participating in local and national forums. The successful candidates will also be expected to contribute to the strategic direction of the team.

Note: This is a temporary position available until 27 February 2019.

Contact Officer: Chantel Potter (02) 6207 4780 chantel.potter@act.gov.au

Corporate

People and Workplace Strategy

Human Resources (HR) Advisor

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 14053)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: The Chief Human Resource (HR) Officer is seeking an enthusiastic person to join the People and Workplace Strategy team as a HR Advisor. The suitable applicant will deal with a range of duties from implementing changes to human resources policies, practices, systems and directorate processes, to providing legislative advice to Justice and Community Safety (JACS) clients and developing/maintaining links with other business units within the directorate to achieve positive outcomes and best practice methods. This role researches and prepares briefs, letters and reports relating to a range of matters including leave entitlements, performance management, misconduct and probation. They will assist in dealing with a range of operational and strategic matters including: employee relations; industrial relations; capability building; policy development; performance management and compensable and non-compensable matters. This position manages the People and Workplace Strategy (PWS) inbox mailbox, answering and/or forwarding emails to appropriate PWS personnel.

Contact Officer: Donna Burns (02) 6205 3831 donna.burns@act.gov.au

ACT Corrective Services

Corporate Services

Business Performance Unit

Administrative Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 36349)

Gazetted: 28 March 2018

Closing Date: 11 April 2018

Details: A career opportunity has arisen in ACT Corrective Services (ACTCS) to fill the position of Administrative Officer within the Business Performance Unit. The successful applicant will be responsible for providing administrative support to the data analytical function within ACT Corrective Services. The successful applicant will assist the Data Analyst in developing and preparing business performance reports, maintain operational data sets to inform regular reporting and extract and cleanse data for statistical reporting using SQL Server Management Studio and Microsoft Excel. In addition, the applicant will undertake a range of project work relevant to the unit and undertake other duties appropriate to this level of classification.

Eligibility/Other Requirements: The successful candidate may be required to undergo a criminal record check.

Current driver's licence is highly desirable.

Contact Officer: Aizanel Patenia (02) 6207 7159 aizanel.patenia@act.gov.au

ACT Courts and Tribunal

ACT Civil and Administrative Tribunal

ACAT Deputy Registrar

Legal 1 \$61,785 - \$124,436, Canberra (PN: 40319)

Gazetted: 28 March 2018

Closing Date: 17 April 2018

Details: The ACT Courts and Tribunal Administration is seeking a lawyer and manager to undertake the role of part-time Deputy Registrar of the ACT Civil and Administrative Tribunal (ACAT). The successful applicant will have good people management skills and be able to work with a range of stakeholders, including tribunal users, staff and members, to achieve quality outcomes for the ACAT. Responsibilities include managing and training staff to ensure

that the work of the team is effective, consistent and accurate, responding to enquiries, processing documentation, liaising with clients and exercising the statutory appointment of Deputy Registrar as required. The occupant will be required to conduct case management activities, including triaging matters, managing lists and giving directions, making in chambers orders, as well as conducting conferences.

Eligibility/Other Requirements: Admission to practice as a legal practitioner of the ACT Supreme Court, the High Court, or the Supreme Court of a State or another Territory with at least three years post admission experience desirable; Knowledge of or experience in dispute resolution and/or qualifications in mediation are desirable; experience of practice and procedure in the areas of law within the jurisdiction of the ACT Civil and Administrative Tribunal would be an advantage.

Note: This is a temporary part-time position, available at 22:03 hours per week over three days for a period of 12 months. The salary for this position is set at the Legal 1.6 level, currently \$84, 415 and the full-time salary noted above will be paid pro-rata. Applicants are required to submit a curriculum vitae, contact details of at least two referees and a covering letter (maximum two pages) addressing the selection criteria and telling us how your skills, experience and ability makes you the best person for this job opportunity. Your covering letter should highlight any specific examples or achievements that will demonstrate your ability to perform the role. Selection may be based on application and referee reports only.

Contact Officer: Kristy Soper (02) 6207 1379 kristy.soper@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

Transport Canberra

Transport Operations

Operations

Bus Operator

Bus Operator - Training \$66,212, Canberra (PN: NDRT01, several)

Gazetted: 23 March 2018

Closing Date: 9 April 2018

Details: DO YOU LOVE PROVIDING GREAT CUSTOMER SERVICE? ARE YOU AVAILBLE TO WORK DAYS, NIGHTS AND WEEKENDS? THEN WE WANT TO HEAR FROM YOU! Transport Canberra is establishing a pool of suitable applicants to become bus drivers to fill upcoming part time vacancies over the next 12 months. To be considered for a bus driver position, you will be able to demonstrate excellent customer service skills, you will be physically fit and healthy with a good standard of literacy and numeracy skills, you will be a self-starter with a strong ability to adhere to tight deadlines as well as demonstrate a strong commitment to Workplace Health and Safety. Subject to successfully meeting the pre-employment requirements, successful candidates will be provided comprehensive training in all requirements of operating a public transit vehicle whilst ensuring the safe carriage of members of the public.

Eligibility/Other Requirements: To be eligible to become a Transport Canberra Bus Driver, applicants must be able to acquire a Condition "O" on their driver's licence. Refer to <http://www.rego.act.gov.au/licence/act-licence-types/public-vehicle-licence-applications> . (NSW licence holders must also hold a NSW Public Vehicle Authority (PVA) prior to commencing training). Applicants will need to successfully complete various pre-employment requirements including a literacy and numeracy test, psychometric assessment, functional assessment, face to face interview, referee checks, a rigorous medical assessment, criminal history check as well as obtain their Medium Rigid (MR) licence. (Important - It is the responsibility of the applicant to obtain their MR licence prior to any offer of employment being made.) Prior to commencing 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: There are several permanent part-time positions available at a minimum of 20:00 hours per week and the full-time salary noted above will be paid pro-rata. There are Aboriginal and Torres Strait Islander Identified positions available and therefore a Confirmation of Aboriginality may be requested. Non-identified positions are

also available. The online Bus Driver Application smart form is to be completed and submitted with the mandatory requirements listed in the application form -<https://form.act.gov.au/smartforms/landing.htm?formCode=1176>. Please note that applications will only be accepted via the online form method. Applications may be temporarily suspended should an excessive number of applications be received. (Refer to <http://www.transport.act.gov.au/about/contact-us/careers> for the facts sheets which includes applicant eligibility information and full details of how to apply).

Contact Officer: Ian Hocking (02) 6207 7598 ian.hocking@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

Birrigai

Chef

General Service Officer Level 5/6 \$52,198 - \$57,445, Canberra (PN: 38171)

Gazetted: 23 March 2018

Closing Date: 6 April 2018

Details: A vacancy currently exists for a highly motivated chef at Birrigai Outdoor School. The position includes running the kitchen in the absence of the Kitchen Manager and ensuring dietary requirements of visitors are met. The successful applicant will have strong interpersonal skills and be required to work under limited direction in a small team to ensure that meals are prepared in accordance with the ACT Health and Education Directorates Fresh Tastes program. The Birrigai kitchen is a fully functioning commercial kitchen adjoining a dining area which seats approximately 150 people. The kitchen caters all meals, breakfast, lunch and dinner, while also preparing cakes and slices for morning and afternoon tea. With large and often multiple groups on site at any given time the hours of the role may vary to ensure that services can be delivered.

Note: This is a temporary position available for the period 30 April 2018 until 30 April 2019. Birrigai is located 14km from the nearest public transport and a reliable vehicle is essential. A travel allowance of \$18.09 per day is payable.

Contact Officer: Catherine Ellis (02) 6207 8044 catherine.ellis@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

Suburban Land Agency

Business Operations Office

Senior Workplace Health & Safety Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 40201)

Gazetted: 22 March 2018

Closing Date: 29 March 2018

Details: The Suburban Land Agency is seeking enthusiastic candidates for the role of Senior Workplace Health and Safety Manager. This is a new position within the Agency and presents an exciting opportunity to oversee and manage the Agency's Workplace Health and Safety arrangements within the Suburban Land Agency. Working as part of the Agency's support team and reports to the Business Operations Manager. The position will coordinate and provide high level support to the Agency in delivering our land development, and sales and marketing operations. You will work with a high degree of independence analysing and identifying risks, develop associated strategic risk management plans and undertaking regular risk reviews working and engaging with project managers and establishing productive working relationships across the portfolio. Ensure compliance with Government's active assurance system by the Agency and civil and construction contractors, prepare reports and develop improvement projects and practices including providing technical support to staff.

Eligibility/ Other Requirements: A minimum of five years' experience in a relevant field. Relevant tertiary and/or professional qualifications in Workplace Health and Safety, Project Management and/or Planning or related specialities are highly desirable. Previous experience working within a Government will be well regarded. How to apply: Applications are sought from potential candidates and should include a statement of no more than three pages outlining experience and/or ability against the selection criteria, contact details of at least two referees and a current curriculum vitae.

Contact Officer: Anthony Bailey (02) 6205 9543 anthony.bailey@act.gov.au

APPOINTMENTS

Canberra Institute of Technology

Teacher Level 1 \$70,519 - \$94,094

Ellen Curtis 835-65065, Section 68(1), 21 March 2018

Note: This appointment is to a non-advertised vacancy and is made in accordance with The Public Sector Management Standards, Section 14, Direct Appointment of Employee - General. An appointment under this section is not appellable.

Teacher Level 1 \$70,519 - \$94,094

Sandra Leitch 827-13767, Section 68(1), 14 March 2018

Note: This appointment is to a non-advertised vacancy and is made in accordance with The Public Sector Management Standards, Section 14, Direct Appointment of Employee - General. An appointment under this section is not appellable.

Teacher Level 1 \$70,519 - \$94,094

Kate Ormerod 835-64943, Section 68(1), 21 March 2018

Note: This appointment is to a non-advertised vacancy and is made in accordance with The Public Sector Management Standards, Section 14, Direct Appointment of Employee - General. An appointment under this section is not appellable.

Chief Minister, Treasury and Economic Development

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

Patricia Martiniello 836-06904, Section 68(1), 26 March 2018

Infrastructure Officer 4 \$119,340 - \$135,587

Kelly Young 853-42164, Section 68(1), 27 March 2018

Community Services

Health Professional Level 1 \$57,941 - \$73,823

Promise Igba 848-77183, Section 68(1), 22 March 2018

Education

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

Kirsten Ellen Galafassi 853-80355, Section 68(1), 3 April 2018

Environment, Planning and Sustainable Development

Technical Officer Level 3 \$69,148 - \$78,145

Claire Beale 853-73913, Section 68(1), 22 March 2018

Senior Officer Grade A \$137,415

Andrew Wyman 853-72232, Section 68(1), 23 March 2018

Health

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

Linda Arthur 848-84543, Section 68(1), 30 March 2018

Health Service Officer Level 4 \$49,958 - \$51,869

Owen Fetherston 843-91693, Section 68(1), 28 February 2018

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

Jessica Perkins 856-73975, Section 68(1), 30 March 2018

Senior Specialist \$222,205

Katerine Lagios 847-11693, Section 68(1), 19 March 2018

Senior Specialist \$222,205

Anne-Marie Svoboda 847-11685, Section 68(1), 22 January 2018

Justice and Community Safety

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

Alesi Herold 853-55002, Section 68(1), 26 March 2018

Transport Canberra and City Services

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

Donna Parnell 853-64910, Section 68(1), 27 March 2018

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

Maurice Schaffner 797-55253, Section 68(1), 29 March 2018

TRANSFERS

Health

Catherine Watson: 741-14545

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

To: Health Professional Level 4 \$100,462 - \$108,140
Health, Canberra (PN. 21360) (Gazetted 18 May 2017)

Justice and Community Safety

Kelly Lokan: 844-82202

From: Administrative Services Officer Class 5 \$78,415
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Justice and Community Safety, Canberra (PN. 43766) (Gazetted 14 November 2017)

Transport Canberra and City Services

Thomas Nilsen: 795-64940

From: Senior Officer Grade C \$108,140
Chief Minister, Treasury and Economic Development

To: Senior Officer Grade C \$100,462 - \$108,140
Transport Canberra and City Services, Canberra (PN. 39833) (Gazetted 22 January 2018)

PROMOTIONS

Chief Minister, Treasury and Economic Development

**Enterprise Canberra
Tourism and Events
Events ACT**

Sarah Anning: 848-79701

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Chief Minister, Treasury and Economic Development, Canberra (PN. 42448) (Gazetted 11 January 2018)

Economic and Financial Group

Federal Financial Relations

Atreya Banerjee: 853-5852

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$79,824 - \$91,356
Chief Minister, Treasury and Economic Development, Canberra (PN. 39909) (Gazetted 5 February 2018)

Finance and Budget

Social Policy

Community Services and Education

Gerald Banks: 844-82341

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. 33517) (Gazetted 8 February 2017)

Economic and Financial Group

Federal Financial Relations

Sean Heavey: 853-58166

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 39910) (Gazetted 5 February 2018)

Procurement and Capital Works

Infrastructure Procurement

Skye Roland: 835-87686

From: Infrastructure Officer 2 \$79,919 - \$91,947

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 55855) (Gazetted 18 May 2016)

Promotion made in accordance with Section 20 of the Public Sector Management Standards 2006.

Revenue Management

Operations

Operations

Erin Scott: 846-88681

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 05766) (Gazetted 16 January 2017)

Community Services

Housing and Community Services

Business and Capital

Capital Delivery

Craig Spencer: 781-67900

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

Community Services

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

Community Services, Canberra (PN. 27131) (Gazetted 18 January 2018)

Education

School Performance and Improvement

North Gungahlin Network

Amaroo School

Joshua Barrera: 843-33178

From: General Service Officer Level 6 \$54,949 - \$57,445

Education

To: General Service Officer Level 8 \$64,188 - \$67,825

Education, Canberra (PN. 32523) (Gazetted 8 September 2017)

School Performance & Improvement

Tuggeranong Network

Lake Tuggeranong College

Letitia Edwards: 747-75036

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

Education

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

Education, Canberra (PN. 40270) (Gazetted 23 October 2017)

Education Strategy

Learning and Teaching

A&TSIE

Kylie Gordon-Wilkins: 835-82535

From: School Assistant 3 \$51,053 - \$54,947
Education
To: School Assistant 4 \$61,214 - \$66,285
Education, Canberra (PN. 36347) (Gazetted 22 March 2017)

**Education Strategy
Learning and Teaching
A&TSIE**

Karen Murphy: 827-11956

From: School Assistant 3 \$51,053 - \$54,947
Education
To: School Assistant 4 \$61,214 - \$66,285
Education, Canberra (PN. 03724) (Gazetted 22 March 2017)

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

Hayley Roberts-Swinbourn: 827-5607

From: School Assistant 2 \$45,058 - \$49,757
Education
To: Administrative Services Officer Class 3 \$60,039 - \$64,616
Education, Canberra (PN. 37378) (Gazetted 20 February 2018)

Environment, Planning and Sustainable Development

**Environment
Parks and Conservation Services
Fire, Forests and Roads**

Kyle Crowe: 844-80258

From: General Service Officer Level 5/6 \$52,198 - \$57,445
Environment, Planning and Sustainable Development
To: General Service Officer Level 7 \$59,230 - \$62,549
Environment, Planning and Sustainable Development, Canberra (PN. 09853) (Gazetted 1 February 2018)

Suburban Land Agency

**Construction
Steven Farr: 853-65585**

From: Infrastructure Officer 3 \$100,694 - \$110,536
Chief Minister, Treasury and Economic Development
To: Infrastructure Officer 5 \$142,761
Environment, Planning and Sustainable Development, Canberra (PN. 11452) (Gazetted 18 December 2017)

**Environment
Parks and Conservation Services
Parks Reserves and Rural Land**

Jennifer Pierson: 848-79525

From: Technical Officer Level 3 \$69,148 - \$78,145
Environment, Planning and Sustainable Development
To: Technical Officer Level 4 \$79,824 - \$91,356
Environment, Planning and Sustainable Development, Canberra (PN. 17880) (Gazetted 7 February 2018)

Health

Canberra Hospital and Health Services

Pathology

Thien Dinh: 843-90295

From: Technical Officer Level 1 \$54,720 - \$57,369

Health

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

Health, Canberra (PN. 16180) (Gazetted 23 March 2017)

Canberra Hospital and Health Services

Women, Youth and Children

Christy Joseph: 847-26078

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

Health

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

Health, Canberra (PN. 38813) (Gazetted 30 November 2017)

Canberra Hospital and Health Services

Women, Youth and Children

Andrea Lanagan: 827-51261

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

Health

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

Health, Canberra (PN. 38809) (Gazetted 30 November 2017)

Canberra Hospital and Health Services

Jose Lopez-Perez: 842-89701

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

Health

To: †Registered Nurse Level 3.1 \$101,175 - \$105,339

Health, Canberra (PN. 24364) (Gazetted 14 December 2017)

Canberra Hospital and Health Services

Medicine

Sally McIntyre: 844-33558

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. 32937) (Gazetted 1 February 2018)

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Patrice Murray: 827-12342

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

Health

To: †Registered Nurse Level 3.1 \$101,175 - \$105,339

Health, Canberra (PN. 31318) (Gazetted 15 February 2018)

Canberra Hospital and Health Services

Sally Smith: 848-66345

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

Health

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

Health, Canberra (PN. 23945) (Gazetted 18 May 2017)

Canberra Hospital and Health Services

Libby Werner-Gibbins: 835-82287

From: Radiation Therapist Grade 3.1 \$95,549 - \$98,673

Health

To: †Radiation Therapist Grade 4.1 \$115,266 - \$119,079

Health, Canberra (PN. 12110) (Gazetted 18 January 2018)

Justice and Community Safety

Law Courts and Tribunals

ACT Civil and Administrative Tribunal

Registry

Tahnee Bass: 791-31555

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 42400) (Gazetted 13 December 2017)

Corrective Services

Corporate

People and Culture Unit

Megan Denino: 789-3958

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 38631) (Gazetted 11 January 2018)

Legislation, Policy and Programs

Civil Law

Angharad Lodwick: 846-92015

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 27993) (Gazetted 14 November 2017)

ACT Law Courts and Tribunal

ACT Civil and Administrative Tribunal

Review and Regulation

Paul Taylor: 836-1311

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 02134, expected vacancy) (Gazetted 8 March 2017)

Corporate

Governance

Ministerial Services Unit

Prudence Warren: 779-83105

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

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 11106) (Gazetted 24 January 2018)

Transport Canberra and City Services

Transport Canberra

Transport Canberra Operations

Fleet

Trevor Hodgson: 765-48742

From: General Service Officer Level 4 \$49,409 - \$51,420

Transport Canberra and City Services

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

Transport Canberra and City Services, Canberra (PN. 37174) (Gazetted 25 January 2018)

Transport Canberra

Transport Canberra Operations

Executive

Skye Metherell: 853-58633

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

Transport Canberra and City Services

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

Transport Canberra and City Services, Canberra (PN. 39333) (Gazetted 16 January 2018)