



**ACT Government Gazette**  
**Gazetted Notices for the week beginning 08 May 2020**

## VACANCIES

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

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

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

#### **Shared Services ICT**

#### **ICT Strategic Business ICT**

#### **Commercial Services**

#### **Assistance Director, ICT Strategic Sourcing**

#### **Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 46161)**

Gazetted: 8 May 2020

Closing Date: 22 May 2020

Details: The Assistant Director ICT Strategic Sourcing role is part of a multi-disciplinary team covering ICT Commercial Services. The purpose of the role is to provide quality delivery and improvement of a range of procurement and contract management activities. This role will be critical in developing and maintaining relationships and providing expert advice to internal and external stakeholders to ensure the consistent delivery of contracted ICT services to the ACT Government. You will manage new and existing ICT contracts, be responsible for cost reduction, improve service delivery, and contribute to the effective management of ICT panel arrangements. Specifically, you will play a key role in management of the Territory's Whole of Government Oracle licensing arrangements. You may also assist with co-ordination of the Territory's utilisation of Commonwealth Digital Transformation Agency (DTA) Panels, and assist with other software licensing procurement and contract management tasks.

Eligibility/Other Requirements: Experience in procurement and contract management necessary. Experience in ICT procurement specifically desirable. Qualifications in procurement and contract management desirable.

Note: This is a temporary position available for a period of up to 12 months with the possibility of extension and/or permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants should include their curriculum vitae and a brief document (4 pages) addressing the Position Description and the names and contact of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Geoff Fietz (02) 6205 8050 [geoff.fietz@act.gov.au](mailto:geoff.fietz@act.gov.au)

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

#### **Worksafe ACT**

#### **Executive Officer**

#### **Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 47525)**

Gazette Date: 08 May 2020

Closing Date: 22 May 2020

Details: The Executive Officer to the Work Health and Safety Commissioner is a challenging new role which includes the following responsibilities:

Providing executive support to the WHS Commissioner and Deputy WHS Commissioner, including undertaking research tasks, preparing correspondence and coordinating briefing;

Managing a team by setting goals, monitoring performance and identifying development needs;

Ensuring the efficient and effective provision of administrative support for Worksafe ACT; and

Liaising with staff at all levels and establishing and maintaining cooperative working relationships within Worksafe ACT and other parts of the ACT Government as necessary.

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

How to Apply: Applicants are to address the Selection Criteria located in the Position Description a maximum of 350 words per criteria, and provide a current curriculum vitae and the names and contact of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Andrew Craig (02) 6207 5415 [Andrew.Craig@act.gov.au](mailto:Andrew.Craig@act.gov.au)

**Chief Minister, Treasury and Economic Development**

**Commercial Services and Infrastructure**

**Shared Services ICT**

**Technology Services/Applications Service Delivery**

**Applications Packager**

**Information Technology Officer Class 2 \$85,394 - \$97,732, Canberra (PN: 14280)**

Gazette Date: 12 May 2020

Closing Date: 19 May 2020

Details: Shared Services Applications Service Delivery (ASD) are seeking an experienced and self-motivated person to undertake the role of Applications Packager. The successful applicant will have experience in setting up software packages in a large, complex Windows-based environment.

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, culturally diverse people and those who identify as LGBTQIA are encouraged to apply.

Eligibility/Other Requirements: The successful applicant will need to hold or be able to rapidly obtain an ACT Government Baseline Security Clearance.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency. An order of merit list may be established to fill future vacancies at level over the next 12 months. The successful applicant may be selected based on the written application and referee reports only.

How to Apply: After reviewing the position description please provide a written response to the "What You Require" capabilities listed in the position description, while reflecting on the "What You Will Do" section. Describe your experiences and claims of suitability. Applications should be limited to a curriculum vitae and not more than three pages of capability responses.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jason Ciesiolka (02) 6207 8578 [Jason.Ciesiolka@act.gov.au](mailto:Jason.Ciesiolka@act.gov.au)

**Chief Minister, Treasury and Economic Development**

**Shared Services**

**Partnership Services**

**Customer Support Services/Service Desk**

**HR/Finance Service Desk Officer**

**Administrative Services Officer Class 4 \$71,309 - \$77,212, Canberra (PN: 36220, several)**

Gazette Date: 13 May 2020

Closing Date: 27 May 2020

Details: The Shared Services Service Desk is seeking a full-time or part-time (25 hours per week) customer service professional to join our team. The role covers a wide variety of areas and is responsible for providing front line customer support to ACT Government directorates.

As a HR/Finance Service Desk Officer you will; Provide a high level of customer service in responding to customer enquiries on the telephone and via email in a Service Desk environment, actively contributing to achievement of key performance indicators; Provide expert advice and guidance on HR legislation, policies and ACT conditions of service to customers and Shared Services colleagues; Provide advice on financial policies and procedures, including APIAS (Invoice Automation), invoices and payments; Create and maintain records by inputting data into Service

Desk systems accurately, within agreed time frames and in accordance with Service Desk processes, and contribute to the maintenance of effective personnel records by inputting data into HR systems.

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.

Eligibility/Other Requirements: This position requires an ACT Government baseline security clearance which will be completed as part of the induction process if not already obtained.

Note: There are multiple temporary positions available with at least one full-time position and one part-time position. The part-time position is for 25 hours a week working Monday to Friday 9:30am to 2:30pm and the full-time salary noted above will be pro-rata. Applicants should indicate their preference for full-time and/or part time hours in their application. The full-time position is starting at the end of June, the part-time position is starting immediately. Both positions are for three months with the possibility of extension or permanency from this process. A merit pool will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants should submit their application in the form of a pitch writing against the technical and behavioural capabilities keeping to a limit of two pages. Please also attach a currently curriculum vitae along with contact details of two referees. Any questions about the role or the vacancy should be directed to the contact officer. Applications should be submitted via the Apply Now button below.

Contact Officer: Matthew Davis (02) 6207 9719 [Matthew.Davis@act.gov.au](mailto:Matthew.Davis@act.gov.au)

## **Procurement ACT**

### **Goods and Services**

#### **Procurement Contracts and Category Management**

##### **Contract Manager**

##### **Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 18898)**

Gazetted: 13 May 2020

Closing Date: 24 May 2020

Details: Procurement ACT is seeking a contract manager for a number of the Territory's whole of government arrangements. The successful candidate will be responsible for the lifecycle management of a suite of contracts in a small team environment which includes a diversity of activity from research and analysis, procurement strategy and execution, implementation and project management and ongoing contract and performance management. The candidate will work closely with stakeholders across Government and industry and consequently, will need to have an engaging communication style and strong organisational skills.

Eligibility/Other Requirements: Experience in a procurement, contract or project environment would be helpful to the role.

Note: This is a temporary position available for a period of nine months with the possibility of extension and/or permanency. An order of merit will be established from this selection process and may be used to fill similar vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please provide a statement against the Selection Criteria and a copy of your current curriculum vitae with contact details for at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Catherine King (02) 6205 5166 [catherine.king@act.gov.au](mailto:catherine.king@act.gov.au)

## **Chief Minister**

### **Strategic Finance**

#### **Systems and Finance**

##### **Systems and Finance Officer**

##### **Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 37328)**

Gazetted: 13 May 2020

Closing Date: 20 May 2020

Details: Chief Minister, Treasury and Economic Development Directorate (CMTEDD) Strategic Finance is seeking a highly capable Finance/Systems Officer to assist in our strategic financial and budgetary management. The successful applicant will be familiar with the budget process (including use of the Government Budget

Management System) and ACT Government annual Financial Statement development (including use of Cognos Disclosure Management). The successful applicant will be required to assist in the roll out of the Directorate's new Web Based TM1 environment, assist in the rollout of the Agency Government Budget Management System (AGBMS) and assist with the development and production of the monthly reports for business units and executive management groups. You will also be called upon to assist the Strategic Finance Reporting and Budget team with ad-hoc tasks related to annual and internal budget, financial statements with a long-term view to transitioning to that team permanently in the future. 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 1 June 2020 until 1 December 2020 with the possibility of permanency.

How to Apply: Please provide a curriculum vitae and a one page expression of interest outlining your experience and suitability for the position.

Applications should be submitted via the Apply Now button below.

Contact Officer: Daniel Thompson (02) 6205 0798 [daniel.thompson@act.gov.au](mailto:daniel.thompson@act.gov.au)

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

#### **Strategic Business Branch**

#### **Shared Services ICT**

#### **Project Manager, Education IT Projects**

#### **Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 39505)**

Gazetted: 8 May 2020

Closing Date: 1 June 2020

Details: The Project Manager role is part of a multi-disciplinary team within Strategic Business, Portfolio Delivery. This role is required to manage a range of concurrent IT infrastructure projects for the Education directorate. These will range from minor refurbishments of schools, through to the build of new schools. Note that you will only be responsible for the IT components of these works. This position involves the direct supervision of ASO level staff and labour hire contractors, who will provide the technical knowledge to assist with the delivery of the projects. Demonstrated ability to manage multiple projects, work to competing deadlines and achieve results in a busy, small team environment with limited supervision. 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.

Eligibility/Other Requirements: Current baseline security clearance or the ability to obtain and hold a baseline security clearance is mandatory. Project Management qualifications and/or experience would be highly desirable.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Re-advertisement of position, if you have previously submitted an application for the position, you are not required to resubmit.

How to Apply: Please submit a written response of no more than two pages, contact details for at least two referees and a current curriculum vitae. The response should be written in the form of a pitch, providing evidence of your capacity to perform the duties and responsibilities (what you will do). Your pitch should detail your greatest achievements and how they relate to this position and its requirements, as well as outline your ability, experience and what you can bring to the role.

*Applications should be submitted via the Apply Now button below.*

Contact Officer: Andrew Burnet 0430 170 800 [andrew.burnet@act.gov.au](mailto:andrew.burnet@act.gov.au)

### **Community Services**

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

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

**Housing ACT  
Client Services  
Tenant Experience  
Operations Manager**

**Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 45337)**

Gazette Date: 07 May 2020

Closing Date: 21 May 2020

Details: This is a key position providing leadership and management across all teams in Tenant Experience, including the provision of strategic advice to the Executive, identification and delivery of service improvements and business planning activities within Housing ACT, as well as day-to-day high level technical advice.

The position requires an excellent customer focus, high degree of sensitivity and confidentiality, as well as a flexible approach in responding to tight deadlines. The Operations Manager will work in partnership with staff, community organisations and other government agencies. The successful applicant will need proven managerial experience at a senior level and a record of achievement in leadership, change management, program and people management within a human services environment. Community Services Directorate (CSD) is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and /or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) people.

Eligibility/Other Requirements:

Experience in program management and in working in a complex human services environment is essential.

Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to: HYPERLINK

"[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)"[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Current driver's licence.

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

How to Apply: Please submit your application addressing the Selection Criteria, a current curriculum vitae and the names of at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Louise Griffiths (02) 6207 0900 [Louise.Griffiths@act.gov.au](mailto:Louise.Griffiths@act.gov.au)

**Office of the Director General  
Executive Assistant"**

**Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 19415)**

Gazette Date: 08 May 2020

Closing Date: 15 May 2020

Details: Are you looking to be a part of a dynamic, fast paced team environment? Do you enjoy your daily routine being changed with just one phone call? The Executive Assistant to the Director-General is part of the Director-General's Executive support unit. This unit is made up of four support staff; the Executive Officer to the Director-General, the Executive Assistant to the Director-General, the Executive Officer to the Deputy Director-General and the Executive Assistant to the Deputy Director-General.

Working collaboratively, we provide support to both the Director-General and Deputy Director-General to assist them in providing services to some of the most vulnerable people within our community. We are looking for someone who is a team player, enjoys a challenge and understands the importance of discretion and multi-tasking. We would like someone who can work autonomously and who is willing to step in and help as needed. The successful candidate will proudly demonstrate our Directorate's values: Respect, Integrity, Collaboration and Innovation in their work. If the above sounds like something you are interested in, we want to hear from you.

Note: This is a temporary position available immediately until 31 March 2021. Selection may be based on application and referee reports only.

How to Apply: Please provide your curriculum vitae plus a one-page pitch on why you're the person for the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Kylie Beer (02) 6207 6757 [Kylie.Beer@act.gov.au](mailto:Kylie.Beer@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](mailto:jobs@act.gov.au)**

### **Education**

#### **Service Design and Delivery**

#### **Student Engagement**

#### **Flexible Education**

#### **Student and Family Engagement Officer**

**Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 46963, several)**

Gazette Date: 08 May 2020

Closing Date: 01 June 2020

Details: The position is responsible for providing effective trauma informed interventions for students and families, across Flexible Education. As part of an integrated team, the Student and Family Engagement Officer will also identify, develop and implement community development and wellbeing initiatives that work to strengthen the educational outcomes for students. These positions will work directly with students and families within the Muliyan Program and Distance Education in varying outreach setting such as homes, schools and community. They will be responsible for establishing effective and sustainable partnerships across students, families, schools, communities, government and non-government agencies and the business sector.

Eligibility/Other Requirements:

Essential qualifications and experience:

Applicants must possess a relevant degree such as Social Work, Psychology, Occupation Therapy, Speech Pathology or a related field.

At least three years post qualification experience in a relevant field of case management working with children and families.

Currents drivers' licence is essential.

A sound knowledge and understanding of the social and economic issues affecting children, young people and their families within the ACT Government.

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 - HYPERLINK

"[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)"[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Additional information:

Educational, suitability and professional qualification checks may be carried out prior to employment.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

Note: These are temporary positions available for a period of six months with the possibility of extension and/or permanency. Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants are to address the Selection Criteria located in the Position Description maximum three pages, and provide a current curriculum vitae and the names and contact of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Carleigh Dallen 0435 795 387 [Carleigh.Dallen@ed.act.edu.au](mailto:Carleigh.Dallen@ed.act.edu.au)

## **Environment, Planning and Sustainable Development**

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

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

**Environment, Planning and Sustainable Development**

**Climate Change and Sustainability**

**Programs and Policy Branches**

**Assistant Director**

**Senior Officer Grade C \$ 107,475 - \$115,687, Canberra (PN: 17877, several)**

Gazetted: 8 May 2020

Closing Date: 25 May 2020

Details: Climate Change and Sustainability Division is seeking to employ Assistant Directors to work across a variety of sections within our Division. The Climate Change and Sustainability Division ensures the ACT remains a national and global leader in addressing climate change and promoting sustainable energy supply and use. Through policies and programs including active engagement with the community, we seek to reduce energy use, support renewable energy, promote environmentally sound transport choices, reduce waste and improve its management, improve information on climate change and increase resilience to our changing climate. These activities occur in all sectors including government, non-government, business, community and households, and contribute to Canberra's growth as a dynamic, sustainable and prosperous city. This is a unique opportunity to work on world leading, cutting edge innovations and contribute to policies and programs which are helping to solve the global climate emergency which requires urgent, significant, ongoing and unprecedented action. And, provides interesting and fulfilling work in a government environment where you can see the impact you have on the Canberra community.

Eligibility/Other Requirements: Occasional weekend work will be required. Current drivers licence is required.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applications are sought from potential candidates and should include a two-page pitch addressing the Selection Criteria, a current curriculum vitae and the contact details of at least two referees.

*Applications should be submitted via the Apply Now button below.*

Contact Officer: Ros Malouf (02) 6207 5335 [ros.malouf@act.gov.au](mailto:ros.malouf@act.gov.au)

**Business, Governance and Capability**

**Executive Officer**

**Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 39532)**

Gazetted: 7 May 2020

Closing Date: 14 May 2020

Details: This is a shout out from Environment, Planning and Sustainable Development Directorate's (EPSDD's) Chief Operating Officer (COO) for anyone looking for a chance to fill the role of Executive Officer for the next 12 months. In this role your initial focus will be on working with executives and leaders in EPSDD on flexible working arrangements during and after the COVID-19 health emergency as well as assisting with progressing the move into the new ACT Government office accommodation in Dickson starting in June. This includes supporting the 2020 Ready program which includes the Management 2020 program that will assist in establishing the Directorates operations in the new Dickson Office block. You'll also play a key role in supporting the executives in the Business Governance and Capability stream. To thrive in this role you'll be highly organised, enjoy working in a dynamic workplace and have high level communications and stakeholder management skills. If you are looking for a high performing opportunity within a supportive environment and you are up to the task during these challenging times, submit a one page pitch on why you think your skills make you the best person for the role.

Note: This is a temporary position available for the period immediately until 9 April 2021 with the possibility of extension and/or permanency. Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020.

Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please submit a written application of no more than one page, addressing the Selection Criteria, along with your current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Craig Simmons (02) 6207 6322 [craig.simmons@act.gov.au](mailto:craig.simmons@act.gov.au)



**Environment**

**Parks and Conservation Service**

**Tidbinbilla Nature Reserve**

**Park Ranger Indigenous**

**Park Ranger 2 \$71,309 - \$77,212, Canberra (PN: 12314)**

Gazette Date: 7 May 2020

Closing Date: 22 May 2020

Details: The Ranger 2 position is a key operational position that implements land management programs within the Tidbinbilla Area. The position reports to the Ranger-in-charge and works closely with other rangers, Senior Works Supervisor, field officers, wildlife officers, visitor services staff, volunteers and contractors.

Well-developed skills and knowledge of natural resource land management are required including technical knowledge and experience in implementing works programs e.g. pests, weeds, heritage and fire. An understanding and appreciation of the visitor and wildlife programs is also required including skills and experience in implementing interpretation activities, events and maintaining infrastructure.

This is an Aboriginal and Torres Strait Islander identified position providing an opportunity for the incumbent to liaise with the local community; deliver ranger guided activities with a focus on cultural content; support and educate staff in engaging with Aboriginal and Torres Strait Islander issues; have oversight of Tidbinbilla cultural sites, artefacts and stories; and develop projects and activities for staff and visitors.

**Eligibility/Other Requirements:**

This is a designated position in accordance with *s42, Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Be physically able and willing to undertake incident management duties, including participation in fire standby, suppression and training and other emergency duties;

Be prepared to work a shift roster including weekend, public holiday or evening shifts;

be prepared to wear a uniform; and

Possess a manual drivers' licence

Hold or able to obtain a Working with Vulnerable People registration.

It is desirable for applicants to hold tertiary qualifications relevant to the position.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to apply: Please submit a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Alison Mungoven (02) 6207 0779 [Alison.Mungoven@act.gov.au](mailto:Alison.Mungoven@act.gov.au)

**Climate Change and Sustainability**

**Programs, Government Schools and Community**

**Actsmart Schools Program**

**Program Officer**

**Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 21583)**

Gazette Date: 7 May 2020

Closing Date: 21 May 2020

Details: The Directorate is seeking an experienced program officer to support delivery of the Actsmart Schools Sustainability Program undertake a range of duties and responsibilities, including implementing the Actsmart Schools program. The successful applicant will support the delivery of the program to a wide range of schools.

Eligibility/Other Requirements: Current driver's license is essential.

Note: This is a temporary position available from 2 June 2020 until 30 June 2021. Occasional after hours and weekend work will be required. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Your suitability for this position will be assessed based on your Skills, Knowledge and Behaviour in relation to the Duties/Responsibilities listed in the position description. Please submit a two page 'pitch' that demonstrates how your experiences will enable you to succeed in this role, along with a short curriculum vitae. Applications should be submitted via the Apply Now button below.

Contact Officer: Olivia Merrick (02) 6207 6430 [Olivia.Merrick@act.gov.au](mailto:Olivia.Merrick@act.gov.au)

## **Planning, Land and Building Policy**

### **Executive Assistant**

#### **Administrative Services Officer Class 5 \$79,253 - \$83,888, Canberra (PN: 25333)**

Gazette Date: 07 May 2020

Closing Date: 21 May 2020

Details: The Planning, Land and Building Policy Division within the Environment, Planning and Sustainable Development Directorate (EPSDD) needs you! This busy division requires the coordination skills of Ash Barty single-handedly playing a doubles tennis game, together with the calm and measured approach of a duck on water.

The Executive Assistant (EA) will be well organised and highly capable to support both the Executive Group Manager and the Executive Branch Manager in Planning, Land and Building Policy, in all manner of co-ordination type work (tracking and directing correspondence and briefs) to ensure timeframes are met. The EA will also provide administrative support to the whole division from time to time.

If you think you have the organisational and communication skills needed to support our two Executives, then drop us an application for this rewarding role.

If you'd like to know the intricacies of the job, or just want to find out more about the wonderful world of EPSDD, then call or email the Contact Officer.

Note: This is a temporary position available immediately for three months initially with the possibility of permanency. Interviews for the role will be conducted via a video conferencing platform. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: We at EPSDD prefer short stories, so please provide no more than a two-page written response addressing the Skills, Knowledge and Behaviours we are looking for, as outlined in the Selection Criteria, your curriculum vitae, and names and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Laura Marcantonio (02) 6207 8263 [Laura.Marcantonio@act.gov.au](mailto:Laura.Marcantonio@act.gov.au)

## **Urban Renewal**

### **Asbestos Response Taskforce**

#### **Assistant Director**

#### **Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 35084)**

Gazette Date: 11 May 2020

Closing Date: 18 May 2020

Details: Do you like a challenge and want to be a key part of a high performing team who work to support a safe and vibrant community? Then this is the opportunity for you!

The Asbestos Response Taskforce within the Urban Renewal Branch of the Environment, Planning and Sustainable Development Directorate (EPSDD) is looking for someone who wants to be part of a committed, multi-disciplinary team to deliver quality outputs for the Directorate.

You will be instrumental in providing high quality oversight and support of all aspects of the Loose Fill Asbestos Insulation Eradication Scheme. This role is responsible for managing the Taskforce's reporting obligations, coordinating the government business on behalf of the Taskforce and contribute to the broader operations that support the Taskforce. This will include ensuring the reporting obligations of the Taskforce are met, coordinating and preparing responses to ministerial requests including correspondence, question time briefs, questions on notice and other government business requests and ensuring effective collaboration with the People Services team to assist in delivery of the Taskforce's recruitment and staff transition/retention initiatives.

We are looking for a highly organised person that can demonstrate their ability to prioritise work, deliver quality outcomes and has the flexibility to adapt to the ever-changing needs of the Taskforce. This role will provide you with the opportunity to work with passionate people delivering projects and policies on behalf of the ACT

Government for the Community. The successful applicant will be comfortable working in a regularly changing environment addressing complex and sensitive issues.

The ACT Public Service 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, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Knowledge of the work of the Asbestos Response Taskforce and its clients is highly desirable. Candidates must not have any direct conflict of interest relating to loose fill asbestos insulation in ACT homes.

Note: This is a temporary position available from 20 June 2020 until 30 June 2021. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please provide a curriculum vitae, contact details of two referees, and a short statement (no more than two pages) outlining how your Skills, Qualifications and Experience make you an ideal candidate for the role. You should consider both the Duties/Responsibilities of the position and the Selection Criteria in drafting your statement.

Applications should be submitted via the Apply Now button below.

Contact Officer: Monica Saad (02) 6207 2112 [Monica.Saad@act.gov.au](mailto:Monica.Saad@act.gov.au)

## **Environment ACT**

### **Parks and Conservation Service**

#### **Urban Reserves**

#### **Urban Wildlife Ranger**

#### **Park Ranger 1 \$64,230 - \$69,125, Canberra (PN: 47433, several)**

Gazette Date: 13 May 2020

Closing Date: 28 May 2020

Details: The ACT Parks and Conservation Service (PCS) is responsible for the sustainable management of our national parks, nature reserves, commercial softwood forests and rural lands, including management of Namadgi National Park, Canberra Nature Park, Tidbinbilla Nature Reserve, Googong Foreshores, water catchment areas and commercial pine plantations. The Parks and Conservation Service implements a broad range of natural and cultural resource management programs both on and off reserve that support sustainable environmental conservation land management and heritage outcomes.

An opportunity exists for a self-motivated team players to join a small team tasked to deliver the PCS Urban Wildlife Program.

The occupants will be required to attend to injured or sick wildlife across the ACT. Most call outs are to euthanise kangaroos injured in vehicle collisions. The occupant will be trained and mentored in dealing with injured and sick wildlife, in accordance with relevant codes of practice and legislation.

Eligibility/Other Requirements:

Eligible to obtain an ACT firearms licence

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 - [HYPERLINK](#)

["https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804"](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: There are two positions available from this process. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please submit a written application addressing the selection criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

*Applications should be submitted via the Apply Now button below.*

Contact Officer: Mark Sweaney (02) 6205 0526 [Mark.Sweaney@act.gov.au](mailto:Mark.Sweaney@act.gov.au)

## Environment Parks and Conservation

### Environmental Offsets - Planning, Monitoring and Research

#### Field Ecologist

#### Professional Officer Class 1 \$60,292 - \$83,600, Canberra (PN: 41062, several)

Gazetted: 8 May 2020

Closing Date: 21 May 2020

Details: ACT Parks and Conservation is seeking the services of an ecologist to assist with monitoring of key grassland restoration and research projects across ACT reserves and offsets. This position will involve intensive ecological surveys looking at reptiles, plants, birds, invertebrates including several threatened species. The successful candidate will be required to work with a variety of ACT Government ecologists and land managers and work in the field to assist in ongoing monitoring. The successful candidate will be to work at times independent, to be able to rapidly pick up fauna and flora identification, manage data collection and maintain data storage systems.

Eligibility/Other Requirements:

- Tertiary qualifications in a field of environmental management or biological science, preferably including studies in ecology, botany or conservation of terrestrial flora and ecosystems.
- A current manual driver's licence.
- A willingness to work independently in the field, potentially outside normal hours in remote locations and in adverse weather conditions.
- Experience with field based monitoring, ecological research, and surveying plants and reptiles is desirable.
- 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: These are temporary position's available for six months with the possibility of permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please submit a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current curriculum vitae, listing two referees and their contact details.

*Applications should be submitted via the Apply Now button below.*

Contact Officer: Brett Howland (02) 6205 9129 [brett.howland@act.gov.au](mailto:brett.howland@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](mailto:jobs@act.gov.au)

### Development Delivery

#### Greenfield

#### Project Manager

#### Infrastructure Officer 5 \$152,724, Canberra (PN: 47522)

Gazette Date: 12 May 2020

Closing Date: 26 May 2020

Details: The Suburban Land Agency is seeking applications for the role of Senior Project Manager within the Molonglo Critical Infrastructure Projects Section.

Reporting to the Development Director Infrastructure, the Senior Project Manager will be responsible for the successful delivery, from inception to project completion, of studies, reports, designs, construction management and advice relating to major capital works projects (high voltage electricity, sewer ventilation and major stormwater) and utility services issues.

This includes:

Planning, design, procurement, construction and commissioning of major electricity, sewerage and stormwater infrastructure projects;

Management of multi-disciplinary major civil engineering projects, including coordinated staging and management of projects and contracts within programs;

Procurement of consultants and contractors for civil design and civil construction works and negotiation of complex procurement agreements in accordance with Territory Government Policies;  
Developing and managing major civil engineering contracts in accordance with Territory Government Policies;  
Managing key stakeholders associated with project delivery including approval authorities, asset owners, community and industry groups and the SLA Executive and Board;  
Program Governance, including financial and risk management and reporting;  
Project management and the use of software packages including Microsoft Project;  
Representing the SLA at high level meetings and with the community in relation to projects including presentations, explanation and negotiation skills.  
This position does not require a Working with Vulnerable People Check and does not involve direct supervision of personnel.

Note: This is a temporary position available immediately for up to 12 months. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Interested candidates are required to submit a short application outlining relevant skills and experience in no more than two pages, as well as a current curriculum vitae and the name of contact details of two referees by the closing time.

Applications should be submitted via the Apply Now button below.

Contact Officer: Nic Morgan (02) 6205 4006 [Nic.Morgan@act.gov.au](mailto:Nic.Morgan@act.gov.au)

## **Finance Valuations and Systems**

### **Finance Senior Officer, Commercial Finance**

#### **Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 46138)**

Gazetted: 8 May 2020

Closing Date: 15 May 2020

Details: The Suburban Land Agency is looking for an experienced finance professional with broad commercial finance and accounting skills for the role of Senior Officer, Commercial Finance. This diverse role offers a unique opportunity to work in a hybrid commercial and government setting. This specialist role will provide support to the Senior Director in providing strategic commercial financial and taxation advice in joint ventures and other land development arrangements. Also, this role has carriage of ensuring that all financial policies are developed, maintained and complied with. To succeed in this role you will have had experience in finance or similar corporate finance roles. It is essential that you have well developed communication skills with experience in accounting and in developing and maintaining financial policies. If you are a finance professional who thrives in a fast paced and diverse environment, we would like to hear from you.

Eligibility/Other Requirements: Prior experience in similar finance or accounting roles is desirable.

How to Apply: Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

*Applications should be submitted via the Apply Now button below*

Contact Officer: Michael Jeremenko (02) 6205 9001 [michael.jeremenko@act.gov.au](mailto:michael.jeremenko@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>**

## **ACT Health**

### **Health Systems Policy and Research**

### **Public Health Protection and Regulation**

**Communicable Disease Control**

**Disease Surveillance Epidemiologist**

**Health Professional Level 4 \$107,475 - \$115,687, Canberra (PN: 15102)**

Gazette Date: 11 May 2020

Closing Date: 27 May 2020

Details: The Health Protection Service within ACT Health is looking to hire a suitably qualified and enthusiastic individual to support the branch, managing a regulatory database suite and a document control system. The successful applicant will work with the Assistant Director, Business Management Services to implement business improvements that support the vital work of the Health Protection Service.

The Health Protection Service is part of the Public Health, Protection and Regulation Division, headed by the Chief Health Officer who is appointed under the Public Health Act 1997 and fulfils a range of statutory responsibilities and delegations under various public health legislation. The Division is responsible for development of population health strategic initiatives in ACT in the key areas of protection, prevention, and Territory-wide interventions. The Division is also responsible in exercising statutory responsibilities on behalf of the Chief Health Officer to prevent and manage risks to the health of the ACT population, including planning and management of public health incidents and emergencies.

The Health Protection Service manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services.

The ACT Public Service 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, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other requirements: Applicants will require tertiary qualifications in epidemiology with experience in surveillance and management of communicable diseases, statistical analysis and reporting.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Applicants should provide a written response to the Selection Criteria of no more than two pages, a curriculum vitae and the names of two professional referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Rebecca Hundy (02) 5124 6219 [Rebecca.Hundy@act.gov.au](mailto:Rebecca.Hundy@act.gov.au)

**Corporate and Governance**

**Strategic Finance**

**Capital Budgeting and Reporting**

**Assistant Director**

**Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 19430)**

Gazetted: 11 May 2020

Closing Date: 25 May 2020

Details: The ACT Health Directorate is seeking an enthusiastic finance manager to join the capital budgeting and reporting section to perform a range of financial reporting and stakeholder engagement functions. To be successful, you will have excellent collaboration, communication and data analytical skills, and have demonstrated experience in public sector accounting, providing briefings and financial support to divisions.

Eligibility/Other Requirements: Policy and legislative development experience will be highly regarded. A law degree is desirable but not required.

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

How to Apply: Please submit a two-page maximum statement of claims outlining your Skills and Experience taking into account the Selection Criteria and Position Description and a current curriculum vitae.

*Applications should be submitted via the Apply Now button below.*

Contact Officer: Shaun Zhang (02) 5124 9653 [shaun.zhang@act.gov.au](mailto:shaun.zhang@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](mailto:jobs@act.gov.au)

### **ACT Courts and Tribunal**

#### **Executive Branch Manager, Corporate and Strategic Services**

**Executive Level 1.3 \$236,451 - \$245,570 depending on current superannuation arrangements, Canberra (PN: E1143)**

Gazetted: 7 May 2020

Closing Date: 28 May 2020

The ACT Courts and Tribunal (ACTCT) provides the Supreme Court, Magistrates Court and ACT Civil and Administrative Tribunal (ACAT) with registry, court support, forensic medicine, sheriff, and corporate and strategic services. It supports the proper administration of justice by providing high quality support to judicial officers and tribunal members and high quality services to those using the courts and tribunal.

The Executive Branch Manager heads the ACTCT Corporate and Strategic Services Branch and is responsible for the contemporary and strategic leadership of human resources, finance, infrastructure, risk management, audit, governance, change management, project management, procurement and contract management, knowledge management and information technology functions which support the operations of each court and ACAT. The role plays a key part in leading and supporting complex change management projects/transformation strategies to enhance the effectiveness and efficiency of business functions and service delivery. The position requires the application of a high degree of sensitivity and confidentiality, as well as a dynamic and flexible approach to tight deadlines.

To be a strong contender for this position you will need to be a self-motivated person with highly developed communication and interpersonal skills, sound judgement, very good planning and organisational skills (particularly in relation to work prioritisation), and a commitment to the delivery of high quality services. You will be able to demonstrate success in achieving effective client-focussed corporate services in a government environment with proven ability to inspire employees to embrace change and transformation in an inclusive and dynamic work environment. You will have a strong record of strategic leadership in key areas of project and change management, information technology, finance, governance, procurement and human resources.

Remuneration: The position attracts a remuneration package ranging from \$236,451 to \$245,570 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$182,388.

Contract: The successful applicant will be engaged under the [Public Sector Management Act 1994](#) under a performance based contract for a period of up to five years. Prospective applicants should be aware that details of long-term engagements are tabled in the ACT Legislative Assembly.

How to Apply: Please provide a written response of no more than four pages addressing the Selection Criteria, your curriculum vitae and the names of two referees before close of business on 28 May 2020.

For further information please contact Philip Kellow, Principal Registrar and CEO, ACT Courts and Tribunal on (02) 6207 1054 or email to [philip.kellow@courts.act.gov.au](mailto:philip.kellow@courts.act.gov.au).

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

### **ACT Law Courts and Tribunals**

#### **Magistrates Court**

#### **Alternative Dispute Resolution Unit**

#### **Conferencing Officer**

**Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: CO8986, several)**

Gazetted: 8 May 2020

Closing Date: 29 May 2020

Details: The Conferencing Officer at the Magistrates Court is responsible for conducting shuttle, mediation style preliminary conferences in: Family Violence, Personal Violence and Workplace Order matters. The object of the conference is to facilitate settlement of proceedings by consent of the parties or alternatively to ensure that the application for a final protection order is ready for hearing as soon as practicable. The Conferencing Officer's role includes explaining and providing guidance on the conference process to parties and informing them about available support services. Accurate recording of any agreement reached by the parties in the conference using

the Court's electronic case management system is essential. The role has limited delegations as a Deputy Registrar of the Court and authorisation under the Court Procedures Rules 2006 for the exercise of some statutory powers including making consent orders.

Eligibility/Other Requirements: Admission as a practitioner of the High Court or the Supreme Court of an Australian State or Territory. Three years post admission experience. Accreditation under the National Mediation Accreditation System or interest in obtaining.

Note: These roles are casual roster positions. Working hours are usually between 9am and 1pm on any business day. It would be expected that the Conferencing Officer has reasonable availability during those hours. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Please provide a two page pitch, curriculum vitae, relevant qualifications and the names and contact of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Matthew Kamarul (02) 6207 1713 [matthew.kamarul@courts.act.gov.au](mailto:matthew.kamarul@courts.act.gov.au)

## **Legislation, Policy and Programs**

### **Road Safety and Transport Regulation**

#### **Senior Policy Officer**

#### **Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 09578, several)**

Gazette Date: 08 May 2020

Closing Date: 22 May 2020

Details: Road Safety and Transport Regulation is responsible for a range of road safety and transport matters and reports to the Minister for Justice, Consumer Affairs and Road Safety.

The team researches and develops programs, policy, regulation and legislation on a range of road safety and transport matters including developing and managing the ACT's Road Safety Strategy and Action Plan, implementing reforms to the ACT's road transport legislation, road safety education and awareness campaigns and participating in national working groups on road safety and road transport matters.

The branch is seeking Senior Policy Officers with an interest in road safety and transport regulation matters and an ability to work independently across a variety of matters in set time frames within a busy work environment.

The successful candidates will be involved in working on a wide range of issues and types of projects from community education and awareness campaigns to the development of ACT specific road transport legislation (including regulations and instruments). This work could include assisting to develop innovative responses to issues; coordinating strategies that invoke a whole of government and community approach; and assisting to develop and implement policies that meet the needs of the community.

These positions require someone with strong written and verbal communication skills, with a proven ability to deliver quality products within set time frames. It also requires someone with excellent attention to detail and organisation skills. Important functions of the positions include being able to prepare a variety of materials to support both programs, awareness campaigns and application of the ACT's road transport legislation and successfully promote positive relationships with key stakeholders, write for different government and community audiences and manage priorities in a demanding work environment.

Current priorities for the team include the development of a new road safety strategy and action plan, road safety grants, national reforms for motorised mobility devices, programs to address driver distraction and reforms to the ACT's road transport legislation.

Note: There are two permanent vacancies. An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months

How to Apply: Applicants should submit a supporting statement (no more than two to three pages) outlining practical experience and examples related to the role with reference to the professional and behavioural capabilities, a current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Alison Kemp (02) 6207 5891 [Alison.Kemp@act.gov.au](mailto:Alison.Kemp@act.gov.au)

## **Justice and Community Safety**

### **ACT Corrective Services**

#### **Corporate Services**



## **Business Services**

### **Team Leader**

#### **Senior Officer Grade C \$107,475 - \$115,687, Canberra (PN: 37398)**

Gazetted: 12 May 2020

Closing Date: 02 June 2020

Details: ACT Corrective Services (ACTCS) is looking for an experienced, highly-motivated and career-oriented person to fill the position of Team Leader (SOGC), within the Business Services Unit (BSU). The successful applicant will provide support and assistance within the BSU in the preparation of financial reports, internal and external budgets, capital works management and reporting, preparation of business cases, portable and attractive asset management and monitoring; monthly management reporting and reporting of notifiable invoices; Annual Report statistics; and annual insurance return. In addition, you will assist with the development and maintenance of ACTCS financial planning policies and systems, provide accurate reporting against performance measures, statutory reporting measures, adhoc requests and undertake transactional process and investigation activities. Further to this, you will assist with the development and implementation of reports against performance measures, contribute to teamwork and a culture of collaboration, prepare materials for audit purposes, monthly accrual accounting and supervise the accounts payable and receivables process. To be successful, you will be required to demonstrate exceptional communication and interpersonal skills, in addition to strong leadership and management skills. The ACT Public Service 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, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

- Relevant tertiary qualifications in accounting are highly desirable.
- The successful candidate may be required to undergo a National Police check.
- Current driver's licence.
- 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

How to Apply: Applicants are required to submit three items: (1) a one to three page written response addressing the Professional/Technical Skills and Knowledge, Behavioural capabilities, having regard for the job requirements; (2) a current curriculum vitae; and (3) the names and contact details of two referees (one should be a current Supervisor/Manager). Please ensure you submit all three items.

Applications should be submitted via the Apply Now button below.

Contact Officer: Shanez De Silva (02) 6205 5341 [shanez.desilva@act.gov.au](mailto:shanez.desilva@act.gov.au)

## **Legislation, Policy and Programs**

### **Road Safety and Transport Regulation**

#### **Director, Transport Regulation**

#### **Senior Officer Grade B \$126,577 - \$142,494, Canberra (PN: 39619)**

Gazetted: 8 May 2020

Closing Date: 22 May 2020

Details: The Road Safety and Transport Regulation branch is responsible for a range of road safety and transport matters and reports to the Minister for Justice, Consumer Affairs and Road Safety. The branch researches and develops programs, policy, regulation and legislation on a range of road safety and transport matters including developing and managing the ACT's Road Safety Strategy and Action Plan. A senior manager with experience in policy and regulatory reform is required to lead the transport regulation team. The role requires someone with strong communication skills, a proven ability to deliver quality products within set time frames and experience in legislative and policy development. They will also be required to develop and promote positive relationships with stakeholders and represent the Directorate at national working groups and forums. Current priorities for the team include review of the alcohol interlock program; reforms to the ACT road transport legislation; input into the national framework for autonomous vehicles and supporting trials in the ACT.

Eligibility/Other Requirements: Policy and legislative development experience will be highly regarded. A law degree is desirable but not required.

Note: This is a temporary vacancy available for six months with the possibility of extension or permanency. An order of merit may be established from this selection process and may be used to fill future identical vacancies over the next 12 months. The position is full-time but consideration will be given to part-time applicants through

job-sharing arrangements. Applicants should specify in their application if they are seeking to work part-time and the days / hours sought.

How to Apply: Applicants should submit a one-two page pitch that outlines specific evidenced-based examples of your past experience to demonstrate your ability to undertake this role, together with a copy of your current curriculum vitae and the name and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Alison Kemp (02) 6207 5891 [alison.kemp@act.gov.au](mailto:alison.kemp@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](mailto:jobs@act.gov.au)**

#### **Transport Canberra and City Services City Services**

##### **Place Management**

##### **Sport and Recreation Facilities**

##### **Sports Ground Maintenance Officer**

##### **General Service Officer Level 5/6 \$55,841 - \$61,456, Canberra (PN: 14036, several)**

Gazette Date: 12 May 2020

Closing Date: 26 May 2020

Details: Join Transport Canberra and City Services as we make Canberra attractive, safe and easy to move around.

We offer rewarding careers with great benefits, where you will work on projects that make a difference to the everyday lives of your family, friends and community. Sport and Recreation Facilities is a dynamic and responsive business unit which provides sporting and recreation services for the community.

The General Services Officer, Level 5/6 is responsible for Leading and working as part of a team of employees engaged in Turf maintenance and cleaning operations of Government Sports Ground Facilities.

The ACT Public Service 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, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Certificate in Turf Management, Green Keeping or Horticulture.

Preparedness to wear a uniform and to work anywhere in the ACT.

This may also involve working alone operating equipment.

Driver's licence and to obtain a Medium ridge truck licence within 12 months of your appointment.

Ability to undertake the physical requirements of the tasks listed above and ability to lift weight up to 20 to 25 kg.

Workplace Health and Safety Induction (White Card)

Note: Selection may be based on application and referee reports only. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Please provide a response to the Selection Criteria outlined in the attached Position Description, including a current curriculum vitae and contact details of referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Dave Mann (02) 6207 5143 [Dave.Mann@act.gov.au](mailto:Dave.Mann@act.gov.au)

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

#### **People and Capability Organisational Development**

##### **Inclusion Coordinator, Culture and Strategy**

##### **Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 27229)**

Gazetted: 11 May 2020

Closing Date: 10 June 2020

Details: Are you a Human Resources (HR) professional with a passion for workplace diversity and inclusion? Do you want the opportunity to work with great people in a rewarding career that shapes our city's future? Join Transport

Canberra and City Services (TCCS) as we make Canberra attractive, safe and easy to move around. People and Capability are seeking applications from proactive and enthusiastic candidates to join our branch as the Inclusion Coordinator in the Culture and Strategy team. In this role you will bring drive and enthusiasm to support the development of a range of projects and programs aligned with TCCS's People Strategy 2019-2023, with special focus providing knowledge and advice on diversity and inclusion aspects. The successful candidate will be responsible for supporting business units in TCCS becoming a diverse and inclusive workplace, including advice on reasonable adjustment and employment pathways. Our values are Excellence, Safety, Collaboration, Respect, Innovation and Integrity. We want our organisation to be full of talented people who believe in and demonstrate behaviours in line with our values.

Eligibility/Other Requirements: This is a designated position in accordance with *s42, Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested. Tertiary studies are highly desirable and a minimum of three years' experience in a similar or complementary role.

Note: This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants should submit a response of no more than two pages addressing the Selection Criteria, together with your tailored curriculum vitae and the contact details of at least two referees. See the attached Position Description for further information about the role.

Applications should be submitted via the Apply Now button below.

Contact Officer: Sharon Swincer (02) 6205 6190 [sharon.swincer@act.gov.au](mailto:sharon.swincer@act.gov.au)

### **Canberra Health Services**

**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>**

#### **Medical Services**

##### **Pharmacy Services**

**Pharmacist – Mental Health, Justice Health, Alcohol and Drug**

**Pharmacist Level 2/3 \$78,400 - \$107,611 (up to \$110,423 on achieving personal upgrade), Canberra (PN: 10952, several)**

Gazetted: 14 May 2020

Closing Date: 21 May 2020

About us

Our Vision: Creating exceptional health care together.

Our Role: To be a health service that is trusted by our community.

Our Values: Reliable, Progressive, Respectful and Kind

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

CHS administers a range publicly funded health facilities, programs and services including but not limited to:

- The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.
- University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.
- Four Walk-in Centres: which provide free treatment for minor illness and injury.
- Six community health centres: providing a range of general and specialist health services to people of all ages.
- A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the work area and position

The Pharmacy sits within the Office of the Executive Director of Medical Services (EDMS) which includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) 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 department provides a range of clinical services to inpatients and outpatients including a number of specialised services.

Under the broad direction of the Senior Pharmacists and Deputy Directors of Pharmacy, the Pharmacist will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service. The responsibility of this position is to provide clinical and operational pharmacy services across CHS which may include off site facilities, integrating into the CHS Pharmacy team providing a range of pharmacy services during business hours, on weekends, after hours and public holidays as rostered.

This position will be responsible for the day to day operation of the Justice Health Pharmacy Service, including responsibility for the state-of-the-art automated tablet packing machine at the Canberra Hospital used to pack medicines for the Justice Health Service areas. This position would suit an individual with hospital or community experience, motivated to work with new technology and an interest in developing their clinical skills within the mental health, justice health and drug and alcohol services.

Eligibility/ Other Requirements:

- Be registered (or be eligible for registration) as a Pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA).
- Post-registration experience of working within the hospital pharmacy setting or appropriate community pharmacy experience sufficient to meet the requirements of this role.

Highly Desirable:

- The Society of Hospital Pharmacist of Australia (SHPA) membership.
- Experience of working within the area of mental health, justice health and/or drug and alcohol management.

Prior to commencement successful candidates may be required to:

- Undergo a pre-employment National Police check.
- Comply with Canberra Health Services credentialing requirements for allied health professionals.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy (OMU).

Contact Officer: Hamed Lane (02) 5124 2203 [hameda.lane@act.gov.au](mailto:hameda.lane@act.gov.au)

## **Canberra Health Services**

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

#### **Adult Acute Mental Health Services**

#### **Registered Nurse Level 1 \$67,984 - \$90,814, Canberra (PN: 31257, several)**

Gazetted: 14 May 2020

Closing Date: 28 May 2020

Our Vision: creating exceptional health care together

Our Role: to be a health service that is trusted by our community

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley.

CHS administers a range publicly funded health facilities, programs and services including but not limited to:

- The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.
- University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.
- Four Walk-in Centres: which provide free treatment for minor illness and injury.
- Six community health centres: providing a range of general and specialist health services to people of all ages.

- A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the work area and position

Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) is a contemporary evidence-based service providing high quality mental health care that is guided by principles of Recovery.

The Adult Mental Health Unit (AMHU) is a 40-bed acute inpatient unit for people with acute mental health issues.

The service aims to provide collaborative care involving the person, their carers and other key services. The Mental Health Short Stay Unit (MHSSU) is a sub-acute six bed inpatient unit located in the Emergency Department for people requiring extended mental health assessment and or treatment initiation.

At this level it is expected that you will provide, under limited supervision, high quality clinical nursing skills and care to achieve sound recovery outcomes. It is also an expectation that you will contribute to the multidisciplinary team, and support the senior nurses, Clinical Nurse Consultant and Assistant Director of Nursing in change processes. You will be required to undertake professional development, supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements:

Mandatory:

- Current registration or eligibility for un-conditional registration, without notations or conditions on practice with the Nursing and Midwifery Board of Australia.

Desirable:

- Post Graduate Qualification in Mental Health Nursing
- Recent nursing experience within an acute mental health setting.
- Current driver's licence

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police check.
- Comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Note: This is a temporary position available for six months with a possibility of extension or permanency. This is a full-time position working a rotating shift roster, including night shifts.

Contact Officer: Monique Fielder (02) 5124 5452 [monique.t.fielder@act.gov.au](mailto:monique.t.fielder@act.gov.au)

## **Canberra Health Services**

### **Clinical Services**

#### **Cancer Nursing Haematology**

##### **Clinical Nurse Consultant, Haematology Outpatients**

##### **Registered Nurse Level 3.2 \$122,360, Canberra (PN: 46810)**

Gazetted: 14 May 2020

Closing Date: 20 May 2020

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- Four Walk-in Centres: which provide free treatment for minor illness and injury.
- Six community health centres: providing a range of general and specialist health services to people of all ages.

- A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the work area and position: The Haematology Outpatient Service is a dedicated unit providing a variety of procedures and treatments within an Ambulatory setting to patients with malignant and non-malignant

haematological disorders in the ACT community. Nursing staff are key members of the multidisciplinary team and work within a supportive environment to develop professionally and deliver patient centered care.

The Clinical Nurse Consultant (CNC) is responsible for the maintenance and upholding standards of nursing care within the Haematology Outpatients Unit, including human and financial management. This involves fostering an environment which actively encourages the development of expert nursing skills and professional development within the area, supporting a positive workplace culture and environment.

Eligibility/Other Requirements:

Mandatory:

- Be registered (or be eligible for registration) as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).

Desirable:

- Post graduate qualifications (or equivalent) in Haematology Nursing, or similar.
- Current driver's licence.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police check

Note: The position is Monday to Friday, business hours with some flexibility required.

Contact Officer: Julianne Siggins (02) 5124 8557 [julianne.siggins@act.gov.au](mailto:julianne.siggins@act.gov.au)

## **Canberra Health Services**

### **Clinical Services**

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

#### **Alcohol and Drug Program**

#### **Comorbidity Clinician**

**Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade), Canberra (PN: 29215)**

Gazetted: 14 May 2020

Closing Date: 28 May 2020

Details: Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range publicly funded health facilities, programs and services including but not limited to:

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- Three Walk-in Centres: which provide free treatment for minor illness and injury.
- Six community health centres: providing a range of general and specialist health services to people of all ages.
- A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Mental Health, Justice Health and Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment, to recovery and maintenance, and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including people's home. These services include:

- Rehabilitation and Speciality Services
- Adult Community Mental Health Services
- Adult Acute Mental Health Services
- Alcohol and Drug Services

- Child and Adolescent Mental Health Services (CAMHS)
- Justice Health Services

Overview of the work area and position:

The Alcohol and Drug Service is a multidisciplinary service within the ACT Health providing a range of specialist services for people affected by alcohol and other drug use. The Alcohol and Drug Service is a part of the division of Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS), which is a contemporary, evidence based service providing high quality care, guided by principles of harm minimisation.

This position is part of an allied health team based at the Canberra hospital that provide support to clients of the withdrawal unit, the opioid replacement therapy service or the specialist medical service.

This position works collaboratively with individuals who experience both mental health and substance use disorders and, at the divisional level to ensure individuals have positive health outcomes. This position works with ACT Mental Health Services to build the capacity of health care providers to work effectively with people with mental health disorders and alcohol and other drugs issues.

This role is a mandatory qualified position and will require recent demonstrated experience in the provision of comprehensive assessments, counselling and group work to adults.

All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements:

Mandatory:

If practising 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 Canberra Health Services facilities, the person occupying this position will be required to comply with Canberra Health Services credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any appointment being made.

For Social Work:

- Tertiary qualification in Social Work.
- Eligibility for membership of the Australian Association of Social Workers.

For Psychology:

- Be registered or be eligible for general registration as a Psychologist with the Australian Health Practitioner Regulation Agency (AHPRA).

For Counselling:

- Eligible qualification pathways

Pathway 1

Minimum five-year full-time (or part-time equivalent) sequence of study made up of:

(i) Minimum three-year undergraduate Bachelor-level accredited degree in a health-related discipline (psychology, social work, occupational therapy or other discipline considered relevant)

AND

(ii) Minimum two-year full-time (or part-time equivalent) post-graduate study in counselling via a Psychotherapy and Counselling Federation of Australia (PACFA) or Australian Counselling Association (ACA) accredited course;

OR

(iii) Three-year part-time Australian and New Zealand Association of Psychotherapy (ANZAP) training in the Conversational Model.

Pathway 2

Minimum three-year undergraduate Bachelor of Counselling degree via a PACFA or ACA accredited course

AND

(i) Minimum one-year full-time (or part-time equivalent) post-graduate study in counselling via a PACFA or ACA accredited course

OR

(ii) Three-year part-time ANZAP training in the Conversational Model.

- Demonstrated evidence of eligibility for listing on the Australian Register of Counsellors and Psychotherapists (ARCAP) as either a Division A PACFA minimum Clinical Registrant or Division B ACA minimum Level 3.

Desirable:

- Current driver's licence.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment Police check.
- Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.
- Comply with Canberra Health Services credentialing for Allied Health professionals.
- Comply with CHS Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Daniel Panozzo (02) 5124 2591 [daniel.panozzo@act.gov.au](mailto:daniel.panozzo@act.gov.au)

## Canberra Health Services

### Medical Services Pharmacy

#### Pharmacist

#### Pharmacist Level 4 \$113,851 - \$122,566, Canberra (PN: 32517)

Gazetted: 14 May 2020

Closing Date: 22 May 2020

*Our Vision: creating exceptional health care together*

*Our Role: to be a health service that is trusted by our community*

*Our Values: Reliable, Progressive, Respectful and Kind*

Canberra Health Services (CHS) is focussed on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services, to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range of publicly funded health facilities, programs and services including but not limited to:

- The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.
- University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.
- Mental Health, Justice Health, Alcohol and Drug Services provide a range of health services from prevention and treatment through to recovery and maintenance at a number of locations and in varied environments for people suffering from mental health issues.
- Four Walk-in Centres: which provide free treatment for minor illness and injury.
- Seven community health centres: providing a range of general and specialist health services to people of all ages.
- A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the work area and position

The Pharmacy sits within the Office of the Executive Director of Medical Services (EDMS) which includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) 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".

Eligibility/Other Requirements:

Mandatory:

- Appropriate pharmacist qualifications and currently registered or be eligible for registration as a pharmacist with the Pharmacy Board of Australia (AHPRA).
- Postgraduate qualifications in Clinical Pharmacy, Management, Education or Research or extensive clinical pharmacy experience deemed equivalent.
- Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Desirable:

- Hold a current driver's licence.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police check.



Note: This is a temporary position available for 12 with the possibility of extension. This position will be required to provide a range of pharmacy services on weekends and after hours as rostered. The hospital has multiple work locations and all staff may be required to work at both The Canberra Hospital (TCH) and UCPH (University of Canberra Public Hospital) sites as rostered.

Contact Officer: Jessica Barnard (02) 5124 2721 [jessica.m.barnard@act.gov.au](mailto:jessica.m.barnard@act.gov.au)

## **Canberra Health Services**

### **Clinical Services**

### **Rehabilitation, Aged and Community Care**

### **Oral Health Services**

### **Senior Dental Therapist**

### **Health Professional Level 4 \$107,475 - \$115,687, Canberra (PN: 26592)**

Gazette: 14 May 2020

Closing Date: 21 May 2020

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Our Role: to be a health service that is trusted by our community

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- A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the work area and position:

The Dental Health Program is in the Division of Rehabilitation, Aged and Community Services and offers a range of public dental services to the community including:

- Child and youth dental services to all children under the age of 14 years who live in or attend an ACT school.
- Young people under the age of 18 with access to a Centrelink-issued Pension Concession or Health Care Card.
- Adult dental services for ACT residents who are the primary holder of a Centrelink-issued Pension Concession or Health Care Card.

Services include:

- Preventative dental interventions and health promotion
- Emergency dental care
- Restorative and prosthetic dental care
- Some orthodontic interventions for eligible clients

Services are delivered in the community as well as:

- Gungahlin Health Centre
- Belconnen Health Centre
- Civic Health Centre
- Phillip Health Centre
- Tuggeranong Health Centre
- Alexander Maconochie Centre
- Mobile Dental Clinic

Under broad direction, you will play a key role in providing professional leadership to a designated team, develop, implement and manage clinical guidelines and pathways and participate in a multidisciplinary team including but

not limited to dental therapists, oral health therapists, dental assistants, dentists, prosthetists and administration staff.

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

Contact Officer: Michael Keen (02) 5124 1732 [michael.keen@act.gov.au](mailto:michael.keen@act.gov.au)

## **Clinical Services**

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

#### **Adult Mental Health Unit**

##### **Assistant in Nursing – Adult Acute Mental Health Services**

##### **Assistant in Nursing \$52,300 - \$54,070, Canberra (PN: 44383)**

Gazetted: 14 May 2020

Closing Date: 28 May 2020

About us

Our Vision: Creating exceptional health care together.

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- Six community health centres: providing a range of general and specialist health services to people of all ages.
- A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

Overview of the work area and position

Adult Acute Mental Health Services incorporates the Adult Mental Health Unit (AMHU), the Mental Health Short Stay Unit (MHSSU) and the Consultation Liaison (CL) Team across the Emergency Department and The Canberra Hospital (TCH)

AMHU is a 40-bed inpatient Facility comprised of a 10 bed High Dependency Unit (HDU) and 30 bed Low Dependence Unit (LDU) for people experiencing moderate to severe mental illness. AMHU is a contemporary evidence-based service providing high quality mental health care, guided by the principles of Recovery. The service aims to provide collaborative care involving the patient, their carers and other key services. MHSSU is a low dependency 6 bed inpatient unit in the ED for people requiring extended mental health assessment and or treatment initiation.

At this level the Assistant in Nursing (AIN) is to assist in the delivery of the following direct care activities under the supervision of a Registered nurse;

- Assist with on-ward patient groups and activities
- Observe and report on consumer mental status
- Participate in shift handover (includes use of ISBAR)
- Encouraging the maintenance of hygiene and grooming
- Reporting of observed self-harm/suicide risk behaviours
- Reporting of violence and aggression
- Escorting consumers on TCH campus of consumers at Registered Nurse discretion; off-campus escorts with Registered Nurse
- Document all patient responses to direct care/assistance given, include in progress notes and clinical records in accordance with the plan of care and organisational protocols/policy/procedures
- Maintain the appearance and function of equipment such as lifting and mobilising aids, pressure reducing mattresses and other clinical devices used in nursing interventions

- Promote and maintain a clean, comfortable and safe environment for patients, staff and visitors

Eligibility/Other Requirements:

Desirable:

- Certificate III in Health Services Assistance or recognised equivalent is desirable.
- Current driver's licence.

Prior to commencement successful candidates will be required to:

- Undergo a pre-employment National Police Check.
- Be registered under the Working with Vulnerable People (Background Checking) Act 2011.
- Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy (OMU).

Note:

This is a temporary position available for a period of two months with the possibility of extension and/or permanency

Contact Officer: Monique Fielder (02) 5124 5452 [monique.t.fielder@act.gov.au](mailto:monique.t.fielder@act.gov.au)

## **Canberra Health Services**

### **Chief Operating Officer Clinical Services**

#### **Surgery**

#### **Cardiac Surgery**

#### **Perfusionist, Department of Cardiac Surgery**

#### **Health Professional Level 4 \$107,475 - \$115,687, Canberra (PN: 28742)**

Gazette Date: 12 May 2020

Closing Date: 9 June 2020

Details: Our Vision: creating exceptional health care together

Our Role: to be a health service that is trusted by our community

Our Values: Reliable, Progressive, Respectful and Kind

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Four Walk-in Centres: which provide free treatment for minor illness and injury.

Seven community health centres: providing a range of general and specialist health services to people of all ages.

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health, Alcohol and Drug Services.

The Division of Surgery is responsible for delivering inpatient and outpatients surgical and medical imaging services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region.

The Division includes Surgical Bookings and Pre-Admission Clinic, Department of Anaesthesia, Pain Management Unit, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions/Extended Day Surgery Unit, specialist surgical departments and ward areas, medical and nursing outpatient services, and the Trauma and Orthopaedic Research Unit.

Overview of the work area and position:

The Cardiac Surgery Department at Canberra Hospital is a busy service supported by excellent imaging and diagnostic facilities. The Cardiac Surgery faculty currently consists of 2 Consultants, 3 Registrars, 1 qualified Perfusionist and 1 Trainee Perfusionist, as well as 1 full time Receptionist.

Under general direction of the Chief Perfusionist, the Perfusionist role is responsible for the provision of life support for patients undergoing elective and/or emergency cardiac surgery at Canberra Hospital and the National Capital Private Hospital.

The Perfusionist role is required to participate in the Perfusion Close Call Roster, aiding to ensure that perfusion services are available 24 hours a day, 7 days a week.

Eligibility/Other Requirements:

Mandatory:

Completed two-year certificate of clinical perfusion (CCP) with Australasian Board of Cardiovascular Perfusion.

Minimum three years' experience as a full time clinical perfusionists.

Currently certified with Australian and New Zealand College of Perfusion.

Comply with CHS credentialing requirements for allied health.

Desirable:

Five years' experience as a full time clinical Perfusionist

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Contact Officer: Jo Morris (02) 5124 5106 [jo.morris@act.gov.au](mailto:jo.morris@act.gov.au)

### **Major Projects Canberra**

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

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

#### **Major Projects Canberra**

##### **Communications and Engagement**

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

##### **Administrative Services Officer Class 6 \$85,394 - \$97,732, Canberra (PN: 38593)**

Gazette Date: 08 May 2020

Closing Date: 22 May 2020

Details: Are you ready to lead the development of our media strategy? Do you like a challenge and want to be part of a high-performing team delivering best-practice communications on large infrastructure projects such as the next stage of light rail or the Canberra Hospital Expansion?

Major Projects Canberra (MPC) was established on 1 July 2019 to lead the procurement and delivery of the Territory's infrastructure program. The Communications and Engagement division at MPC is responsible for delivering both internal and external communications and engagement activities that support the successful delivery of these infrastructure projects.

In this role you will support the Director and Senior Director and work collaboratively with teams across Major Projects Canberra and the wider Government to ensure the directorate's content informs and engages the Canberra community.

You'll have a passion for developing pro-active media content that highlights the work of Major Projects Canberra across both traditional media and social media channels. You'll have excellent media, reputation and expectation management skills, working to tight deadlines to draft authoritative responses to incoming media queries, drafting speaking points and undertaking daily media monitoring. You'll help develop media and communications plans, undertake day to day administrative tasks and be willing to pitch in where required with other communications and engagement tasks to help the team achieve its goals.

The ACT Public Service 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, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications and/or extensive media experience are desirable. The ability to work flexibly with some out of hours work is required. Other desirable skills include:

Previous experience working in a Government setting and an appreciation of Major Projects Canberra's role in a whole-of-government context.

Note: This is a temporary position available immediately for 12 months with the possibility of extension, and/or permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: If the above role sounds like you and you want to be part of a dynamic and dedicated team please submit a two-page response addressing your suitability for the role against the capabilities, a current curriculum vitae and contact details of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Sam Runnel (02) 6205 9951 [Sam.Runnel@act.gov.au](mailto:Sam.Runnel@act.gov.au)

### **Cultural Facilities Corporation**

#### **ACT Historic Places**

##### **Gardener**

**General Services Officer Class 5 \$55,841 - \$58,784, Canberra (PN: 017B)**

**Gazetted: 9 May 2020**

**Closing Date: 21 May 2020**

ACT Historic Places is seeking applications from an experienced and enthusiastic Gardener to help maintain the historic gardens and grounds at Lanyon Homestead, Mugga-Mugga Cottage and Calthorpes' House to reflect the cultural significance and to support visitor experiences and activities across these three places. Your varied role will include the full range of horticultural skills and use of gardening/landscaping equipment. The position reports to the Team Leader, Horticultural Services and will be part of a small horticultural team. As well as practical gardening experience, the successful applicant will need to demonstrate passion, knowledge and experience in the field of horticulture and an understanding of historic gardens. Key areas of responsibility include assisting with the maintenance of all aspects of the garden, landscape renovation programs and minor infrastructure repair works. Assistance to visitors, answering queries and ensuring that the garden remains safe and accessible for our visitors. ACT Historic Places manages the three historical properties of Lanyon, Calthorpes' House and Mugga - Mugga. We deliver diverse cultural experiences to our community through exhibitions, public and educational programs and the collection, conservation and presentation of the cultural heritage and social history of our region. ACT Historic Places is part of the Cultural Facilities Corporation an ACT Government Enterprise.

Eligibility/Other Requirements:

- Horticultural Diploma/Certificate or equivalent
- Current manual driver's licence
- Plant Operator Certificate (tractor and hand-held equipment) or willingness to obtain one
- ChemCert Card or willingness to obtain one
- First Aid Certificate or willingness to obtain one

Note: Applicants must submit a current curriculum vitae and written response to the Selection Criteria.

Recruitment may be based on application and referees reports only.

Contact Officer: Neil Walsh on [neil.walsh@act.gov.au](mailto:neil.walsh@act.gov.au) or 0409 485 003

### **Calvary Health Care ACT (Public)**

#### **Physiotherapy**

##### **Calvary Public Hospital Bruce**

**Executive Level Health Professional Level 3 Year 1 - Level 3 Year 5 CP \$94,606 - \$104,631, Canberra (PN: Expected)**

Gazette Date: 08 May 2020

Closing Date: 20 May 2020

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

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

Reference Number: 13020

Contact Officer: Jason Whittingham (02) 6201 6960 [jason.whittingham@calvary-act.com.au](mailto:jason.whittingham@calvary-act.com.au)

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

## Pharmacy

### Calvary Public Hospital Bruce

#### Pharmacist Level 3 Year 1 - Level 3 Year 5 \$102,115 - \$110,423, Canberra (PN: Several)

Gazette Date: 08 May 2020

Closing Date: 06 June 2020

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

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

Reference Number: 13015

Contact Officer: Sarah Smith (02) 6201 6265 sarah.smith@calvary-act.com.au

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

## Hospital in the Home

### Calvary Public Hospital Bruce

#### Executive Level RN Level 1 Year 2 - Level 1 Year 8 \$70,625 - \$90,814, Canberra (PN: Expected)

Gazette Date: 08 May 2020

Closing Date: 11 May 2020

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

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

Contact Officer: Rowena Hogan (02) 6201 6676 rowena.hogan@calvary-act.com.au

Reference Number: 13033

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

## Pharmacy

### Calvary Public Hospital Bruce

#### Executive Level Pharmacist Level 4 Year 1 \$106,042 - \$114,147, Canberra (PN: Expected)

Gazette Date: 08 May 2020

Closing Date: 25 May 2020

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

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

Contact Officer: Miriam Lawrence (02) 6201 6265 miriam.lawrence@calvary-act.com.au

Reference Number: 13016

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

## APPOINTMENTS

### Chief Minister, Treasury and Economic Development

#### Senior Officer Grade A \$147,006

Bridgid Edwards 865-55575, Section 68(1), 4 May 2020

#### Senior Officer Grade B \$126,577 - \$142,494

Teresa Morey: 86349587, Section 68 (1), 11 May 2020

#### Administrative Services Officer Class 4 \$71,309 - \$77,212

Claire Woodward: 86348007, Section 68 (1), 11 May 2020

#### Administrative Services Officer Class 3 \$64,230 - \$69,125

Ajay Thakur: 86341673, Section 68 (1), 11 May 2020

#### Administrative Services Officer Class 4 \$71,309 - \$77,212

Milena Tassarotti: 85866961, Section 68 (1), 11/05/2020

#### Administrative Services Officer Class 6 \$85,394 - \$97,732

Lucy Devitt: 868-30346, Section 68 (1), 11 May 2020

### **Community Services**

#### **Child and Youth Protection Professional Level 2 \$71,164 - \$95,804**

William Robin Millar: 868-30362, Section 68(1) 07 May 2020

### **Education**

#### **Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)**

Katherine Cumming 862-74685, Section 68(1), 30 April 2020

#### **Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)**

Annalise Korsch: 836-29604, Section 68(1), 11/05/2020

#### **Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)**

Jennifer Riley 862-74618, Section 68(1), 7 May 2020

### **Environment, Planning and Sustainable Development**

#### **Administrative Services Officer Class 4 \$71,309 - \$77,212**

Mathilde Castella: 863-41091, Section 68(1), 08/05/2020

### **Justice and Community Safety**

#### **Senior Officer Grade C \$107,475 - \$115,687**

Erin Maher: 868-30717, Section 68(1), 11/05/2020

#### **Administrative Services Officer Class 5 \$79,253 - \$83,888**

Robyn Kemp: 856-52584, Section 68(1), 11/05/2020

### **Canberra Health Services**

#### **Specialist Level 1- 5 \$164,470 - \$202,960**

Victor Loa, 86592464 Section 68(1), 8 May 2020

#### **Specialist Level 1- 5 \$164,470 - \$202,960**

Deborah Inman, 86377211 Section 68(1), 1 June 2020

#### **Health Professional Level 2 \$66,096 - \$90,737**

Payal Singh: 868-30004, Section 68 (1), 11/05/2020

#### **Enrolled Nurse Level 1 \$61,658 - \$65,876**

Karma Yangchen: 86- 09824, Section 68 (1) 14/05/20250

#### **Health Service Officer Level 3 \$51,761 - \$53,444**

Niroshini Sujeevan: 85362413, Section 68 (1), 14/05/2020

#### **Registered Nurse Level 2 \$94,409 - \$100,061**

Jasmine Knezevic: 84504176, Section 68 (1), 14/05/2020

#### **Senior Officer Grade C \$107,475 - \$115,687**

Sarah Barnes: 86830418, Section 68 (1), 11/05/2020

## TRANSFERS

### Education

**Jennifer Wheeler: 843-9819**

From: Child and Youth Protection Professional Level 3 \$93,346 - \$98,359  
Community Services

To: Health Professional Level 3 \$93,346 - \$98,359 (up to \$103,237 on achieving a personal upgrade)  
Education, Canberra (PN. 14327) (Gazetted 23 July 2019)

### Transport Canberra and City Services

**Paul Lee: 827-37363**

From: Administrative Services Officer Class 3 \$64,230 - \$69,125  
Transport Canberra and City Services

To: Administrative Services Officer Class 3 \$64,230 - \$69,125  
Transport Canberra and City Services, Canberra (PN: 14019) (Gazetted 21/02/2020)

## PROMOTIONS

### Chief Minister, Treasury and Economic Development

**Corporate**

**Corporate Management**

**Simona Doelle: 853-79848**

From: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$85,394 - \$97,732  
Chief Minister, Treasury and Economic Development, Canberra (PN. 36868) (Gazetted 11 March 2020)

**Shared Services**

**Payroll and HR Systems**

**HR Systems**

Phil Wales: 259-55348

From: Administrative Services Officer Class 6 \$85,394 - \$97,732  
Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$107,475 - \$115,687  
Chief Minister, Treasury and Economic Development, Canberra (PN: 16486) (Gazetted 30/01/2020)

**Shared Services**

**Payroll and HR Systems**

**Payroll Systems**

Elspeth Calcraft: 799-98239

From: Administrative Services Officer Class 4 \$71,309 - \$77,212  
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development, Canberra (PN: 09394) (Gazetted 6 February 2020)

**Shared Services**

**Payroll and HR Systems**

**Payroll Systems**

Melissa Dowling: 827-49743



From: Administrative Services Officer Class 4 \$71,309 - \$77,212  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development, Canberra (PN: 09397) (Gazetted 6 February 2020)

**Shared Services**

**Payroll and HR Systems**

**Payroll Systems**

Scott Stokes: 853-70333

From: Administrative Services Officer Class 4 \$71,309 - \$77,212  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development, Canberra (PN: 09393) (Gazetted 6 February 2020)

**Shared Services**

**Finance**

**Finance Reporting**

**Madushani Anuradhika Muhandiramlage: 084-87769**

From: Administrative Services Officer Class 3 \$64,230 - \$69,125  
Shared Services – Finance, Chief Minister, Treasury and Economic Development  
To: †Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development, Canberra (PN: 06271) (Gazetted 15 April 2020)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appellable.

**Finance and Budget**

**Cameron Naughton: 84697588**

From: Administrative Services Officer Class 4 \$71,309 - \$77,212  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development, Canberra (PN: 31630) (Gazetted 21 August 2019)

**Commercial Services and Infrastructure**

**ACT Property Group**

**Corporate Governance**

**Mikayla Thomas: 86344102**

From: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 6 \$85,394 - \$97,732  
Chief Minister, Treasury and Economic Development, Canberra (PN: 46704) (Gazetted 05 March 2020)

**Commercial Services and Infrastructure**

**Property and Venues**

**National Arboretum Canberra**

Francesco Mazzoli: 835-93015  
From: General Service Officer Level 5/6 \$55,841 - \$61,456  
Transport Canberra and City Services  
To: General Service Officer Level 9 \$73,974 - \$83,600  
Chief Minister, Treasury and Economic Development, Canberra (PN: 45503) (Gazetted 19/03/2020)

**Corporate**

**People and Capability**

**Employee Relations**

Cameron Dawson: 853-73278  
From: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Chief Minister, Treasury and Economic Development

To Administrative Services Officer Class 6 \$85,394 - \$97,732  
Chief Minister, Treasury and Economic Development, Canberra (PN: 27965) (Gazetted 03/04/2020)

**Access Canberra**

**Customer Coordination**

**Applications and Approvals**

Keryn Borrett: 793-38011

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$79,253 - \$83,888

Chief Minister, Treasury and Economic Development, Canberra (PN: 13312) (Gazetted 31/01/2020)

**Access Canberra**

**Customer Coordination**

**Applications and Approvals**

Sophie Bell: 836-11367

From: Administrative Services Officer Class 3 \$64,230 - \$69,125

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$79,253 - \$83,888

Chief Minister, Treasury and Economic Development, Canberra (PN: 14631) (Gazetted 31/01/2020)

**Access Canberra**

**Customer Coordination**

**Applications and Approvals**

Samantha Borrett: 799-89842

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$79,253 - \$83,888

Chief Minister, Treasury and Economic Development, Canberra (PN: 12567) (Gazetted 31/01/2020)

**Shared Services**

**Business Services**

**Strategic Finance**

Petek Kasirga: 792-44314

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$79,253 - \$83,888

Chief Minister, Treasury and Economic Development, Canberra (PN: 42960) (Gazetted 22/03/2019)

**Community Services**

**Children, Youth and Families**

**Child and Youth Protection Services**

**Bimberi Residential Services**

**Ashley Payne: 844-74931**

From: Administrative Services Officer Class 5 \$79,253 - \$83,888

Community Services

To: †Senior Officer Grade C \$107,475 - \$115,687

Community Services, Canberra (PN: 46582) (Gazetted 6 February 2020)

**Environment, Planning and Sustainable Development**

**Planning Delivery**

**Maggie Sing: 83567036**

From: Administrative Services Officer Class 4 \$71,309 - \$77,212

Environment, Planning and Sustainable Development

To: Administrative Services Officer Class 5 \$79,253 - \$83,888  
Environment, Planning and Sustainable Development, Canberra (PN: 00289) (Gazetted 05 February 2020)

**Planning Delivery**

**Merit Assessment**

Jacob Trelogan: 821-14465

From: Administrative Services Officer Class 5 \$79,253 - \$83,888

Environment, Planning and Sustainable Development

To: Administrative Services Officer Class 6 \$85,394 - \$97,732

Environment, Planning and Sustainable Development, Canberra (PN: 03043) (Gazetted 06/05/2019)

**ACT Health**

**Digital Solutions Division**

**Information and Data Management**

**Data Management Hub**

**Leanne Lawrance: 86349069**

From: Senior Officer Grade C \$107,475 - \$115,687

ACT Health

To: †Senior Information Technology Officer Grade A \$147,006

ACT Health, Canberra (PN: 43124) (Gazetted 14 April 2020)

**Canberra Health Services**

**Joanne Josue: 81748626**

**Canberra Health Services**

From: Health Service Officer Level 5 \$56,279 - \$59,074

Canberra Health Services

To: Health Service Officer Level 5 \$56,279 - \$59,074

Canberra Health Services, Canberra (PN: 36277) (Gazetted 19/03/2020)

**Paige Lancsar: 84820005**

**Canberra Health Services**

From: Administrative Services Officer Class 3 \$64,230 - \$69,125

Canberra Health Services

To: Administrative Services Officer Class 5 \$79,253 - \$83,888

Canberra Health Services, Canberra (PN: 36850) (Gazetted 27/02/2020)

**Renchu Joice: 82159110**

**Canberra Health Services**

From: Registered Nurse Level 1 \$67,984 - \$90,814

Canberra Health Services

To: Registered Nurse Level 2 \$94,409 - \$100,061

Canberra Health Services, Canberra (PN: 22211) (Gazetted 02/04/2020)

**Justice and Community Safety**

**Corporate People and Workplace Strategy**

**Anita Rogalewski-Slade: 836-14808**

From: Administrative Services Officer Class 6 \$85,394 - \$97,732

Justice and Community Safety

To: †Senior Officer Grade C \$107,475 - \$115,687

Justice and Community Safety, Canberra (PN: 04808) (Gazetted 15 October 2019)