



ACT Government Gazette

Gazetted Notices for the week beginning 14 July 2016

EXECUTIVE NOTICES

Chief Minister, Treasury and Economic Development

Engagement

Garry Gordon – Director, ACT Property Group (E279) Section 72 of the Public Sector Management Act 1994

Community Services

Engagement

Kate Starick – Director, Service Design, Policy and Accountability (E852) Section 72 of the Public Sector Management Act 1994

Variation – Assignment

Kate Starick – Director, Service Design, Policy and Accountability (E852) Section 80A(1)(b) of the Public Sector Management Act 1994

Justice and Community Safety

Engagement

Joseph Murphy – Chief Officer, ACT Rural Fire Service (E575) Section 72 of the Public Sector Management Act 1994

Transport Canberra and City Services

Contract Cessation

Anthony Polinelli – Director, Governance (E618) – 10.07.2016

Kim Smith – Executive Director, Corporate and Business Enterprises (E658) – 10.07.2016

Gary Byles – Director-General (E910) – 01.07.2016

VACANCIES

Calvary Health Care ACT (Public)

Nursing

MAPU

Registered Nurse Level 1

Registered Nurse Level 1 Year 2 - 8 \$64,080-\$82,398, Canberra (PN: TBA)

Gazetted: 20 July 2016

Closing Date: 30 September 2016

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

Note: Reference number 13272

Contact Officer: Susan Chambers (02) 6201 6858 Susan.Chambers@calvary-act.com.au Applications can be forwarded to: <https://calvary.mercury.com.au>

Medical Services

ICU

Executive Assistant

Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: TBA)

Gazetted: 20 July 2016

Closing Date: 24 July 2016

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

Note: Reference number 13245

Contact Officer: Hailey Cordina Hailey.Cordina@calvary-act.com.au Applications can be forwarded to:

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

Nursing

Various

Graduate Nurse

Registered Nurse Level 1 Year 1 \$61,683, Canberra (PN: Several)

Gazetted: 20 July 2016

Closing Date: 3 August 2016

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

Note: Reference number 13300

Contact Officer: Jason Kershaw (02) 6201 6120 jason.kershaw@calvary-act.com.au Applications can be forwarded

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

Nursing

Diabetes Education

Clinical Nurse Consultant

Registered Nurse Level 3 Grade 1 \$98,207 - \$102,249, Canberra (PN: TBA)

Gazetted: 20 July 2016

Closing Date: 24 July 2016

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

Contact Officer: Nicole Le Cornu (02) 6201 6841 Nicole.LeCornu@calvary-act.com.au Applications can be

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

Canberra Institute of Technology

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

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

CIT Health, Community and Science

CIT Sport and Fitness

Head of Department

Manager Education Level 1 \$113,077, Canberra (PN: 51865)

Gazetted: 19 July 2016

Closing Date: 2 August 2016

Details: CIT Health, Community and Science are a teaching college comprising seven departments: CIT Health Sciences, CIT Sport, Fitness and Wellbeing, CIT Human Services, CIT Children's Education and Care, CIT Community Work, CIT Forensic Science and CIT Animal, Environmental and Laboratory Science. The college is seeking to recruit a Head of Department in Sport, Fitness and Wellbeing to: effectively manage and administer the operations within the department, provide effective educational leadership, and support the overall operations of the college to be competitive, sustainable with a client centred approach to learning. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly

encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: MANDATORY QUALIFICATIONS AND/OR REGISTRATIONS/LICENCING. All managers at Manager Education – Level 1 or Manager Education – Level 2 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor), and an Advanced Diploma in Adult Learning and Development (or its successor).

Note: Where a manager undertakes a teaching activity, the manager must also hold vocational qualifications equal or higher to that being taught. INDUSTRY EXPERIENCE Relevant industry experience is highly desirable, though this does not have to be in the discipline being supervised. DESIRABLE: Bachelor of Education, Management or relevant higher level qualification. Leadership/management experience.

Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

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

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

CIT Corporate Services

CIT Student Information Management Systems

Senior Business/Functional Analyst

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 55171)

Gazetted: 20 July 2016

Closing Date: 3 August 2016

Details: CIT is seeking someone to identify, facilitate and strategically plan Student Information Management System enhancements to meet the changing needs of the Institute and to work in collaboration with stakeholders to prepare detailed plans for complex Student Information Management System enhancement projects, including upgrades to the system. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Note: This is a temporary position available until 30 December 2016 with the possibility of extension. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 53A, 53B and 71 and CIT Enterprise Agreements.

Contact Officer: Karl Caig (02) 6207 3363 karl.caig@cit.edu.au

Technology and Design

Design Industries

Building Design Teacher

Teacher Level 1 \$68,451 - \$91,334, Canberra (PN: 51114)

Gazetted: 15 July 2016

Closing Date: 29 July 2016

Details: Are you an experienced Building Designer with a keen awareness of the needs of the industry and a flair for sharing your knowledge and inspiring others? CIT has a long-term, five year temporary teaching position available within our well established and highly regarded Building Design program. Your primary role will be to use your professional experience to guide students to achieve their goals and help to create the next generation of building designers. The successful applicant will be able to: Provide input into the continuous improvement of course design, including the review of curriculum Develop learning resources and assessments to reflect current and changing industry standards. Collaborate with departmental colleagues to share educational best practice and industry expertise to enhance quality educational delivery. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal and Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: MANDATORY QUALIFICATIONS AND/OR REGISTRATIONS/LICENCING - New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and At commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the

Standards for RTOs 2015 Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or its successor). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or its successor). Industry Experience In accordance with sub-Clause 40.10 of the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 – 2017. All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Appropriate tertiary qualifications in Building Design or Architecture Relevant vocational/industrial professional experience in Building design projects both residential and commercial. DESIRABLE: Eligibility for membership of Design Institute of Australia or other relevant professional associations essential.

Note: This position is offered for temporary filling for a period of five years. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 53A, 53B and 71 and CIT Enterprise Agreements.

Contact Officer: Clive Hutchison (02) 6207 3455 clive.hutchison@cit.edu.au

Chief Minister, Treasury and Economic Development

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

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

Enterprise Canberra

Innovate Canberra

Skills Canberra/Engagement and Client Services

Contract Manager

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 34459)

Gazetted: 19 July 2016

Closing Date: 2 August 2016

Details: The Engagement and Client Services section is seeking a Contract Manager to contribute to the development and implementation of policy relating to the Australian Apprenticeships program and other funded training initiatives in the ACT. The successful applicant will have strong leadership skills and proven success in meeting the needs of a diverse range of stakeholders in complex environments. The position also requires experience in managing complex databases to ensure accurate outcomes.

Eligibility/Other Requirements: Experience in the Vocational Education and Training (VET) sector is desirable.

Notes: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Alice Clements (02) 6205 2578 alice.clements@act.gov.au

Shared Services

Strategic HR and Corporate

Change Management

Senior Change Advisor

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 37168)

Gazetted: 18 July 2016

Closing Date: 1 August 2016

Details: Shared Services is seeking expressions of interest from an experienced and motivated change management professional to join our team. As well as needing to demonstrate strong change management skills and experience, the role requires a person who has very strong customer service and communication skills and ability to think and work strategically.

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

Contact Officer: Bronwyn Gallagher (02) 6205 7986 bronwyn.gallagher@act.gov.au

Shared Services ICT

Technology Services

Networks and Communications Services

Networks Client Services Manager

Senior Information Technology Officer Grade C \$97,514 - \$104,967, Canberra (PN: 14354)

Gazetted: 19 July 2016

Closing Date: 2 August 2016

Details: The successful applicant will manage the delivery of projects and BAU work as well as assisting the Networks and Communications Services (NCS) Manager with Client Service Delivery.

Contact Officer: Karen Mcalister (02) 6207 2341 karen.mcaslister@act.gov.au

Shared Services

Strategic Finance

Financial Services and Costing

Assistant Accountant

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 17414)

Gazetted: 15 July 2016

Closing Date: 20 July 2016

Details: A temporary vacancy is available for a suitably qualified and experienced professional to assume a hands-on role in managing the quarterly invoicing process for key Shared Services cost recovered services. The role requires an individual with demonstrable analytical skills with the ability to manage complex data sets including gathering, analysing and converting into information for the production of invoices and associated consumption schedules. Managing queries relating to the data/information will require effective and demonstrable time management, liaison and communication skills. Proven technical skills utilising in the main Microsoft Excel as well as the ability to plan own work schedules and tasks are key requirements of this position. The successful applicant will need to confirm at least intermediate accounting skills. An understanding of costing and pricing principles and cost recovery in an ICT or other complex operating environment or the ability to quickly acquire the required knowledge will be highly regarded.

Eligibility/Other Requirements: Qualifications and/or relevant experience in Accounting, Commerce, Finance or related fields incorporating billing, analysis, and financial reporting will be highly regarded.

Note: This is a temporary position available until 30 March 2017.

Contact Officer: Shiva Sapkota (02) 6205 4621 shivaraj.sapakota@act.gov.au

Shared Services

Shared Services ICT

Business Application Management

ACTPAS Configuration and Testing Manager

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 13879)

Gazetted: 15 July 2016

Closing Date: 29 July 2016

Details: This role will be required to assist in the development and implementation of the test strategy for ACT Health's Patient Administration System (ACTPAS) and its associated systems, including database configuration, documentation, comprehensive testing, and providing ICT technical support to the users of Health systems.

Eligibility/Other Requirements: Educational and professional qualifications checks may be undertaken prior to employment.

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

Contact Officer: Graeme Stewart (02) 6205 5063 graeme.stewart@act.gov.au

Shared Services

Shared Services ICT

Business Application Management

Application and Integration Testing Officer

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 19880, several)

Gazetted: 15 July 2016

Closing Date: 29 July 2016

Details: This role provides technical support for the testing of integration aspects of new Health applications. The role will need to review the business requirements, functional and integration specification documents and will need to participate in testing in a team environment.

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

Note: These are temporary position available for six months with the possibility of extension and permanency from this process. Selection may be based on application and referee reports only.

Contact Officer: Michael Cowey (02) 6205 6927 michael.cowey@act.gov.au

Enterprise Canberra

Innovate Canberra

Skills Canberra

Systems Support Officer

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 30942)

Gazetted: 19 July 2016

Closing Date: 26 July 2016

Details: Chief Minister, Treasury and Economic Development Directorate (CMTEDD) have an exciting opportunity for an experienced Systems Support Officer to join the Systems Design and Analysis team with the Skills Canberra Branch. In this important role, you will be responsible for the support and implementation of Branch systems, including SharePoint, Electronic Document and Records Management System (EDRMS) and a Customer Relationship Management System (CRMS) as well as the delivery of training and internal customer service support to ensure smooth system implementation and ongoing management.

Eligibility/Other Requirements: Knowledge of SharePoint, Electronic Document Records Management Systems (EDRMS) and/or Customer Relations Management Systems (CRMS) is highly desirable.

Note: This temporary position is available until 30 June 2017 with the possibility of extension and/or permanency from this process. The successful applicant may be selected on application and referee reports only.

Contact Officer: Morgan Campbell (02) 6205 0931 morgan.campbell@act.gov.au

Shared Services ICT

Technology Services

Networks and Communications Services

Networks Support Technician

Information Technology Officer Class 2 \$77,482 - \$88,676, Canberra (PN: 26748)

Gazetted: 20 July 2016

Closing Date: 3 August 2016

Details: The Networks and Communications Services Team is seeking a suitably qualified candidate for the position responsible for providing network technical support for operational and project related activities which specifically focus on wireless LAN technologies.

Contact Officer: Alex Duckworth (02) 6205 9510 alex.duckworth@act.gov.au

Workforce Capability and Governance

Public Sector Workplace Relations

Appeal Process Coordinator

Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 31000)

Gazetted: 20 July 2016

Closing Date: 3 August 2016

Details: The role of the position is to coordinate the Appeal function in accordance with ACT Public Sector Enterprise Agreement provisions including the engagement of appropriate Appeal Panel representatives. The position requires a person who possesses high level administrative and secretariat skills, including the ability to use and manage information across software within the Microsoft Office suite, various databases, spreadsheets and the Internet. The successful applicant must demonstrate significant organisational skills, including the ability to manage workflows with multiple priorities. Demonstrated high level liaison and communication skills and a capacity to build and maintain effective stakeholder relationships is an essential element of the position. A working knowledge of the ACT Public Sector employment legislative framework would be an advantage.
Contact Officer: Peter Gillin (02) 6205 0307 peter.gillin@act.gov.au

Access Canberra

Community, Business and Transport Regulation

Land Titles

Client Service Officer

Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 42544, several)

Gazetted: 15 July 2016

Closing Date: 22 July 2016

Details: Under the general direction of the Manager; Provide high level client service, either at the counter, over the phone, or in writing; Where delegated, prepare, arrange and complete a range of licences, registrations and permits administered by the office; Where delegated, critically examine documents for registration and reconcile relevant cash and trust accounts; Resolve more complex issues for clients and staff; Accept and account for a range of fees by exercising responsibilities as a collector of public monies; May assist with the supervision, management, training and development of other staff within a business unit; Maintain accurate records managed in a variety of databases and manual registers; Contribute to Access Canberra operations and perform other duties as directed; Maintain records in accordance with the *Territory Records Act 2002*; Contribute to efficient work practices and sound corporate governance; Contribute to workplace diversity, participative work practices and promote WHS principles; Assist senior staff members with work in the unit to ensure objectives are achieved.
Eligibility/Other Requirements: This position may be required to rotate through other Business Units within Community, Business and Transport Regulation Division.

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

Contact Officer: Sandra Salcedo (02) 6207 0481 sandra.salcedo@act.gov.au

Access Canberra

Community, Business and Transport Regulation

Business Licensing

Licensing Officer

Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 42496)

Gazetted: 20 July 2016

Closing Date: 27 July 2016

Details: Under the broad direction of the Manager, Business Licensing: Interpret and apply legislation and policies administered by the Office; Assess and process permit and licence applications and maintain the section's database systems; Assist in the conduct of projects, the assessment of licensee tax reporting, the preparation of correspondence and reports and the review of procedures and practices; Liaise with stakeholders as required; Deal appropriately with confidential and sensitive information; Participate in fostering an environment of working together across the various disciplines within Access Canberra; and Maintain records, including those relating to team activities and outcomes, in accordance with the *Territory Records Act 2002*. This position does not involve direct supervision of personnel.

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

Contact Officer: Lesley Maloney (02) 6207 0069 lesley.maloney@act.gov.au

Treasury

Finance and Budget Division

Policy Analysts

Administrative Services Officer Class 4-6 \$64,700 - \$88,676, Canberra (PN: 34656, several)

Gazetted: 19 July 2016

Closing Date: 2 August 2016

Details: Do you want to work in a dynamic environment dealing with a broad range of issues associated with all areas of ACT Government service delivery? The Finance and Budget Division is looking for Analysts in a range of positions across the Administrative Services Officer Class 4 (ASO4) to the Administrative Services Officer Class 6 (ASO6) classifications. We are looking for people with coordination skills and the ability to analyse policy and financial information to join energetic and enthusiastic teams, working under regular inflexible deadlines. Successful applicants will have the ability to exercise initiative, good judgement, coordinate development of written and financial advice and analyse budget and expenditure information, appropriate technical/computer skills and flexibility to be able to deal with financial, economic, policy and administrative issues. The ability to communicate effectively, build sound working relationships, contribute to team outcomes and prepare thorough written and financial reports efficiently is also required.

Eligibility/Other Requirements: Tertiary or post graduate qualifications in Business, Law, Accounting, Economics, Finance or similar field are highly desirable.

Note: There are several permanent positions and temporary positions available. This position will be filled at either the ASO4, ASO5 or ASO6 level, dependant on the skills and experience of the successful applicant.

Contact Officer: Catriona Vigor (02) 62053187 catriona.vigor@act.gov.au

Access Canberra

Customer Coordination

Applications and Approvals

Customer Service Officer

Administrative Services Officer Class 3 \$58,278 - \$62,720, Canberra (PN: 32267, several)

Gazetted: 20 July 2016

Closing Date: 27 July 2016

Details: The successful applicant/s will provide high quality customer service to clients and members of the public in relation to planning, development, building and related regulatory and operational activities. This can include answering calls via the Customer Service Contact Centre and working on a public counter, assisting in the resolution of issues that arise in the lodgement of development and building applications, construction occupations licensing applications and other associated processes. Other duties include scanning and/or uploading documents and plans into the electronic filing system, maintaining paper and electronic records, preparation of routine less complex correspondence and receiving public money. Applicants must have well developed telephone and written communication skills, including excellent spoken and written English. This position does not involve direct supervision of personnel.

Eligibility/Other Requirements: Successful applicants must be prepared to wear a uniform if supplied; work to a roster that may involve commencing work at 8:00am and/or finishing at 5:00pm; and work in either the Dickson or Mitchell office as required.

Note: Positions will be offered on a temporary basis with the possibility of extension up to 12 months with the possibility of permanency from this process. Application must include your written response to the Selection Criteria.

Contact Officer: Natalie Pooley (02) 6207 6267 natalie.pooley@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

Housing and Community

Social Housing and Homelessness

Senior Manager Social Housing and Homelessness Services

Senior Officer Grade A \$133,383, Canberra (PN: 32288)

Gazetted: 15 July 2016

Closing Date: 22 July 2016

Details: Social Housing and Homelessness Services plays a pivotal role in ensuring that people who are homeless or who are at risk of homelessness in the Canberra community have access to high quality support services that will assist in breaking cycles of disadvantage and homelessness. Social Housing and Homelessness Services is responsible for policy, planning, research and the management of service delivery agreements in relation to a broad range of community services. The Senior Manager position is responsible for leading a team involved in the development of innovative social policy direction and works collaboratively with a broad range of community partners delivery services to people in need.

Eligibility/Other Requirements: The successful applicant will possess highly developed leadership and management skills and the ability to manage human and financial resources to deliver complex social policy and innovative service delivery initiatives.

Contact Officer: Sue McInnes (02) 6207 1396 sue.mcinnnes@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Programming

CTC Education Officer

Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 3561)

Gazetted: 15 July 2016

Closing Date: 29 July 2016

We are looking for a bright arts Educator registered or eligible to register as a teacher in the ACT and with a minimum of two years experience. The role will deliver the Centre's education policy and build on the Centre's reputation as a key performing arts education hub in Canberra, fostering a culture of learning by collaborating with schools, universities and educational institutions. The successful applicant will demonstrate their potential to successfully communicate with teachers about the CTC education program to develop relationships and build audiences.

Note: This is a part time position @ 4 days per week. Salary is pro rata of the stated salary. This is a 12 month contract with the possibility of a two year extension.

Eligibility/Other Requirements: Relevant Teaching qualifications, registered or eligible to register as a Teacher in the ACT.

Contact Officer: Gill Hugonnet (02) 6243 5708 gill.hugonnet@act.gov.au

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

Education

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

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

Organisational Integrity

Planning and Performance

Planning and Reporting

Performance Analyst

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 15957)

Gazetted: 15 July 2016

Closing Date: 22 July 2016

Details: An opportunity exists for an enthusiastic person to join ACT Education's Planning and Performance Branch. The Branch is seeking applicants for the position of Performance Analyst to work in a small motivated team that manages the participation of ACT schools in local, national and international assessments. The Officer will be responsible for the management, collection, interpretation, analysis and reporting of data from system assessments and the provision of policy advice concerning the National Assessment Program and other assessments. The successful applicant will demonstrate the ability to use a range of statistical and information

management software to develop, implement and document effective and efficient processes to analyse and interpret education and training data, and disseminate information to a range of stakeholders. The successful applicant will demonstrate well developed organisational and administrative skills, including sound decision making skills, with the proven ability to work under pressure, prioritise work and meet deadlines under minimal supervision.

Contact Officer: Ken Gordon (02) 6205 9498 ken.gordon@act.gov.au

Education Strategy

Student Engagement

Network Student Engagement Teams

Occupational Therapist

Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 36992, several)

Gazetted: 20 July 2016

Closing Date: 5 August 2016

Details: The Education Directorate is expanding their Network Student Engagement Teams (NSET) to include allied health professionals and a range of positions are currently being recruited to. To provide allied health support to ACT Public Schools; and ACT Specialist Schools, applications for HP3 Occupational Therapists are being sought. These positions will work closely with the schools to provide in-school services to assist students who require allied health support to access the school curriculum. Specialist school positions will suit clinicians with experience in the area of Disability. These positions will have an exciting opportunity to assist with the development of this new NSET function which will facilitate allied health support in the school environment. There are a range of positions which will suit experienced clinicians.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy. Current registration as an Occupational Therapist with the Australian Health Practitioner Regulation Agency (AHPRA). Current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. Current drivers licence essential. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: Two positions will be offered on a Temporary basis for 12 months, with the possibility of extension and/or permanency from this process. Full and part-time hours will be considered.

Contact Officer: Teresa Carr or Shilo Preston-Stanley (02) 6205 4869 teresa.carr@ed.act.edu.au

Office for Schools

Belconnen Network

University of Canberra High School Kaleen

Business Manager

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 31282)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: University of Canberra High School - Kaleen is seeking a highly experienced officer for the position of Business Manager. The successful candidate will be expected to manage a busy work environment with high level competing demands including but not limited to Human Resource, Finance, Risk and Directorate Compliance Management. The ideal candidate will have demonstrated high level management skills, ability to communicate effectively with colleagues, executive teams, school community and external stakeholders ensuring high quality customer service is delivered. The position is required to liaise with the Principal to ensure continuity in the delivery of key programs across the school. Participate as a member of the Executive team, respond to and provide current, accurate and detailed reporting to both the Principal and school board. Further duties include developing policies and procedures relating to facilities management, responsibility for the preparation of budgets, expenditure reviews, statements and; monitor estimates and financial returns. The Business Manager has supervision responsibility for administrative support officers engaged in various designated roles. The successful candidate will be required to plan, direct and supervise their overall duties. Assisting each with personal performance and professional development. This position requires a high understanding of financial and HR management, computer systems and an understanding of the school environment. Applicants are strongly encouraged to contact the Principal for further information regarding this position.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training, evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: Working knowledge of the MAZE management systems. A Current First Aid certificate or willingness to undertake appropriate training. Note: The successful applicant may be selected from written application and referee reports only. Contact Officer: Lana Read (02) 6205 5811 lane.read@ed.act.edu.au

**Deputy Director General
Information and Knowledge Services
Digital Transformation Section
ICT Project Officer**

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 37134, several)

Gazetted: 20 July 2016

Closing Date: 27 July 2016

Details: The Education Directorate is engaged in an exciting and challenging multi-year upgrade of its IT Portfolio across school and student administration, business intelligence systems and teaching support. The person in this position performs a support role in the analysis, design, specification, testing and change management of business aspects of systems and business ICT change for the Directorate. Ideally you will have experience from a business perspective in undertaking business components of IT Projects. You will have experience in one or more areas of business analysis skills, in particular in components of business process modelling, business re-engineering, business testing, business change management or business project communication and interaction with stakeholders. You will need to be self-motivated, adaptable and have effective communication skills. You will have good work management and organisational skills including the ability to effectively manage your own workload, work independently and as part of a team, to deliver high quality service to internal and external stakeholders. Note: These are temporary positions available for a period of two years with the possibility of extension. An order of merit may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Ian French (02) 6205 9103 ian.french@act.gov.au

**Office for Schools
Belconnen Network
University of Canberra High School Kaleen
Finance Officer**

Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 33917)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: University of Canberra High School - Kaleen is seeking a highly motivated and organised person to undertake the demanding role of Finance Officer in a dynamic small school setting. Under the direction of the Business Manager the successful applicant will be responsible for a large range of financial support duties, including, acting as receiver of official monies and preparation of banking. Provide support and assistance in the financial management and non-academic administration of the school, developing and maintaining financial and administrative systems and providing support and assistance in the preparation of estimates, financial returns, budgets and directorate compliance reports. The successful applicant will be proficient in the use of a variety of computer applications, word processing, databases and spreadsheets with the ability to advise on and implement effective office work practices. Ability to supervise and train support staff in the Front Office reception, oversee workloads and work priorities while providing excellent customer service. This position requires a high understanding of financial management and affiliated computer systems. Applicants are strongly encouraged to contact the Principal for further information regarding this position.

Eligibility/Other Requirements: Desirable: Working knowledge of the MAZE management systems. A Current First Aid certificate or willingness to undertake appropriate training. Prior to commencing in this role, a current registration issued under the *working With Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: The successful applicant may be selected from written application and referee reports only.
Contact Officer: Merrielle Reed (02) 6205 5808 merrielle.reed@ed.act.edu.au

Office for Schools
South/Weston Network
Forrest Primary School
Classroom Teacher
Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 05582)

Gazetted: 19 July 2016

Closing Date: 2 August 2016

Details: Forrest Primary School will be authorised in the PYP in August 2016. The successful candidate will need to be trained and experienced in PYP and able to lead a collaborative team in the standards and practices of PYP. The successful Teacher will be experienced in working in tandem teams and have high level communication skills with parents. S/he will have high level of expertise in the teaching and learning of literacy and numeracy.

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). A current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011*. For further information on Working with Vulnerable People registration refer to

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

Contact Officer: Christine Pilgrim (02) 6205 5644 christine.pilgrim@ed.act.edu.au

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

Office for Schools
South Weston Network
Mawson Primary School
Building Service Officer 2
General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 35865)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Mawson Primary School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

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

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Gail Porter (02) 6205 8046 gail.porter@ed.act.edu.au

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

Office for Schools

South Weston Network

Mount Stromlo High School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 36482)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Mount Stromlo High School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Sue Scott (02) 6142 3432 sue.scott@ed.act.edu.au

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

Office for Schools

North Gungahlin Network

O'Connor Cooperative School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 36457)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: O'Connor Cooperative School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Jenny Loudon (02) 6205 6340 jenny.loudon@ed.act.edu.au

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

Office for Schools

North Gungahlin Network

Gold Creek School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 36540)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Gold Creek School seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Kerry Lyttle (02) 6205 1740 kerry.lyttle@ed.act.edu.au

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

Office for Schools

Belconnen Network

Hawker Primary School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 36247)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Hawker Primary School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Mandy Kalyvas (02) 6205 7733 mandy.kalyvas@ed.act.edu.au

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

Office for Schools

Tuggeranong Network

Gowrie Primary School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 35613)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Gowrie Primary School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Gareth Richards (02) 6205 7822 gareth.richards@ed.act.edu.au

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

Office for Schools

South Weston Network

Narrabundah Early Childhood School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 35411)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Narrabundah Early Childhood School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

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

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Sandra Trayling (02) 6142 3826 or (02) 6142 3828 sandra.trayling@ed.act.edu.au

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

Office for Schools

Belconnen Network

Macquarie Primary School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 34993)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Macquarie Primary School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

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

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Shelley Jacobs (02) 6205 6077 shelley.jacobs@ed.act.edu.au

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

Office for Schools

North Gungahlin Network

Neville Bonner Primary School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 33743)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Neville Bonner Primary School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS

procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Fran Dawning (02) 6142 1201 fran.dawning@ed.act.edu.au

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

Office for Schools

Tuggeranong Network

Taylor Primary School

Building Service Officer 2

General Service Officer Level 6 \$53,337 - \$55,760, Canberra (PN: 36444)

Gazetted: 18 July 2016

Closing Date: 25 July 2016

Details: Taylor Primary School is seeking a highly enthusiastic person with a broad set of skills for the position of Building Services Officer. The successful applicant will play an integral role in the school community. The successful applicant will maintain school buildings and grounds in a clean and tidy condition with a regard to safety and security hazards; complete emergency and other repairs to trade/industry standard and ensure this standard when organising and overseeing emergency repairs; undertake relevant administrative tasks as required; ensure compliance with risk management and safety documentation requirements. The successful applicant should demonstrate a willingness to work with the school community to achieve sustainability initiatives.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training. Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: www.worksafe.act.gov.au/health_safety. Mandatory Training in other WHS procedures will be required during employment: for example Working at Heights, Sharps. 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: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804 Desirable: An industry recognised trade qualification or equivalent work experience. A current First Aid Certificate. This position requires a good understanding of computer systems or a willingness to undertake additional training if required. An understanding of the school environment.

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

Contact Officer: Mandy Kalyvas (02) 6205 7733 mandy.kalyvas@ed.act.edu.au

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

Health

Selection documentation for the following positions may be downloaded from

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

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

Canberra Hospital and Health Services

Critical Care

Critical Care Administration

Assistant Director of Nursing

Registered Nurse Level 4.3 \$126,755, Canberra (PN: 14192)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Division of Critical Care at the Canberra Hospital and Health Services is seeking to an enthusiastic, experienced and capable individual to temporarily fill the position of Assistant Director of Nursing (ADON) Emergency Department (ED) position. The ADON for the ED in consultation with the ED Clinical Director and the Director of Nursing, provides strategic leadership, direction, planning and operational input into service delivery within the ED. The ADON for the ED holds a senior nursing leadership position within the Division of Critical Care. The ADON in consultation with the ED Clinical Director provides strategic leadership, direction, planning and operational input to achieve quality patient care and service delivery outcomes within the ED. The ADON for the ED reports to the Director of Nursing within the Division of Critical Care.

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

Notes: This is a full-time temporary position available for a period of 12 months with the possibility of extension. Applicants are required to provide written responses addressing the Selection Criteria, a current Curriculum Vitae and two recent professional referee reports. The successful applicant may be selected based on written application and referee reports alone. Work samples and other competency based assessment tools may be used as part of the selection process for this position.

Contact Officer: Narelle Boyd (02) 6244 3768 narelle.boyd@act.gov.au

Canberra Hospital and Health Services
Mental Health, Justice Health and Alcohol and Drug
Adult Mental Health Services
Unit Manager, Adult Mental Health Unit
Registered Nurse Level 4.2 \$118,893, Canberra (PN: 21908)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: 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 peoples home. These services include: ACT Wide Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Justice Health Services. As Unit Manager you will provide senior leadership for the clinical and administrative operations of a 35 bed Adult Mental Health Unit (AMHU) and a 6 bed Mental Health Short Stay Unit. (MHSSU) you will be required to maintain and support a therapeutic environment in addition to the day to day management of human, financial and material resources allocated to ensure the provision of safe, efficient, cost effective, high quality service to people admitted to the AMHU and MHSSU, and their family and carers.

You will be responsible for supporting the key strategic directions of the service, promoting change and contributing to service development. In collaboration with medical staff, you will support the provision of evidence-based clinical interventions within standardised clinical processes. You will report against key performance indicators and promote a learning environment for the team. The AMHU is a 35 bed acute inpatient facility located at the Canberra Hospital. The Unit provides specialist mental health assessment, treatment and care based on best available clinical evidence with an emphasis on positive outcomes that are tailored to an individual persons needs. The unit is staffed by a multi-disciplinary team of medical, nursing and allied health staff. The MHSSU is a 6 bed short stay mental health inpatient unit adjacent to the Emergency Department. The MHSSU is operational 24 hours a day, 365 day a year and provides opportunity for extended clinical observation, crisis stabilization, mental health assessment and intervention for admitted people for up to a 48 hour period. The unit is staffed by nursing and medical staff with additional multidisciplinary support provided by the AMHU. The position is supported by the AAMHS Clinical and Operational Directors in addition to a cohesive multi-disciplinary

team of Nurses, Psychologists, Occupational Therapists, Social Workers, Recovery Support Officers/Health Service Officers, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists.

Eligibility/Other Requirements: Mandatory requirements are; Current registration or eligibility for registration Australian Health Practitioner Regulation Agency (AHPRA). Minimum of 12 months leadership or management experience. Strong understanding of mental health services. Desirable requirements are; Post Graduate Qualification in Mental Health Nursing or working towards such, and current driver's licence. Please note prior to commencement successful candidates will be required to, have current registration issued under the ACT *Working with Vulnerable People Act 2011* and undergo a pre-employment Police check.

Contact Officer: Deborah Plant (02) 6207 8331 deborah.plant@act.gov.au

**Canberra Hospital and Health Services
Medicine**

Acute Support

Manager Social Work, Allied Health, Division of Medicine

Health Professional Level 5 \$114,847 - \$129,290, Canberra (PN: 20880)

Gazetted: 21 July 2016

Closing Date: 11 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Overview of the work area and position: The Acute Support Allied Health Service is part of the Division of Medicine which is a contemporary evidence based service, providing high quality inpatient and outpatient care at the Canberra Hospital. Acute Support Allied Health comprises nine distinct allied health teams including nutrition, physiotherapy and social work and aims to provide collaborative care working both within the Division of Medicine and across the six other clinical divisions that make up Canberra Hospital and Health Services, as required. In this position it is expected that you will provide clinical leadership, management of and guidance to the discipline workforce, as well as provide oversight and apply quality improvement processes to the services provided as a discipline and as an integrated allied health service working across multiple clinical Divisions. You will provide regular input into, and form, an integral part of the Acute Support Allied Health leadership team. You will be required to oversight professional development and supervision, promote and participate in quality improvement and research initiatives, manage credentialing and regulation compliance and contribute to team processes.

Eligibility/Other Requirements: Approved Degree or Postgraduate qualifications in Social Work and eligible for membership of the Australian Association of Social Workers. Have current ACT Working with Vulnerable People registration. Proven leadership/management experience. Desirable: Relevant post graduate qualifications and/or extensive professional experience within an acute care setting. Current driver's licence. Prior to commencement successful candidates will be required to, undergo a pre-employment Police check.

Contact Officer: Sam Lazarus (02) 6174 5106 sam.lazarus@act.gov.au

**Canberra Hospital and Health Services
Medicine**

Acute Support Service

**Manager Nutrition, Allied Health, Division of Medicine
Health Professional Level 5 \$114,847 - \$129,290, Canberra (PN: 27505)**

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health Division of Medicine provides a range of medical specialties and allied health services.

A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Overview of the work area and position: The Acute Support Allied Health Service is part of the Division of Medicine which is a contemporary evidence based service, providing high quality inpatient and outpatient care at the Canberra Hospital. Acute Support Allied Health comprises nine distinct allied health teams including nutrition, physiotherapy and social work and aims to provide collaborative care working both within the Division of Medicine and across the six other clinical divisions that make up Canberra Hospital and Health Services, as required. In this position it is expected that you will provide clinical leadership, management of and guidance to the discipline workforce, as well as provide oversight and apply quality improvement processes to the services provided as a discipline and as an integrated allied health service working across multiple clinical Divisions. You will provide regular input into, and form, an integral part of the Acute Support Allied Health leadership team. You will be required to oversight professional development and supervision, promote and participate in quality improvement and research initiatives, manage credentialing and regulation compliance and contribute to team processes.

Eligibility/Other Requirements: Mandatory: Where applicable be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Approved Degree or Postgraduate qualifications in Nutrition and Dietetics or equivalent. Eligible for membership of Dieticians' Association of Australia (DAA) and *eligible* for APD (Accredited Practising Dietitian). Proven leadership/management experience. Desirable: Relevant post graduate qualifications and/or extensive professional experience within an acute care setting. 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*.

Contact Officer: Sam Lazarus (02) 6174 5106 sam.lazarus@act.gov.au

**Canberra Hospital and Health Services
Medicine**

Acute Support Service

Manager Physiotherapy Department, Allied Health

Health Professional Level 5 \$114,847 - \$129,290, Canberra (PN: 15025)

Gazetted: 21 July 2016

Closing Date: 11 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-

based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Overview of the work area and position: The Acute Support Allied Health Service is part of the Division of Medicine which is a contemporary evidence based service, providing high quality inpatient and outpatient care at the Canberra Hospital. Acute Support Allied Health comprises nine distinct allied health teams including nutrition, physiotherapy and social work and aims to provide collaborative care working both within the Division of Medicine and across the six other clinical divisions that make up Canberra Hospital and Health Services, as required. In this position it is expected that you will provide clinical leadership, management of and guidance to the discipline workforce, as well as provide oversight and apply quality improvement processes to the services provided as a discipline and as an integrated allied health service working across multiple clinical Divisions. You will provide regular input into, and form, an integral part of the Acute Support Allied Health leadership team. You will be required to oversight professional development and supervision, promote and participate in quality improvement and research initiatives, manage credentialing and regulation compliance and contribute to team processes.

Eligibility/Other Requirements: Mandatory: Approved Degree or Postgraduate qualifications in Physiotherapy. Current registration with the Australian Health Practitioner Regulation Agency. Proven leadership/management experience. Desirable: Relevant post graduate qualifications and/or extensive professional experience within an acute care setting. Current driver's licence. Prior to commencement successful candidates will be required to: undergo a pre-employment Police check.

Contact Officer: Sam Lazarus (02) 6174 5106 sam.lazarus@act.gov.au

Canberra Hospital and Health Services

Women Youth and Children

Women and Babies

Antenatal/Gynaecology Unit

Registered Nurse Level 3.2 \$111,021, Canberra (PN: 01558)

Gazetted: 21 July 2016

Closing Date: 04 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: Women, Youth and Children Community Health Programs deliver a range of primary health care community-based services to children, families and women. These services include support, education and information; counselling, assessment and screening; early identification and referral; and the delivery of public health programs. Services are delivered within a multidisciplinary context if not by a multidisciplinary team. The Antenatal/Gynaecology Unit of the Centenary Hospital for Women, Youth and Children is seeking an experienced Midwife to fill the Clinical Midwifery Consultant (Level 3) position in the Antenatal Unit. The Antenatal/Gynaecology Unit is a dynamic environment. This position requires established management skills and excellent clinical knowledge.

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

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

Contact Officer: Penny Maher (02) 6174 7392 penny.maher@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Department of Neonatology

Clinical Nurse Consultant NICU

Registered Nurse Level 3.2 \$111,021, Canberra (PN: 22395)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Women, Youth and Children Community Health Programs delivers a range of primary health care community-based services to children, families and women. These services include support, education and information; counselling, assessment and screening; early identification and referral; and delivery of the public health programs. Services are delivered within a multi-disciplinary context if not by a multidisciplinary team. Overview of the work area and position: The Department of Neonatology is the only tertiary level 5-6 neonatal unit in the ACT and surrounding NSW. It includes Intensive Care (NICU), Special Care (SCN), ACT NETS retrieval service, Newborn and Parent Support Service and NICU Growth and Development Clinic. NICU and SCN have 27 funded beds with the growth capacity of 34 beds. There are approximately 3,500 births per year in CHWC, and 700 neonatal admissions to the Unit. The facility offers individualized family centred care in a developmentally appropriate and technologically state-of-the-art environment. As the Clinical Nurse Consultant you will provide nursing leadership within NICU and the Department of Neonatology. In the role you will be pivotal in supporting staff to achieve excellence in clinical practice, standards of care and improved outcomes throughout the patient journey.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Post-graduate qualifications in Neonatal Nursing and Health Services Management are desirable. Prior to commencement successful candidates will be required to: undergo a pre-employment Police check.

Contact Officer: Kay Thomas (02) 6174 7395 kay.thomas@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Women's and Babies

Nurse Manager, Neonatology

Registered Nurse Level 3.2 \$111,021, Canberra (PN: 22188)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

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

sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Women, Youth and Children Community Health Programs delivers a range of primary health care community-based services to children, families and women. These services include support, education and information; counselling, assessment and screening; early identification and referral; and the delivery of public health programs. Services are delivered within a multi-disciplinary context if not by a multidisciplinary team.

Overview of the work area and position: The Department of Neonatology is the only tertiary level 5-6 neonatal unit in the ACT and surrounding NSW. It includes Intensive Care (NICU), Special Care (SCN), ACT NETS retrieval service, Newborn and Parent Support Service and NICU Growth and Development Clinic. NICU and SCN have 27 funded beds with the growth capacity of 34 beds. There are approximately 3,500 births per year in CHWC, and 700 neonatal admissions to the Unit. The facility offers individualized family centred care in a developmentally appropriate and technologically state-of-the-art environment. As the Nurse Manger you will provide contemporary management and leadership for nursing staff within the Department of Neonatology. In the role you will contribute to planning and resource allocation to ensure achievement of objectives and demonstrate a flexible approach to supporting work life balance for staff.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Post-graduate qualifications in Health Services Management or similar are desirable. 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*.

Contact Officer: Kay Thomas (02) 6174 7395 kay.thomas@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Child and Adolescent Mental Health

CAMHS/AFP Liaison Clinician

Registered Nurse Level 3.1 \$98,207 - \$102,249, Canberra (PN: 23191)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS); Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS); Justice Health Services (JHS). Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. The CAMHS community teams are made up of multi disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. This role will be to conduct crisis intervention, complex risk assessment, clinical treatment, observation and therapeutic engagement with young people presenting in crisis. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Tertiary qualifications or equivalent in Psychology, Social Work or Occupational

Therapy with current ACT registration and eligibility for membership of the appropriate professional organisation. Must hold a current driver's licence. Must hold a current Working for Vulnerable People registration. Applicants must have a minimum of 12 months paid work experience, post qualification in a related/relevant organisation/service. Experience in working with children and young people is desirable. prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This is a temporary position available for 12 months; full-time from August 2016 (part-time applications won't be considered). An Order of Merit will be established from this process that may be used to fill future identical full-time temporary vacancies at level in either the North or South Community Teams within the next 12 months.

Contact Officer: Elloise Barry (02) 6205 1060 elloise.j.barry@act.gov.au

**Canberra Hospital and Health Services
Cancer, Ambulatory and Community Health Support
Outpatients Department**

Advanced Practice Nurse - Urology

Registered Nurse Level 3.1 \$98,207 - \$102,249, Canberra (PN: 26999)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The Division is also responsible for the administration and some clinical support to Ambulatory and Community Health centres across ACT Health. Overview of the work area and position: An exciting opportunity exists within the Canberra Hospital Outpatient Services for a suitably qualified and experienced Advanced Practice Nurse for Urology. This newly created position will be responsible for the development and implementation of innovative new models of service delivery, to effectively support this high demand specialty. The role will develop and implement pathways for advance nursing care, provide advance nursing care and assist in the overall running of the service. To be successful in this role you will have extensive clinical experience in Urology and exceptional organisational skills. The Central Outpatients Department provides clinical and administrative support for specialist outpatient services. The Urology Service is a tertiary level service providing pre and post operative assessments and the assessment, review and treatment of a range of urological conditions in the outpatient setting. The service is provided by a number of Visiting Medical Officers supported by registrars and junior doctors. The service is a high volume, high demand service. This position will work collaboratively with the medical team and relevant allied health personnel to provide an efficient and effective outpatient urology service. The role will develop and implement pathways for advance nursing care, provide advance nursing care and assist in the overall running of the service.

Eligibility/Other Requirements: Mandatory: Be registered or have applied for registration with the Australian Health Practitioner Regular Agency (AHPRA). Desirable: Post graduate qualifications in advanced nursing, urological care or related field; Working knowledge of CRIS, Clinical Portal and ACTPAS. Project management skills would be an advantage. Prior to commencement successful candidates will be required to: undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: This is a permanent, full-time position, working Monday to Friday, 8:30am – 5:00pm.

Contact Officer: Anne Douglas (02) 6244 4019

**Population Health
Health Improvement
Evaluation and Research Coordinator**

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 34537)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

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

for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Improvement Branch is responsible for improving the health and well being of the ACT population through promoting healthy behaviours and lifestyles and providing ongoing monitoring and evaluation of health programs and policy. The Branch includes the ACT Cancer Registry, ACT Cervical Screening Program, Epidemiology, Health Promotion, the Health Promotion Grants Program, and Population Health Research and Evaluation. Overview of the work area and position: The Research and Evaluation Section provides support and coordination for research and evaluation across the Population Health Division. The Section is responsible for implementing the Population Health Research Strategy and whole-of-government Healthy Weight Initiative Evaluation, and for providing input and advice on evaluation and research activities across the Population Health Division. The successful applicant will have demonstrated experience in developing and implementing complex evaluation methodologies and/or managing research activities within a public policy or program delivery setting. Under broad direction, the successful applicant will coordinate, advise and collaborate on program evaluation and research activities across the Population Health Division, with a focus on the evaluation of the whole-of-government Healthy Weight Initiative. Eligibility/Other Requirements: A tertiary qualification and experience in a field relevant to public/population health research and/or evaluation is highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a temporary position available for the period 19 September 2016 till 30 June 2017. Selection may be based on application and referee reports only.

Contact Officer: Erica Nixon (02) 6205 4709 erica.nixon@act.gov.au

Population Health

Health Improvement

Policy Research and Evaluation

Senior Public Health Nutritionist

Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 17268)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the *Chief Health Officer's Report*. The Health Improvement Branch is responsible for improving the health and well being of the ACT population through promoting healthy behaviours and lifestyles and providing ongoing monitoring and evaluation of health programs and policy. The Branch includes the ACT Cancer Registry, ACT Cervical Screening Program, Epidemiology, Health Promotion, the Health Promotion Grants Program, and Population Health Research and Evaluation. Overview of the work area and position: The Research and Evaluation Section provides support and coordination for research, evaluation and public health nutrition across the Population Health Division. The section is responsible for implementing the ACT Population Health Research Strategy, and leading actions under the whole-of-government Healthy Weight Initiative evaluation and food environment themes. Under broad direction, the successful applicant will provide high level, expert nutrition policy input and advice across the Population Health Division, ACT Health and, as required, whole-of-government Healthy Weight Initiative, and provide strategic leadership on public health nutrition issues. Eligibility/Other requirements: Mandatory: A tertiary qualification in Nutrition and/or Dietetics. Desirable: Post Graduate qualifications in Public Health Nutrition or public policy. Prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: This is a full-time temporary position available until 6 December 2016.

Contact Officer: Erica Nixon (02) 6205 4709 erica.nixon@act.gov.au

Canberra Hospital and Health Services

Critical Care

Medical Imaging

Clinical Educator - Medical Imaging

Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 28818)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Canberra Hospital Medical Imaging Department is looking for an energetic and proactive person to be our Clinical Educator - Medical Imaging. The Department is a complex and busy service offering a wide range of diagnostic and procedural imaging services to both inpatients and outpatients drawn from the ACT and surrounding NSW communities. The successful person will have sophisticated communication skills, a commitment to excellence in Medical Imaging and the provision of effective teaching and facilitating of staff and students across Medical Imaging.

Eligibility/Other Requirements: Mandatory: Completion of relevant tertiary degree in Medical Imaging. Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) as a Medical Radiation Practitioner, Diagnostic Radiographer. Desirable: Tertiary qualification in a relevant education field, Certificate IV Workplace Training and Assessment (or similar), or willing to work towards relevant education qualifications.

Notes: This position is a night duty position and may incur the occasional overtime.

Contact Officer: Shane Robinson 0433 460 577 shane.robinson@act.gov.au

Population Health

Health Improvement

Health Promotion and Grants

Senior Officer - Health Promotion

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 34955)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Health Promotion Section of Health Improvement Branch is looking for a motivated and enthusiastic person to help deliver on our health promotion priorities. The successful applicant would have demonstrated experience in developing, implementing and evaluating initiatives for health promotion and related disciplines, and ideally would have knowledge and practice around smoking cessation and prevention initiatives. Managing relationships and partnerships with diverse stakeholders would be a key skill in this role.

Eligibility/Other Requirements: Desirable: A tertiary qualification and/or strong demonstrated experience in Health Promotion, Community Development, Social Marketing, Communications, Public Health and/or related disciplines, as appropriate to the advertised role. Experience working within the public health, community or government sectors is highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a full-time temporary position available until July 2017 with the possibility of extension.

Contact Officer: Susie Leydon (02) 6205 1422 susie.leydon@act.gov.au

Population Health

Health Protection Service

ACT Government Analytical Lab

Senior Forensic Chemist

Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 36674)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Improvement Branch (HIB) has carriage of policy and program delivery in the areas of health promotion and preventive health. The HIB also collects analyses and disseminates information on the health status and health-related behaviours of the ACT population which can be used to monitor, evaluate and guide health planning and policy. The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services via the ACT Government Analytical Laboratory (ACTGAL). The Office of the Chief Health Officer (OCHO) is responsible for providing public health advice—both internally and externally to the division—as well as high-level project and policy work on behalf of the Chief Health Officer. Key policy priority areas for the OCHO include obesity and injury prevention and reduction; medicinal cannabis; loose-fill asbestos; organ and tissue donation; gene technology and climate change. Overview of the work area and position: The Health Protection Service is seeking an appropriately experienced and qualified scientist to fill a permanent vacancy in the Forensic Chemistry and Toxicology Unit. This position is a Senior Specialist role with responsibilities including analytical investigations of forensic samples relating to Novel Psychoactive Drugs (NPS) and Clandestine Laboratories. The officer will work closely with law enforcement agencies and provide expert advice and evidence to the justice system. ACTGAL comprises the three following functional units and currently holds a Quality Management System certified to AS ISO 9001.

Toxicology and Forensic Chemistry - The Toxicology and Forensic Chemistry Unit is accredited to ISO 17025 in the field of Forensic Science. The unit provides analytical support for forensic investigations relating to drugs and poisons and expert opinion to relevant ACT courts. Specifically the service provided includes: Toxicology to support: Coronial investigations, ACT legislation including the Road Transport Act, Drug treatment programs. Forensic chemistry to support: Controlled substances legislation, Clandestine Laboratory Investigations.

Environmental Chemistry - The Environmental Chemistry unit is accredited to ISO 17025 in the field of Chemical Testing and provides the following services: Monitoring of ambient air quality in the ACT for compliance with the Ambient Air Quality National Environmental Protection Measure, Asbestos identification and fibre counting on a fee for service basis. Microbiology - The Microbiology Unit is accredited to ISO 17025 in the field of Biological Testing and provides the following services: Regulatory microbiological analysis as required under various ACT Acts and regulations, In partnership with Environmental Health identify sources of food poisoning, Microbiological analysis of food and water on a fee for service basis.

Eligibility/Other Requirements: Bachelor degree in Science, major in Chemistry.

Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: There is one permanent position available. An order of merit may be established to fill an additional temporary vacancy at level, with the possibility of extension.

Contact Officer: Daniel Andres (02) 6205 8733 daniel.andres@act.gov.au

Strategy and Corporate

Deputy Director General Strategy and Corporate

Workplace Safety

Senior Safety Officer

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 02318)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

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

seeking a Senior Safety Advisor with a demonstrated track record in providing high quality technical advice, hazard identification, risk management, and education on WHS issues. Candidates with a demonstrated ability to develop statistical reports and presentations, and interpret and analyse data to determine WHS performance are encouraged to apply. You will have excellent communications skills and an ability to develop strong relationships with internal and external stakeholders using your excellent client service, liaison and negotiation skills. The ability to work within a busy team environment and manage priorities and personal workload is essential.

Eligibility/Other Requirements: Formal qualifications in WHS and/or substantial experience in managing WHS in the health care setting will be highly regarded.

Note: This is a temporary position available for a period of six months with possibility of extension. Part-time employment arrangements may be considered. Selection may be based on written application and referee reports only.

Contact Officer: Daniel Guthrie (02) 6174 8052 daniel.guthrie@act.gov.au

Population Health

Health Improvement

Health Promotion and Grants

Senior Officer

Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 24030)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Health Promotion Section, Health Improvement Branch (HIB) is looking for a motivated and enthusiastic person to help deliver on our health promotion priorities. The successful applicant will be responsible for managing the development, implementation and evaluation of innovative population health behaviour change strategies in partnership with key internal and external stakeholders. Managing relationships and partnerships with diverse stakeholders would be a key skill in this role. It would be suited to someone with relevant experience in developing high level integrated communication strategies.

Eligibility/Other Requirements:

A tertiary qualification or demonstrated experience in Marketing Communications including Digital Communications, Public Health and/or related disciplines is desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a temporary position available until 31 December 2016 with the possibility of extension and/or permanency from this process.

Contact Officer: Susie Leydon (02) 6205 1422 susie.leydon@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Department of Neonatology

Lactation Consultant

Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 20437)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's detention facilities. ACT Health is a partner

in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Women, Youth and Children, Community Health Programs delivers a range of primary health care community-based services to children, families and women. These services include support, education and information; counselling, assessment and screening; early identification and referral; and the delivery of public health programs. Services are delivered within a multi-disciplinary context if not by a multidisciplinary team.

Overview of the work area and position: The Department of Neonatology provides the only tertiary neonatal care in the ACT and surrounding region. It includes Intensive Care (NICU), Special Care (SCN), ACT NETS retrieval service, Newborn and Parent Support Service and NICU Growth and Development Clinic. The Unit has 27 funded beds with the growth capacity of 34 beds in the CHWC which opened in 2012. The facilities aim to offer individualized family centred care in a developmentally appropriate and technologically up to date environment. The position requires a Registered Nurse/Midwife who demonstrates a high level of interest and theoretical knowledge of both lactation and the promotion of breastfeeding in relation to the premature and sick infant. You will coordinate specialized lactation services throughout the patient journey, and lead education and policy development in the area while participating in relevant research.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). International Board Certification as a Lactation Consultant. Post graduate qualifications in Neonatal Nursing are desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Chanel Connor (02) 6174 7578 chanel.l.connor@act.gov.au

Canberra Hospital and Health Services
Mental Health, Justice Health and Alcohol and Drug Services
Alcohol and Drug Program
Consultation and Liaison Service
Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 28409)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Consultation and Liaison Service provides assessment, support and referral for clients who have been admitted to The Canberra Hospital who also have an alcohol and/or drug issue. The service runs seven days a week, business hours, including evening shifts.

Overview of the work area and position: Applications are invited from suitably experienced Registered Nurses interested in a permanent Level 2 position at the Alcohol and Drug Service within the Consultation and Liaison Service. The successful applicant will be required to demonstrate skills and knowledge of alcohol and other drug issues, an ability to work, flexibly, within a multidisciplinary team. The ADS has a comprehensive orientation program available to support area specific training needs.

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a Nurse/Midwife with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Applicant holds or is working towards qualifications either at a certificate or postgraduate level. Postgraduate qualifications and experience in clinical nursing practice in an alcohol and drug program setting. Prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: This is a permanent part-time position at 20 hours per week and the full-time salary noted above will be pro-rata.

Contact Officer: Joan MacGregor (02) 6244 2591 joan.macgregor@act.gov.au

Canberra Hospital and Health Services
Cancer Ambulatory and Community Health Support
Outpatients Services
Team Leader - Outpatients Services
Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 25312)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The division is also responsible for the administration support to Ambulatory and Community Health Centres across ACT Health. The Central Outpatients Department is part of Ambulatory Care Support Services and is responsible for the clinical support services provided within central outpatients. Overview of the work area and position: An exciting opportunity exists for a Registered Nurse to join the dynamic nursing team at the Outpatients Services at the Canberra Hospital. The nursing team provides nursing support to a wide range of specialist Outpatient Services. A comprehensive orientation and training program will be available to the successful application. This role works within the Outpatient Nursing Support Service. The position will provide a coordinated approach in the education of patients and their families in the outpatient clinic setting. This includes ongoing education for the patient and family. Assisting in the return to normal daily life activities for the patient and community nurse follow up. Eligibility/Other Requirements: Mandatory: be registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: working knowledge of CRIS, Clinical Portal and ACTPAS. Prior to commencement successful candidates will be required to undergo a pre-employment Police check, be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Notes: This is a permanent full-time position with working hours Monday to Friday, 8:30am to 5:00pm. Contact Officer: Anne Douglas (02) 6244 4109 anne.douglas@act.gov.au

Strategy and Corporate

E-Health and Clinical Records

ISB Information Services

Project Officer

Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 36536, several)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Health-e Future Program has been established as part of a \$90 million investment in e-health capacity and ICT infrastructure. The objective of this program of work is to deliver digital technology innovations that put the customer at the centre of the solution. Patient Centric solutions being delivered as part of the Health-e Future Program include: Clinical Systems that provide a consolidated, shareable patient-centric health record enabling information to be available to the right person at the right place and time; Support Services that use technology to efficiently manage the resources which support the Health Directorate in the areas of patient administration and service delivery, staff management, food services, and bed management; and Digital Health Infrastructure to provide the foundation to bring existing infrastructure to the standards and capabilities necessary to support future technologies. Overview of the work area and position: Electronic Medication Management (EMM), ACT Government Health Directorate is currently implementing a range of e-health initiatives aimed to facilitate a safe, high quality, secure e-Health systems that ensure the right information is available to the right person at the right time, regardless of their location. EMM is one of these systems currently being rolled out across ACT Health. The Electronic Medication Management project team is looking for an enthusiastic, motivated individual to provide project support for the EMM project. As the EMM Project Officer you will provide support by managing project timelines, stakeholder engagement and project implementation, preparing correspondence and delivering objectives. As part of a team, reporting to the EMM Program Manager, the Project Officer will perform project team duties relevant to the EMM project in the Information, Communication and Technology Branch. The candidate should have strong interpersonal, leadership, communication, organisations and problem solving skills.

Eligibility/Other Requirements: Mandatory: Current registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA). Recent experience working in a Health Environment preferred. Please note prior to commencement successful candidates will be required to: undergo a pre-employment Police check; and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*

Notes: This is a full-time temporary position available for 12 months with the possibility of an additional six month extension. Applicants are to address the Selection Criteria, provide a Resume and two referees. Selection may be based on application and referee reports only.

Contact Officer: Matthew Stephenson (02) 6207 1846 and Angela Tarn (02) 6205 9226

Canberra Hospital and Health Services

Critical Care

Medical Imaging

Radiographer - Night Duty

Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 31321)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Medical Imaging at the Canberra Hospital and Health Service is situated in a modern and well equipped department offering a range of services and advanced technologies. These permanent night positions will support the delivery of diagnostic radiography and CT examinations on a four nights on and four nights off rotating roster in a dynamic tertiary teaching hospital environment.

Eligibility/Other Requirements: Degree or diploma in the appropriate allied health profession. Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Prior to commencement successful candidates will be required to undergo a pre-employment Police check, be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Notes: This position is a night duty position and may incur the occasional overtime.

Contact Officer: Shane Robinson or Ashley Hoolihan (02) 6244 4362 shane.robinson@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Child and Adolescent Mental Health

CAMHS North Mental Health Clinician

Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 23947)

Gazetted: 21 July 2016

Closing Date: 28 July 2016

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

Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS), Adult Community Mental Health Services (ACMHS), Adult Acute Mental Health Services (AAMHS), Alcohol and Drug Services (ADS), Child and Adolescent Mental Health Services (CAMHS), Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) provides assessment and treatment for young people up to the age of 18 years who are experiencing moderate to severe mental health issues. The CAMHS community teams are made up of multi disciplinary mental health professionals who provide assessment treatment and clinical management within a recovery framework. This role will be to conduct assessment and clinically manage children and young people with mental health issues, facilitate group work and to provide support to HP1 and HP2 clinicians. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Tertiary qualifications or equivalent in Psychology, Social Work or Occupational Therapy with current ACT registration and eligibility for membership of the appropriate professional organization.

Applicants must have a minimum of 12 months paid work experience, post qualification in a related/relevant organisation/service. Must hold a current drivers licence. Experience in working with children and young people is desirable. 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*.

Note: This is a temporary part-time position at 22.03 hours per week (3 days per week) and the full-time salary noted above will be pro-rata. This position is available for a period of 11 months, from September 2016. An order of merit may be established to fill future part-time temporary vacancies at level in either the North or South Community Teams within a 12 month period.

Contact Officer: Elloise Barry (02) 6205 1050 elloise.j.barry@act.gov.au

Population Health

Health Improvement

Research, Policy and Evaluation

Project Officer

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 21547)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Population Health Division has primary responsibility for the management of population health issues within ACT Health. The Division undertakes the core functions of prevention, assessment, policy development and assurance, and contributes to local and national policy, program delivery and protocols on population health issues. The Population Health Division is headed by the Chief Health Officer who is appointed under the *Public Health Act 1997* and reports to the Director General of ACT Health. The Chief Health Officer is also required to report biennially on the health of the ACT population on specific health-related topics, which is done through the Chief Health Officer's Report. The Health Improvement Branch is responsible for improving the health and well being of the ACT population through promoting healthy behaviours and lifestyles and providing ongoing monitoring and evaluation of health programs and policy. The Branch includes the ACT Cancer Registry, ACT Cervical Screening Program, Epidemiology, Health Promotion, the Health Promotion Grants Program, and Population Health Research and Evaluation.

The Research and Evaluation Section provides support and coordination for research, evaluation and public health nutrition across the Population Health Division. The section is responsible for implementing the ACT Population Health Research Strategy, and leading actions under the whole-of-government Healthy Weight Initiative evaluation and food environment themes. The successful applicant will provide expert policy input and advice to support the implementation of Healthy Weight Initiative food environment activities, and contribute to project planning and delivery.

Eligibility/Other Requirements: A tertiary qualification and experience in public health nutrition and/or dietetics is highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a temporary full time position available for 12 months with the possibility of extension, commencing as soon as possible.

Contact Officer: Erica Nixon (02) 6205 4709 erica.nixon@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

ACT-Wide MHS

Mental Health Service for People with Intellectual Disability

Health Professional Level 2 \$59,971 - \$82,328, Canberra (PN: 31825)

Gazetted: 21 July 2016

Closing Date: 4 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) is a contemporary evidence based division providing high

quality mental health care that is guided by principles of Recovery. Mental Health Service for People with Intellectual Disability (MHS-ID) is a specialist team within MHJHADS that provides comprehensive assessment, psychological and psychiatric services to consumers with an intellectual disability and a mental illness. The team aims to provide collaborative care involving the person, their families/carers and community support services.

The position involves consultation, liaison, support, education and training to GPs, medical specialists, support agencies, carers and families. MHS-ID is located at the Gungahlin Community Health Centre. At this level it is expected that, under supervision, you will assist and learn how to provide high quality clinical expertise and assist in the achievement of sound outcomes for consumers. You will contribute your expertise to the multidisciplinary team, and will be provided with supervision by team HP and RN clinicians who will guide you to become involved. You will also assist the Team Leader in change processes. You will be required to learn how to undertake quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements: At least a four or five year accredited tertiary sequence of study in Psychology followed by a one or two year Board approved internship (i.e. 4+2 or 5+1). Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) General Psychology. Current driver's licence is desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: This is a permanent part-time position at 29.24 hours per week and the full-time salary noted above will be pro-rata.

Contact Officer: Shirley-Anne McIntyre (02) 6207 8210 shirley-anne.mcIntyre@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Clinical Manager

Health Professional Level 1 \$56,241 - \$71,657, Canberra (PN: 26023)

Gazetted: 21 July 2016

Closing Date: 04 August 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. Overview of the work area and position: Applications are sought from an enthusiastic and motivated individual to temporarily fill the allied health HPO1 position within the Woden Mental Health Team, which is part of Adult Community Mental Health Services. Adult Community Mental Health Services is a recovery oriented service that aims to provide collaborative care involving the people that use the service, their carers and other key services. The successful applicant will be required to work as a member of the multidisciplinary team providing assessment and management of people experiencing mental illness. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. The position is supported by a cohesive multidisciplinary team of Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services, Adult Acute Mental Health Services, Adult Community Mental Health Services, Alcohol and Drug Services, Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services.

Eligibility/Other Requirements: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work. Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Degree (or recognised equivalent) in Occupational Therapy, eligible for professional membership of Occupational Therapy Australia. General Psychology registration with AHPRA. 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*.

Contact Officer: Mathew Hunstone (02) 6205 1488 mathew.hunstone@act.gov.au

**Canberra Hospital and Health Services
Rehabilitation Aged and Community Care
Rehabilitation Allied Health
Speech Pathology Assistant
Allied Health Assistant 2 \$48,572 - \$55,686, Canberra (PN: 37150)**

Gazetted: 21 July 2016

Closing Date: 28 July 2016

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions, and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary, and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical, and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery, and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include early childhood, youth, and women's health; dental services, rehabilitation and community care; mental health and alcohol and drug services. In addition, justice health services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra, and the Australian Catholic University. Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within ACT Health providing multidisciplinary rehabilitation, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, and Independent Living Centre in Weston. Our staff are committed to the delivery of health services that reflect ACT Health's values: care, excellence, collaboration, and integrity. Planning is well underway to establish the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. This new hospital, the University of Canberra Public Hospital (UCPH) is part of ACT Health's planned network of health facilities designed to meet the needs of our ageing and growing population. A number of RACC services work collaboratively with patients, their carers and other services within and external to ACT Health. Overview of the work area and position: The RACC Speech Pathology service is a dynamic team of Speech Pathologists and allied health assistants. Based at The Canberra Hospital and Health Services, we provide a range of inpatient and outpatient services in rehabilitation and aged care environments, including working with adult neurological caseloads across both acute, rehabilitation, and community settings. We work to enhance function, activity, and independence for patients in the treatment of acquired neurological communication and swallowing impairments. There are a wide variety of service delivery teams within RACC including: inpatient and community based rehabilitation, inpatient acute care of the elderly and a Transitional Therapy and Care Program.

Eligibility/Other Requirements: A Certificate IV in Allied Health Assistance or recognized equivalent with demonstrated Speech Pathology competency. A current drivers 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*.

Notes: This is a permanent part-time position at 18:45 hrs per week and the full-time salary noted above will be pro-rata. This position may be required to participate in overtime, on call, and/or rotation roster. Successful applicants may be required to work across many of these services and locations.

Contact Officer: Rachel Heatley (02) 6244 3644 rachel.heatley@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**

**Office of the Coordinator General for Family Safety
Executive Officer
Senior Officer Grade B \$114,847 - \$129,290, Canberra (PN: 37263)**
Gazetted: 15 July 2016

Closing Date: 22 July 2016

Details: The acting Coordinator General for Family Safety is seeking applications for the position of Executive Officer to support the Coordinator General's Office strengthen responses to domestic and family violence. The Executive Officer will need to be across a diverse range of policies and programs that relate to family violence and have a sound understanding of the family violence service system in the ACT. Functions will include preparing advice, reports, correspondence and speeches for the Coordinator General as well as briefings for relevant Ministers where necessary. The Executive Officer will need to manage projects within the responsibility of the Office, engage with and lead consultation with community stakeholders as well as with Government and participate in local and national forums. The successful applicant will be expected to contribute to the strategic direction of the Office. The successful applicant will manage the administration officer and policy and programs officer within the Office.

Contact Officer: David Matthews (02) 6207 1523 david.matthews@act.gov.au

Office of the Coordinator General for Family Safety

Policy and Programs Officer

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 37262)

Gazetted: 15 July 2016

Closing Date: 22 July 2016

Details: The acting Coordinator General for Family Safety is seeking applications for the position of Policy and Programs Officer, to support the Coordinator General's Office strengthen responses to domestic and family violence. The policy officer, under limited direction, will provide advice on policy and program issues related to family violence; undertake research and analysis to assist the work of the Office support the development and implementation of key projects being undertaken by the Office; draft ministerial reports, briefs, submissions and other complex documents for Government, the Coordinator General and Ministers; liaise with stakeholders both internal and external to ACT Government as required.

Contact Officer: Megan Sparke (02) 6207 0580 megan.sparke@act.gov.au

Human Rights Commission

Victim Support ACT

Volunteer Coordinator

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 37155)

Gazetted: 15 July 2016

Closing Date: 29 July 2016

Details: Victim Support ACT is seeking a Volunteer Coordinator to develop and maintain a volunteer program to provide practical assistance and support to victims of crime, and to train and supervise volunteers for the program. The successful applicant will have strong communication and coordinating skills.

Eligibility/Other Requirements: Experience managing volunteers would be an advantage. Experience and or demonstrated interest in working with victims of crime is highly desirable.

Notes: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Carolyn Dekantios (02) 6207 7523 carolyn.dekantios@act.gov.au

ACT Emergency Services Agency

Commissioner's Office

Ministerial and Executive Support

Ministerial Support Officer

Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 34225)

Gazetted: 14 July 2016

Closing Date: 28 July 2016

Details: The Commissioner's Office plays a key role in the liaison and coordination within the ACT Emergency Services Agency (ESA) as well as between the Justice and Community Safety Directorate (JACS) and the Minister's Office and key stakeholders. The ESA is seeking a motivated, well organised person who possesses good communication and written skills to assist in the preparation and coordination of the ESA's Ministerial services and

the associated engagement with the JACS and the ACT Government. This includes the preparation and coordination of Ministerial briefs, Ministerial correspondence, Cabinet documents, and Legislative Assembly documents. The successful applicant will also assist in the preparation and coordination of documents for the ESA Commissioner, and will be required to perform a wide variety of administrative tasks.

Eligibility/Other Requirements: An understanding of Ministerial, Cabinet, Legislative Assembly and machinery of government processes.

Contact Officer: Frank Marando (02) 6207 0367 frank.marandoESA@act.gov.au

Emergency Services Agency

ACT Ambulance

Operations

Ambulance Paramedic

Ambulance Paramedic \$68,575 - \$77,143 plus penalties, Canberra (PN: 09962, several)

Gazetted: 19 July 2016

Closing Date: 3 August 2016

Details: Applications are sought from Ambulance Paramedics holding current qualifications that may be interested in joining the ACT Ambulance Service. Applicants should possess the ability to work in a solo capacity or in small teams, have highly developed written and oral communications skills, demonstrate sound clinical skills and show a commitment to personal and professional development of others. This position is a shift work position involving weekends and public holidays. Reasonable relocation expenses are available to assist with relocation to the Australian Capital Territory. The position is entitled to salary packaging with a fringe benefits tax-free threshold up to \$9095.00 pa.

Eligibility/Other Requirements: Mandatory requirements: Diploma of Paramedical Science (Ambulance) or Bachelor Degree (Paramedical Science) or equivalent. Current ACT C Class driver's licence or interstate equivalent. Minimum of 12 months recent experience as a qualified Ambulance Paramedic preferred.

Notes: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Barbara Stephens (02) 6207 8482 barbara.stephens@act.gov.au

Emergency Service Agency

ACT Ambulance Service

Operations

Graduate Paramedic Intern

Graduate Paramedic Intern \$65,720 plus penalties, Canberra (PN: 09274, several)

Gazetted: 19 July 2016

Closing Date: 17 August 2016

Details: Applications are invited from university graduates with a Bachelor Degree in Paramedical Science (by whatever title), or equivalent post graduate qualification, to join the ACT Ambulance Service as a Graduate Paramedic Intern. Applicants who are able to provide proof of enrolment in final semester of their studies will also be considered. Studies must have been undertaken with a tertiary institution accredited by, or provisionally accredited by, the Council of Ambulance Authorities. Successful applicants will be engaged under fixed term temporary employment for a period of 18 months with permanency being subject to successful completion of all practical and theoretical components of the Graduate Paramedic Intern program - nominal length of this program is less than 18 months. This position is a shift work position involving weekends and public holidays. Reasonable relocation expenses may be payable to successful interstate applicants to assist with relocation to the Australian Capital Territory. These positions are also entitled to salary packaging with fringe benefits tax-free threshold up to \$9,095.00 pa.

Eligibility/Other Requirements: Mandatory - Bachelor Degree in Paramedical Science (by whatever title), or equivalent post graduate qualification; or proof of enrolment in final semester of Paramedic Studies at a tertiary institution accredited with, or provisionally accredited with the Council of Ambulance Authorities. Current ACT Class C driver's licence (not a provisional licence), or interstate equivalent. Heavy vehicle licence is preferred.

Notes: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Barbara Stephens (02) 6207 8482 barbara.stephens@act.gov.au

Office of the Coordinator General for Family Safety

Executive Assistant

Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 37261)

Gazetted: 15 July 2016

Closing Date: 22 July 2016

Details: The acting Coordinator General for Family Safety is seeking applications for the position of Executive Assistant, to support the Coordinator General's Office strengthen responses to domestic and family violence. The Executive Assistant will provide confidential and effective administrative and secretarial support to the Coordinator General. The Executive Assistant will also provide administrative support to other members of the Office as required. A demonstrated ability to examine, track, disseminate and monitor correspondence, manage calendars, provide high quality written support and ability to maintain appropriate filing systems is crucial.

Contact Officer: Megan Sparke (02) 6207 0580 megan.sparke@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

Light Rail Project Delivery

Contract Management Office

Design Controls Officer

Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 37265)

Gazetted: 20 July 2016

Closing Date: 27 July 2016

Details: The successful applicant will liaise closely with staff and project advisors as well as project stakeholders, to effectively assist with the administration of the Contract Management Office as part of the Light Rail Project. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Eligibility/Other Requirements: Tertiary qualification in related area is desirable. Experience working in the ACT Government environment.

Contact Officer: Gareth Burdon (02) 6207 0282 gareth.burdon@act.gov.au

APPOINTMENTS

Chief Minister, Treasury and Economic Development

Senior Officer Grade C \$97,514 - \$104,967

Smita Chakma 848-78565, Section 68(1), 19 July 2016

Senior Officer Grade C \$97,514 - \$104,967

Lauren Hall 848-78514, Section 68(1), 19 July 2016

Administrative Services Officer Class 3 \$58,278 - \$62,720

Jessica Riesen 848-78397, Section 68(1), 18 July 2016

Community Services

Health Professional Level 1 \$56,241 - \$71,657

Ashlee Clarey 847-04485, Section 68(1), 13 July 2016

Health Professional Level 1 \$56,241 - \$71,657

Emily Cox 847-04514, Section 68(1), 13 July 2016

Education

School Assistant 2 \$43,736 - \$48,298

Jennifer Leigh Taylor 843-26517, Section 68(1), 7 July 2016

Environment and Planning

Administrative Services Officer Class 5 \$71,907 - \$76,114

Nicholas Wales 848-78020, Section 68(1), 18 July 2016

Health

Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Kate Beard 741-11256, Section 68(1), 28 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Adrianna Blaskovic 848-66062, Section 68(1), 14 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Joshua Broomfield 839-27089, Section 68(1), 13 July 2016

Administrative Services Officer Class 3 \$58,278 - \$62,720

Natalie Anne Edge 848-77992, Section 68(1), 25 July 2016

Health Professional Level 2 \$59,971 - \$82,328

Silvia Gonzalez 847-27660, Section 68(1), 20 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Tara Gower 847-26561, Section 68(1), 14 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Simone Hope 844-35270, Section 68(1), 13 July 2016

Registered Nurse Level 2 \$85,659 - \$90,789

Marion Huempel 848-76690, Section 68(1), 18 July 2016

Administrative Services Officer Class 3 \$58,278 - \$62,720

Sangeetha Iyer 846-99292, Section 68(1), 14 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Priscilla Joseph 845-22091, Section 68(1), 13 July 2016

Registered Nurse Level 3.1 \$98,207 - \$102,249

Benjamin Kennedy 823-43284, Section 68(1), 14 July 2016

Registered Nurse Level 1 \$61,683 - \$82,398

Susan Magumise 829-68401, Section 68(1), 14 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Natalija Milanovic 848-21526, Section 68(1), 13 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Atul Nand 835-87563, Section 68(1), 14 July 2016

Allied Health Assistant 2 \$48,572 - \$55,686

Katherine Osborne 848-78258, Section 68(1), 18 July 2016

Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Jaimee Palagyi 848-78979, Section 68(1), 28 July 2016

Registered Nurse Level 1 \$61,683 - \$82,398

Julia Wellington 844-34489, Section 68(1), 13 July 2016

Administrative Services Officer Class 2/3 \$51,436 - \$62,720

Kristen Wilson 845-21750, Section 68(1), 14 July 2016

Staff Specialist 1- 5 \$159,644 - \$197,006

Vanessa Johnston 829-57446, Section 68(1), 11 July 2016

Justice and Community Safety

Administrative Services Officer Class 6 \$77,482 - \$88,676

Vanessa Dumbrell 846-90722, Section 68(1), 14 July 2016

Administrative Services Officer Class 3 \$58,278 - \$62,720

Blaire Flynn 846-96139, Section 68(1), 13 July 2016

Transport Canberra and City Services

Bus Operator - Training \$64,269

James Doyle 848-78143, Section 68(1), 16 July 2016

Bus Operator - Training \$64,269

Varughese Karimpanamannil Rajan 848-78151, Section 68(1), 16 July 2016

Bus Operator - Training \$64,269

Binto Mathew 848-78178, Section 68(1), 16 July 2016

Bus Operator - Training \$64,269

Ritesh Sadana 848-78186, Section 68(1), 16 July 2016

TRANSFERS

Chief Minister, Treasury and Economic Development

Tegan Jones: 835-94632

From: Administrative Services Officer Class 6 \$77,482

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$77,482 - \$88,676

Chief Minister, Treasury and Economic Development, Canberra (PN. 32539) (Gazetted 17 March 2016)

Education

Heather Paterson: 027-68427

From: School Leader A \$141,588 - \$170,010

Education

To: School Leader A \$141,588 - \$170,010

Education, Canberra (PN. 19200) (Gazetted 6 May 2016)

Health

Iqbal Khalidi: 827-81727

From: Health Professional Level 3 \$84,697

Health

To: Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Health, Canberra (PN. 27537) (Gazetted 2 June 2016)

Jessica Minchin: 834-51180

From: Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Health

To: Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Health, Canberra (PN. 37046) (Gazetted 23 June 2016)

Justice and Community Safety

Heather Elizabeth Page: 818-0078

From: Classroom Teacher \$60,687 - \$95,935

Education and Training Directorate

To: Administrative Services Officer Class 6 \$77,482 - \$88,676

Justice and Community Safety, Canberra (PN. 45907) (Gazetted 10 May 2016)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Shared Services

Shared Services ICT

Business Applications Management

Craig Neiberding: 783-09702

From: Senior Officer Grade B \$114,847 - \$129,290

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade A \$133,383

Chief Minister, Treasury and Economic Development, Canberra (PN. 30630) (Gazetted 3 June 2016)

Education

Office for Schools

South Weston Network

Melrose High School

Louise Anne Aspinall: 827-28934

From: School Assistant 2 \$43,736 - \$48,298

Education

To: Administrative Services Officer Class 5 \$71,907 - \$76,114

Education, Canberra (PN. 14718) (Gazetted 21 June 2016)

Office for Schools

Tuggeranong Network

Gordon Primary School

Michelle Hodge: 824-40033

From: Classroom Teacher \$60,687 - \$95,935

Education

To: School Leader C \$110,720

Education, Canberra (PN: 03744) (Gazetted 17 May 2016)

Office for Schools

Tuggeranong Network

Gilmore Primary School

Vicki Lim Lucas: 719-06651

From: School Leader B \$128,917

Education

To: School Leader A \$141,588 - \$170,010

Education, Canberra (PN: 01811) (Gazetted 25 May 2016)

Health

Melissa Austen: 825-47922

From: Administrative Services Officer Class 4 \$64,700 - \$70,057

Health

To: Administrative Services Officer Class 5 \$71,907 - \$76,114

Health, Canberra (PN. 23668) (Gazetted 16 June 2016)

Canberra Hospital and Health Services

Cancer Ambulatory and Community Health Support

Cancer Nursing

Elizabeth de Koeijer: 762-83844

From: Registered Nurse Level 1 \$61,683 - \$82,398

Health

To: Registered Nurse Level 2 \$85,659 - \$90,789

Health, Canberra (PN. 15658) (Gazetted 31 March 2016)

Strategy and Corporate

People, Strategy and Services

Employee Relations

Heidi Gregson: 779-18717

From: Administrative Services Officer Class 6 \$77,482 - \$88,676
Health
To: †Senior Officer Grade C \$97,514 - \$104,967
Health, Canberra (PN. 18076) (Gazetted 14 January 2016)

Canberra Hospital and Health Services

David Jackson-Hope: 607-88549

From: Health Professional Level 5 \$114,847 - \$129,290
Health
To: †Senior Officer Grade A \$133,383
Health, Canberra (PN. 26265) (Gazetted 2 June 2016)

Canberra Hospital and Health Services

Cancer Ambulatory and Community Health Support

Cancer Nursing

Jessica Ryan: 836-08395

From: Registered Nurse Level 1 \$61,683 - \$82,398
Health
To: Registered Nurse Level 2 \$85,659 - \$90,789
Health, Canberra (PN. 15659) (Gazetted 31 March 2016)

Canberra Hospital and Health Services

Sharon Bale: 829-68938

From: Registered Nurse Level 3.1 \$98,207 - \$102,249
Health
To: Registered Nurse Level 3.2 \$111,021
Health, Canberra (PN. 22543) (Gazetted 16 June 2016)

Justice and Community Safety

Legislation, Policy and Programs

Restorative Justice Unit

Suit Lean Siah: 827-21898

From: Administrative Services Officer Class 4 \$64,700 - \$70,057
Justice and Community Safety
To: Administrative Services Officer Class 5 \$71,907 - \$76,114
Justice and Community Safety, Canberra (PN. 36492) (Gazetted 18 May 2016)

RETIREMENTS AND DISMISSALS

Community Services

Section 143 of the Public Sector Management Act 1994 Anna Poorna John AGS: 795-49628, 13 July 2016

Section 143 of the Public Sector Management Act 1994 Catherine Jeanette Welch AGS: 027-48426, 08 July 2016

Section 143 of the Public Sector Management Act 1994 Matthew Vincent Clissold AGS: 715-62852, 15 July 2016

Section 143 of the Public Sector Management Act 1994 Robyn Brodie-Reed AGS: 792-35311, 14 July 2016

