



ACT Government Gazette

Gazetted Notices for the week beginning 18 April 2019

VACANCIES

ACT Audit Office

**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**

Performance Audit

Senior Director

Principal - ACT Audit Office \$149,206, Canberra (PN: 25226, several)

Gazetted: 24 April 2019

Closing Date: 15 May 2019

Details: The ACT Audit Office is seeking people with excellent analytical, research and investigatory skills to join the Performance Audit team. As a Senior Director, you will be primarily responsible for managing complex and sensitive performance audits and other reviews and investigations of the operations of ACT public sector entities. The ACT Auditor-General is an independent Officer of the Legislative Assembly. The ACT Audit Office supports the Auditor-General in carrying out the functions of the Office, with a view to promoting public accountability in the public administration of the Australian Capital Territory. As a Senior Director you will have a key leadership role in the ACT Audit Office. The ACT Audit Office offers a range of flexible working conditions to balance each individual's circumstances with the needs of the organisation. The Office supports staff by providing learning and development opportunities. You will receive a salary of \$149,206 (plus an employer superannuation contribution). You should have an awareness of, and understanding and commitment to, the values of the ACT Audit Office, diversity of culture in the workplace and workplace health and safety principles. Further information may be obtained from Mr Brett Stanton, Assistant Auditor-General, Performance Audit on (02) 6207 9534 or via email at brett.stanton@act.gov.au. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications are highly desirable. All applicants must be fluent in English. All ACT employees are required to undergo employment screening. This position is a Position of Trust 1 and therefore, if you are selected for this position you will be required to gain and maintain a Baseline National Security Clearance. If this clearance is not successful, your employment in the role will not commence or, if already commenced, will be terminated.

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

How to Apply: Applicants are required to complete an Application Coversheet, a statement of claims against the Selection Criteria and provide their Curriculum Vitae and the names of two referees. Applications should be submitted to jobs@act.gov.au with an emailed copy to the contact officer, Mr Brett Stanton at brett.stanton@act.gov.au.

Contact Officer: Brett Stanton (02) 6207 9534 brett.stanton@act.gov.au

Calvary Health Care ACT (Public)

Geriatric Rapid Acute Care Evaluation (GRACE) Service

Registered Nurse

Registered Nurse Level 2 \$91,910 - \$97,413, Canberra (PN: Expected, several)

Gazetted: 24 April 2019

Closing Date: 5 May 2019

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

Reference Number: 21653

Contact Officer: Virginia Bennett 02 6201 6515 virginia.bennett@calvary-act.com.au
Applications can be forwarded to: <https://calvary.mercury.com.au>

Geriatric Rapid Acute Care Evaluation (GRACE) Service

Registered Nurse

Registered Nurse Level 3 \$105,372 - \$109,709, Canberra (PN: Expected)

Gazetted: 24 April 2019

Closing Date: 5 May 2019

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

Reference Number: 21644

Contact Officer: Andrea Moore (02) 6201 6439 andrea.moore@calvary-act.com.au

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

Clare Holland House

Palliative Care

Home based Palliative Care

Registered Nurse

Registered Nurse Level 2 \$91,910 - \$97,413, Canberra (PN: Expected)

Gazetted: 25 April 2019

Closing Date: 28 April 2019

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

Reference Number: 21562

Contact Officer: Brad Smith Bradley.Smith@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

Education and Training Services

Trade Skills

Hospitality, Culinary, Tourism and Electrical Trades

Administrative Officer

Administrative Services Officer Class 3 \$62,530 - \$67,296, Canberra (PN: 54187, several)

Gazetted: 23 April 2019

Closing Date: 30 April 2019

Details: Canberra Institute of Technology (CIT) is seeking self-motivated individuals with attention to detail to work in administration for the Trade Skills College. The role encompasses a variety of tasks to support the day to day operation, including face-to-face, phone and email communication and general administrative support to staff and students. The successful candidates will possess a proven ability to work independently and as part of a team and have a flexible, can do attitude. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with a disability and those who identify as LGBTIQ are encouraged to apply.

Notes: There are several positions available one permanent, and two temporary for 12 months with possible of permanency (one is part-time at 22:03 hours per week and the full-time salary noted above will be paid pro rata and one is full-time). An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct Promotion - General and CIT Enterprise Agreements.

How to Apply: All applicants are required to complete the Application Coversheet, provide a written response to the relevant Selection Criteria and an updated resume to jobs@act.gov.au

Contact Officer: Josephine Whitfield (02) 6207 3218 josephine.whitfield@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

Economic Development

Innovation, Industry and Investment

Executive Assistant

Administrative Services Officer Class 5 \$77,155 - \$81,668, Canberra (PN: 33741)

Gazetted: 24 April 2019

Closing Date: 8 May 2019

Details: An experienced Executive Assistant is sought to support the Executive Branch Manager, Innovation, Industry and Investment. The Innovation, Industry and Investment Branch works to deliver on the ACT Government's objective of diversifying and strengthening the ACT economy to create a vibrant community for Canberrans and for people visiting Canberra. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available for a period of 10 months with the possibility of extension and/or permanency. Selection may be based on application and referee reports only.

How to Apply: Please provide a completed Application Coversheet; a supporting statement of no more than two pages outlining experience and/or abilities against the Professional and Technical skills and Behavioural Capabilities outlined in the Position Description; and your Curriculum Vitae to jobs@act.gov.au.

Contact Officer: Deb Clayton-Baker (02) 6207 1339 deb.clayton-baker@act.gov.au

Partnership Services Group

Service Centre

Service Desk

HR/Finance Service Desk Officer

Administrative Services Officer Class 4 \$69,422 - \$75,169, Canberra (PN: 36218, several)

Gazetted: 23 April 2019

Closing Date: 10 May 2019

Details: The Shared Services Service Desk are seeking customer service professionals to join our HR/Finance team. These roles cover a wide variety of areas and are responsible for providing front line customer support to ACT Government directorates. As a HR/Finance Service Desk Officer you will; provide a high level of customer service in responding to customer enquiries on the telephone and via email, actively contributing to achievement of key performance indicators; provide expert advice and guidance on HR legislation, policies and ACT conditions of service to customers and Shared Services colleagues; provide advice on financial policies and procedures, including Accounts Payable Invoice Automation Solution (APIAS), invoices and payments; create and maintain records by inputting data into Service Desk systems accurately, within agreed time frames and in accordance with Service Desk processes, and contribute to the maintenance of effective personnel records by inputting data into HR systems. Please review the position description for further details about the role and the capabilities required to perform the duties and responsibilities of the position. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

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

Note: These are temporary positions which are available ASAP with the possibility of extension up to 12 months and/or permanency. An order of merit list may be established to fill future vacancies at level over the next 12 months.

How to Apply: Please submit a written response of up to two pages, contact details for at least two referees and a current Curriculum Vitae, including Application Coversheet. The response should be written in the form of a pitch, providing evidence of your capacity to perform the duties and responsibilities (what you will do). Your pitch should detail your greatest achievements and how they relate to this position and its requirements, as well as outline your ability and experience and how they make you suitable for the role. Applications should be sent to jobs@act.gov.au.

Contact Officer: Jessikah Sullivan (02) 6201 7400 jessikah.sullivan@act.gov.au

Economic Development

Sport and Recreation

ACT Academy of Sport (ACTAS)

ACTAS Medical Registrar

Senior Professional Officer Grade C \$100,462 - \$108,140, Canberra (PN: 42285)

Gazetted: 24 April 2019

Closing Date: 1 May 2019

Details: Sport and Recreation is seeking a suitably qualified and experienced person to join our ACT Academy of Sport (ACTAS) team as a Medical Registrar. Under direction from the ACTAS performance Services Manager and the Australian Institute of Sport (AIS) Chief Medical Officer, the Medical Registrar will provide high quality medical services and undertake a research project to achieve section and business outcomes, including: Provide high quality medical services to ACT and National high performance athletes and coaches which contribute to the achievement of ACTAS performance targets; contribute to educational activities within the ACTAS Performance Services team and the AIS Medical team including teaching of medical students, other doctors, athletes and members of the athlete support team; contribute to research activities within the AIS Medical team; provide medical monitoring and support for athletes training and competing out of their home environment in the ACT; undertake observational and form research learning activities for continual professional development. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Bachelor of Medicine, Bachelor of Surgery (MBBS) degree or equivalent. Australian Health Practitioner Regulation Agency (AHPRA) Registration to practise medicine in Australia. Part 1 examination of the Australasian College of Sport and Exercise (ACSEP) (preferred). Current CPR and First Aid Certificate. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available for an immediate start until 30 June 2020, with the possibility of extension. Selection may be based on application and referee reports only.

How to Apply: Please submit your resume, Application Coversheet and document addressing the Selection Criteria to jobs@act.gov.au

Contact Officer: Gerard Corradini (02) 6207 4410 gerard.corradini@act.gov.au

Community Services

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

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

Children, Youth and Families

Child and Youth Protection Services

Case Manager

Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 32488)

Gazetted: 23 April 2019

Closing Date: 5 May 2019

Details: Protecting our most vulnerable children and young people is one of the most important jobs you can do. As a Child and Youth and Protection (CYPS) Case Manager, you will: Make a difference in the lives of children and young people at risk of abuse and neglect; Provide positive influence on young people and help make your community safer; Benefit from ongoing learning and development; Be challenged and rewarded. CYPS Case Manager Role is focussed on delivering the best possible life outcomes for children and young people through responsive client service underpinned by trauma informed case management. As a Case Manager, you will receive and assess reports of alleged abuse and neglect of children and young people. You will undertake investigations and develop plans to ensure the safety and wellbeing of children and young people. This may include taking matters to court. Case managers may supervise and provide support to young people subject to youth justice orders. We are seeking case managers who are able to work alongside families and key stakeholders, develop and maintain professional relationships, have strong engagement skills, ability to develop assessment and case management skills, undertake planning, and have high level written and communication skills. The Community Services Directorate is committed to addressing the disproportionate representation of Aboriginal and Torres Strait Islander children in the child protection system and is committed to meeting the cultural needs of the children we work with. We strongly encourage applications from Aboriginal and Torres Strait Islander peoples and those from diverse cultural backgrounds. The Health Professional 1 Case Manager role is focussed on delivering the best possible life outcomes for children and young people through responsive client service underpinned by best practice trauma informed case management.

Eligibility/Other Requirements: Essential qualifications and experience: Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline. Proficiency with Microsoft Office programs. Current driver's licence. A *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: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards.

How to Apply: All applications, including Application Coversheet, your written response to Selection Criteria, resume must be submitted to jobs@act.gov.au

Contact Officer: Cassandra Pentreath (02) 6207 2431 cassandra.pentreath@act.gov.au

Housing ACT

Infrastructure and Contracts

Asset Planning

Project Finance Manager

Senior Officer Grade C \$104,630 - \$112,626, Canberra (PN: 43807)

Gazetted: 24 April 2019

Closing Date: 1 May 2019

Details: The Asset Planning team is responsible for the strategic management of the public housing portfolio, in the context of the ACT Housing Strategy and the Public Housing Asset Management Strategy. It has four key functions: strategic portfolio management, design and project management, sales and acquisitions, and community engagement. The Project Finance Manager manages and reports on the financial performance of the public housing growth and renewal capital program. It supports the Manager, Portfolio Management and Acquisitions, to develop the annual capital program and prepares the annual budget and business cases for the program. The position works closely with various teams throughout Housing ACT (including Strategic Finance) to ensure the capital program is achieving its financial and stock targets. The position occupant will be expected to demonstrate sound financial management capability, the ability to think strategically in an operational environment and possess excellent interpersonal, organisational and communication skills. The position occupant will manage financial outcomes of the annual growth and renewal capital program consistent with the ACT Housing Strategy and the Public Housing Asset Management Strategy within a human services environment.

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

How to Apply: Interested applicants should provide an Application Coversheet, a current Curriculum Vitae and a written application addressing the Selection Criteria to a maximum of two pages, detailing relevant experience, qualifications and motivation for the role to jobs@act.gov.au.

Contact Officer: Catherine Loft (02) 6207 4592 catherine.loft@act.gov.au

Housing ACT

Infrastructure and Contracts

Asset Delivery

Manager, Asset Delivery

Senior Officer Grade C \$104,630 - \$112,626, Canberra (PN: 43808)

Gazetted: 24 April 2019

Closing Date: 1 May 2019

Details: The Asset Delivery team, within the Infrastructure and Contracts Section, delivers the Housing ACT construction program of new properties in the context of the ACT Housing Strategy and the Public Housing Asset Management Strategy. It has four key functions: strategic portfolio management, design and project management, sales and acquisitions, and community engagement. Manager, Asset Delivery is responsible to provide day to day supervision and management of the Asset Delivery team including monitoring and reporting its performance against the approved program and assisting in the development and implementation of system improvements to support business practices, innovation and improve efficiencies. The position occupant will manage, and be accountable for, the delivery of multiple complex and high profile capital works projects that deliver key government initiatives or programs incorporating all aspects of project management on behalf of the Commissioner for Social Housing and the ACT Government

Eligibility/Other Requirements: Qualifications and experience in construction, project management are highly desirable. Experience and/or familiarity with ACT building and design specifications is also highly desirable.

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

How to Apply: Interested applicants should provide an Application Coversheet, a current Curriculum Vitae and a written application addressing the Selection Criteria to a maximum of two pages, detailing relevant experience, qualifications and motivation for the role to jobs@act.gov.au.

Contact Officer: Catherine Loft (02) 6207 4592 catherine.loft@act.gov.au

Housing ACT

Infrastructure and Contracts

Asset Delivery

Senior Project Officer

Senior Officer Grade C \$104,630 - \$112,626, Canberra (PN: 43810, several)

Gazetted: 24 April 2019

Closing Date: 1 May 2019

Details: The Asset Delivery team, within the Infrastructure and Contracts Section, delivers the Housing ACT construction program of new properties in the context of the ACT Housing Strategy and the Public Housing Asset Management Strategy. It has four key functions: strategic portfolio management, design and project management, sales and acquisitions, and community engagement. The Senior Project Officer, Asset Delivery is responsible to manage, and be accountable for, the delivery of multiple complex and high profile capital works projects that deliver key government initiatives or programs incorporating all aspects of project management on behalf of the Commissioner for Social Housing and the ACT Government. The position occupant will ensure that design documents conform to the Housing ACT Project Design Brief, assist with the preparation of Development Applications (DA's) and actively monitor the progress of the Development Application/Building Application process.

Eligibility/Other Requirements: Tertiary qualifications in building and/or construction management, or other related field are highly desirable. A General Construction Induction Card (White Card) and Asbestos Awareness Card is also highly desirable.

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

How to Apply: Interested applicants should provide an Application Coversheet, a current Curriculum Vitae and a written application addressing the Selection Criteria to a maximum of two pages, detailing relevant experience, qualifications and motivation for the role to jobs@act.gov.au

Contact Officer: Catherine Loft (02) 6207 4592 catherine.loft@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Marketing

Assistant Marketing Manager Social Media and Content

Administrative Services Officer Class 4/5 \$66,656 - \$78,415, Canberra (PN: 3505)

Gazetted: 18 April 2019

Closing Date: 25 April 2019

The Canberra Theatre Centre is looking for a new team member to look after the venue's social media, digital advertising and in-venue signage. This role requires you to have established experience in implementing and running commercially-focus, paid social media and digital advertising campaigns on Facebook, Instagram and Google. In addition, you'll have first-hand experience in creating video and imagery content for social media. If this sounds like you, let us know.

Eligibility/Other Requirements: Photography skills is a plus. Experience with in-venue screen management software is a plus. Degree or equivalent qualification.

Note: Selection may be based on application and referees reports only. One year temporary contract with the possibility of a further contract or ongoing employment.

Contact Officer: Gabrielle Affleck (02) 6243 5743 gabrielle.affleck@act.gov.au

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

Canberra Museum and Gallery

Access and Learning

Assistant Director, Access and Learning (Programs)

Senior Professional Officer Grade C \$100,462 - \$108,140, Canberra (PN: 8523)

Gazetted: 18 April 2019

Closing Date: 2 May 2019

Details: Canberra Museum and Gallery is seeking a talented individual to manage the Access and Learning team in the role of Assistant Director, Access and Learning (Programs). The Access and Learning team is responsible for delivering programs and services to a range of audiences at Canberra Museum and Gallery. The Assistant Director manages this small team to develop and deliver both learning and community programs. The successful applicant will have demonstrated experience in the management and delivery of learning experiences to school groups and community programs to diverse audiences within a museum and/or gallery context. A demonstrated ability to manage staff, budgets, competing tasks and work to deadlines is essential. This is a temporary vacancy available for a period of 8 months.

Eligibility/Other Requirements: Tertiary qualifications in a relevant field are essential. A current ACT Driver's Licence is essential.

Note: This position involves some strenuous physical activity and lifting and out-of-hours work. Applicants must submit a written statement addressing the selection criteria and a CV.

Contact Officer: Sophie Chessell (02) 6207 9130 sophie.chessell@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

System Policy and Reform

Enrolments and Planning

Planning

Senior Director Planning

Senior Officer Grade A \$143,116, Canberra (PN: 41929)

Gazetted: 23 April 2019

Closing Date: 14 May 2019

Details: Education Directorate seeks a candidate with strong leadership, management and analytical skills for the position of Director, School Planning. To respond to significant growth in student demand for government schools, the Directorate is to expand capacity in the public school sector across Canberra, focusing particularly on existing and future residential growth areas. The Director will lead and manage the student demand projections team and take lead responsibility for a significant project of reform to the projections methodology and the planning evidence base more generally, in response to new demographic trends and future planning needs. The Director will work closely with partner areas within the Education Directorate and also across the ACT Government. Strong skills in collaboration are essential. The team is forging new approaches to schools planning and the Director must also relish innovation and working in an environment of change.

Eligibility/Other Requirements: Knowledge and experience in data analysis and in land and urban planning in the ACT are highly desirable.

Note: This is a temporary position available until 30 June 2020, with possibility of permanency. Selection may be based on application and referee reports only.

How to Apply: All applicants should provide referee contacts. Please provide resume, Application Coversheet and pitch or response to Selection Criteria and send your application to jobs@act.gov.au.

Contact Officer: Margaret Stewart (02) 6207 9334 margaret.stewart@act.gov.au

School Performance and Improvement

Tuggeranong Network

Gordon Primary School

Deputy Principal - Gordon Primary School

School Leader B \$136,828, Canberra (PN: 36930)

Gazetted: 24 April 2019

Closing Date: 13 May 2019

Details: As a senior member of the school leadership team you will assist the principal in discharging the principal's responsibilities to the students, parents and community, teaching and support staff, and provide general administrative support throughout the school, including deputising for the principal as required. As coordinator of a flexible leadership sub-team, provide leadership in school improvement foci through intentional collaboration with Directorate personnel, schools in the Lanyon Cluster and the Tuggeranong Network. The successful applicant will provide leadership across the school within a Choice Theory ethos and in accordance with the School Plan; in particular in implementation of the Quality Teaching Framework, integrated curriculum based on the Learning by Design Framework and the Australian Curriculum, cooperative learning, personalised learning, Response to Instruction (RTI), Digital Technologies, endorsed literacy and numeracy programs, evidence based spirals of inquiry, Lanyon Cluster and Tuggeranong Network projects. You will provide leadership in, and accept responsibility for; student management and welfare, co-ordination of assigned professional learning teams, coaching, mentoring, co-ordination of probationary teachers, teachers on contract and student teachers. The Deputy Principal is responsible for promoting positive school and community relations, parent involvement and liaison with other sectors and schools within the Lanyon Cluster, Tuggeranong Network and the ACT Education Directorate. The successful applicant will teach an appropriate load and undertake teaching tasks and other duties.

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

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

Note: This is a temporary vacancy available from 6 July 2019 to 1 September 2019 with possibility of extension. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Please submit your Curriculum Vitae, statement of claims based on the leadership capabilities outlined in the application package (maximum five pages) and an Application Coversheet with two referees. Applications should be sent to jobs@act.gov.au.

Contact Officer: Murray Bruce (02) 6142 2530 murray.bruce@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.

Environment, Planning and Sustainable Development

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

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

Planning, Land and Building

Building Design and Projects

Major Projects - City

Planning Policy Officer

Administrative Services Officer Class 6 \$83,135 - \$95,146, Canberra (PN: 34846)

Gazetted: 23 April 2019

Closing Date: 7 May 2019

Details: An excellent opportunity exists in the Building, Design and Projects branch for a motivated self-starter to fulfil the role of Planning Policy Officer. The successful applicant will work in a dynamic multi-disciplinary team delivering major projects and policies with a city centre focus. This will require a demonstrated understanding of contemporary best-practice approaches to planning and design including their applicability in a Canberra context; demonstrated aptitude for research and analysis; well-developed oral and written communication skills; and the ability meet deadlines, manage competing priorities, support strong working relationships with internal and external stakeholders and capably represent the directorate in a range of forums.

Eligibility/Other Requirements: Tertiary qualifications in urban planning, urban design or another relevant professional area are highly desirable.

Note: This is a temporary position available ASAP to 9 October 2020 with the possibility of extension. The Environment, Planning and Sustainable Development Directorate will be moving to a new workplace designed for activity-based working (ABW) in February 2020. Under ABW arrangements officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Please email to jobs@act.gov.au: an Application Coversheet, a written application of no more than two pages, addressing the Selection Criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

Contact Officer: Suzanne Jurcevic (02) 6207 3317 suzanne.jurcevic@act.gov.au

Land Strategy and Environment

Planning, Land and Building Policy

Planning Officer

Administrative Services Officer Class 5 \$77,155 - \$81,668, Canberra (PN: 00291)

Gazetted: 23 April 2019

Closing Date: 30 April 2019

Details: The Territory Plan section is seeking a highly motivated person with an understanding of the ACT planning system and the Territory Plan, as well as strong planning, research and technical writing skills to assist with the administration of the Territory Plan. The successful applicant will be required to assist with the preparation of variations and technical amendments to the Territory Plan, in accordance with statutory requirements.

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

How to Apply: Please email to jobs@act.gov.au: an Application Coversheet, a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current Curriculum Vitae, listing two referees and their contact details.

Contact Officer: Alix Kaucz (02) 6205 0864 alix.kaucz@act.gov.au

Health

Selection documentation for the following positions may be downloaded from <http://www.health.act.gov.au/employment>.

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

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Office of the Chief Psychiatrist

Primary Health Services

Staff Specialist Band 1-5

\$164,470 - \$202,960 Senior Specialist \$222,205, Canberra (PN: TBA)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Overviews of the work area and position: 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: Rehabilitation and Specialty Services (RSS) Adult Community Mental Health Services (ACMHS) Adult Acute Mental Health Services (AAMHS) Alcohol & Drug Services (ADS) Child & Adolescent Mental Health Services (CAMHS) Justice Health Services (JHS), incorporating the Forensic Mental Health Service (FMHS). The Justice Health Services Primary Health Team is part of MHJHADS and provides high quality healthcare to people located within the Alexander Maconochie Centre (AMC), the Dhulwa Mental Health Unit (DMHU) and young people at the Bimberi Youth Justice Centre (BYJC). The position holder would be expected to provide care to patients across all JHS sites. The position holder is expected to operate within the Public Sector Management Act (1994), the ACT Public Service Code of Conduct and the professional requirements specified by the appointee's Specialist College. The position will be accountable and responsible to the Justice Health Services Clinical Director through an Individual Learning and Development Plan. MHJHADS aims to be socially inclusive and operates within a recovery-focussed and/or harm minimisation approach. The successful applicant will have general practice experience and skills in both inpatient and community services. The successful applicant will also be expected to participate in the mandatory administrative, governance and training requirements of medical officers within the Division. Emphasis on recovery focus and person-centred care are essential. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$271,494 - \$359,948

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Royal Australian College of General Practitioners (RACGP) or Fellowship of the Remote and Rural College of Medicine (ACRRM) or equivalent specialist qualifications. Evidence of satisfactory participation in the RACGP or ACRRM Continuing Professional Development Program. Be registered under the Working for Vulnerable People Act. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening & vaccination processes against specified infectious diseases.

Contact Officer: Dr Katerina Lagios, Clinical Director Justice Health, Primary Health (02) 6205 3373 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Ground Level, Building 23 The Canberra Hospital, GARRAN ACT 2606

Clinical Services

Cancer and Ambulatory Support

Clinical Haematology

Registrar

Registrar \$98704-\$123327, Canberra (PN: TBA)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Canberra Hospital is a busy tertiary hospital in the nation's capital that provides high quality, comprehensive health care to the people of the Australian Capital Territory (ACT) and surrounding regions of New South Wales. It is the principal teaching facility of the Australian National University Medical School and the ANU rural clinical school. Canberra is also the home of excellence in research with the world class John Curtin School of Medical Research (JCSMR). Canberra Hospital is a 500 bed institution and provides services in Haematology, Oncology, Radiation Oncology, Cardiology, Endocrinology, Gastroenterology, General Medicine, Geriatrics, Infectious Diseases, Immunology, Neonatology, Nephrology, Neurology, Obstetrics & Gynaecology, Paediatrics, Paediatric Surgery, Psychiatry, Pathology, Respiratory Medicine, General Surgery, Cardiothoracic Surgery, Neurosurgery, Urology, Emergency Medicine, Anaesthetics, ICU, Hospital in the home and Medical Imaging. It also has medical (MAPU) and surgical (SAPU) short stay units. Solid organ transplantation is not provided. The clinical haematology service provides a substantial inpatient and outpatient management for malignant and non-malignant patients including autologous stem cell transplantation and therapeutic plasma exchange. We provide a vital consultative haematology service to other specialities and external hospitals such as Calvary Hospital (Bruce, ACT), private hospitals and rural hospitals as well as to general practitioners. There is an active and dedicated clinical trials program. There is a strong teaching and professional development focus within the unit. The department has strong collaborative links with the department of Cancer Biology and Therapeutics at the John Curtin School of Medical Research, Australian National University. From 2018, there will be a 3-4 month rotation to Orange Health Service which is a 270 bed major non-metropolitan referral hospital and the Central West Cancer Care centre. This rotation will allow extension of clinical and diagnostic haematology skills in the rural setting, participation in the lymphoma multidisciplinary meetings teleconferenced with Westmead and Nepean hospital, a weekly outreach clinic in Bathurst, involvement in clinical trials and participation in inpatient care as well as a rurally focussed research project. Haematology conference participation will be supported from Orange Base Hospital. There will be supervision from on-site haematologists and there will be teaching opportunities to junior medical staff. The majority of our haematologists are accredited by RACP and RCPA and have a keen interest in post graduate education and training. The unit has 10 haematologists, 5 advanced trainees, 2 basic trainees and 2 junior medical officers. All trainees participate in the general medical after-hours roster and an on call haematology roster on weekends in conjunction with the on call consultant. Trainees will participate in outpatient clinics as well as outreach clinics under supervision of a consultant in regional centres in SE NSW and Calvary Hospital, Bruce, ACT. Development of a clinical or laboratory research project is strongly encouraged.

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

Contact Officer: Dr Maya Latimer 5124 8514 maya.latimer@act.gov.au Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment>

Justice and Community Safety

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

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

ACT Corrective Services

Community Corrections and Release Planning

Community Operations

Aboriginal Client Support Officer

Administrative Services Officer Class 6 \$83,135 - \$95,146, Canberra (PN: 42733)

Gazetted: 24 April 2019

Closing Date: 10 May 2019

Details: A career opportunity has arisen in ACT Corrective Services (ACTCS) for a highly motivated, values-driven professional to join Community Corrections and Release Planning as an Aboriginal Client Support Officer. We are looking for a motivated person who will assist to achieve equitable outcomes for Aboriginal and Torres Strait

Islander offenders, through the provision of advice to staff around the complexities of working with Aboriginal & Torres Strait Islander people in the criminal justice system. The successful applicant will build and maintain relationships with Aboriginal and Torres Strait Islander clients, Elders, stakeholders and community and also represent the agency at the Circle Sentencing Court. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: This is a designated position in accordance with *s42, Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested. Understanding of and sensitivity to Aboriginal and Torres Strait Islander cultural issues and issues relevant to other minority groups is essential. Experience working with offenders and relevant tertiary qualifications are highly desirable. A current driver's licence is essential. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: Eligible candidates will be required to undergo a police check.

How to Apply: Applicants are required to submit five items: 1) ACT Government Application Coversheet; 2) statement of claims against specified Selection Criteria; 3) a current resume; 4) the names and contact details of two referees (one should be a current Supervisor/Manager); and 5) a copy of your current driver's licence. Please ensure you submit all five items to jobs@act.gov.au.

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

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

Corporate

Office of the Chief Operating Officer

Communications, Engagement and Media

Communications and Engagement Officer

Administrative Services Officer Class 6 \$83,135 - \$95,146, Canberra (PN: 43120)

Gazetted: 18 April 2019

Closing Date: 2 May 2019

Details: The Communications and Engagement Officer will develop and plan communication and stakeholder engagement activities as part of the ACT Government's Building Communities Not Prisons initiative. This position will require the Communications and Engagement Officer to develop communication, stakeholder and media material including communication strategies, talking points, media releases and articles for external publications in consultation with internal and external stakeholders. The core purpose of the position is to promote initiatives, facilitate comprehensive stakeholder consultation and monitor progress. To be successful in the role, the officer will need to be highly organised, have strong attention to detail and be able to communicate with a broad range of stakeholders across government, the community sector, academia and the public. The officer will need to be self-motivated, respond quickly to changing priorities and show initiative, sound judgement and an ability to adhere to tight timeframes.

Note: This is a temporary position available for 18 months with the possibility of permanency.

How to Apply: Please provide a one to two page pitch addressing the Professional/Technical Skills and Knowledge and Behavioural Capabilities, current Curriculum Vitae and the name and contact details of two referees.

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

Contact Officer: Ellena Bisset (02) 6207 6101 ellena.bisset@act.gov.au

ACT Corrective Services

Corporate Services

People and Culture

Head of People and Capability

Senior Officer Grade A \$143,116, Canberra (PN: 45891)

Gazetted: 24 April 2019

Closing Date: 6 May 2019

Details: A career opportunity has arisen in ACT Corrective Services (ACTCS) for an experienced, highly motivated, outcome-oriented person, to fill the role of Head of People and Capability. As the Head of People and Capability, you will be responsible for the provision of strong, ethical and highly visible leadership to a unit accountable for the staff capability management and operational human resource functions, ensuring compliance and continuity with the appropriate ACT Public Service and Justice and Community Services (JACS) governance and strategy frameworks. The successful applicant will be responsible for the ongoing development and operational implementation of the ACTCS People Strategy, including Staff Wellbeing. Further to this, you will assist JACS People and Workplace Strategy Unit providing timely and accurate support in relation to industrial relations, legislation and enterprise agreement matters. Additionally, the successful applicant will manage the agency's Registered Training Organisation (RTO) and the procurement of high quality specialist external training programs and services, while identifying, developing and implementing training and professional development activities in line with operational and strategic goals, including the Entry-level Training Program, Custodial Mandatory Training and Community Corrections Team Leader program. To be successful you will possess exceptional communication and interpersonal skills in addition to demonstrating strong leadership and management qualities. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications and/or equivalent experience would be desirable. Qualifications in Human Resources, Training or Business Administration will be highly regarded. Understanding of ACT Government employment framework will be highly regarded. The successful candidate may be required to undergo a criminal record check. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804
Note: This is a temporary position available for up to 12 months with the possibility of extension and/or permanency.

How to Apply: To apply, applicants are required to submit five items: (1) ACT Government Application Coversheet; (2) statement of claims against specified Selection Criteria; (3) a current resume; (4) the names and contact details of two referees (one should be a current Supervisor/Manager); and (5) a copy of their Driver's Licence. Please ensure you submit all five items.

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

Contact Officer: Therese Goodman (02) 6207 8297 therese.goodman@act.gov.au

Transport Canberra and City Services

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

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

City Services

Roads ACT

Traffic Management and Safety/Traffic Signals

Assistant Director Traffic Signals

Infrastructure Manager/Specialist 1 \$153,082, Canberra (PN: 01794)

Gazetted: 18 April 2019

Closing Date: 2 May 2019

Details: The Traffic Signals Group is responsible for all aspects related to the Territory's traffic signals. This includes control of the signals using the Sydney Coordinated Adaptive Traffic System (SCATS), signals analysis, investigation and coordination using specific software programs and tools, management of a program of signal upgrades, the identification of new signal locations, programming of traffic signal controllers, etc. The Group also manages a contract for the maintenance of the signals. In addition, the Group controls several Intelligent Transport System (ITS) applications which are managed overall using the STREAMS management platform. These include fixed Variable Message Signs (VMSs) and Closed-Circuit Television (CCTV) cameras. The Assistant Director is responsible for leading the Traffic Signals Group and will have extensive experience in the field of traffic signals. The incumbent

will provide leadership, communicate professionally and work with flexibility and efficiency as part of a complex team.

Eligibility/Other Requirements: Tertiary qualifications in an appropriate discipline, membership of a professional institution, and, preferably, a post graduate qualification in Traffic Engineering. Current drivers licence (C-class) is mandatory.

How to Apply: Please submit your application demonstrating your experience against the Selection Criteria directly to: Matthew Smee, Managing Consultant, Hudson +61 262 291 522 matthew.smee@hudson.com This recruitment will be undertaken through an agency - see details in "How to apply". Please direct all questions to the Contact Officer.

Contact Officer: Matthew Smee +61 262 291 522 matthew.smee@hudson.com

Canberra Health Services

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

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

Infrastructure Management and Maintenance

Finance and Business Intelligence

Health Information Services

ACTPAS Data Quality Team Supervisor

Administrative Services Officer Class 4 \$69,422 - \$75,169, Canberra (PN: 20191)

Gazetted: 25 April 2019

Closing Date: 2 May 2019

Details: About us:

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

CHS administers a range publicly funded health facilities, programs and services including but not limited to: The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.

University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.

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

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

A range of community based health services including early childhood services, youth and women's health, dental health, mental health and alcohol and drug services.

Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University.

Overview of the work area and position:

The Finance and Business Intelligence (FBI) Branch is led by the Chief Finance Officer (CFO) who reports to the Chief Executive officer of Canberra Health Services. The FBI Branch is responsible for the development and maintenance of budgets, financial management, and for providing strong operational finance and performance reporting analysis across the health service. The five sub-units within the FBI branch include the Financial Management Unit, Revenue and Financial Services, Patients Accounts, Business Intelligence and the Health Information Unit.

The Finance and Business Intelligence Branch has been established to implement a management approach within the CHS Directorate that supports how CHS plans, budgets, allocates and manages both activity and financial resources to deliver safe and high-quality health service for the ACT Community.

The Business Intelligence Unit (BIU) manages data and reporting and aims to be a centre of excellence for provision of key operational and strategic support information throughout CHS through the development of operational performance dashboards both for reporting and analysis including the ability to undertake predictive modelling and forecasting to address future demand growth.

The Financial Management Unit (FMU) are finance business professionals who work closely with particular divisions and underlying business units creating an active partnership with operations and management. Their role includes monthly reporting, budget development and planning, liaison, contribute to the development of business cases to support service developments and enhancements for the Division.

Revenue and Hospital Financial Services (R&HFS) provides a range of business and financial services including; Interstate Patient Travel Assistance Scheme (IPTAS), VMO claims auditing and receipting, eligible educational activity requests funded through various sources, financial reporting and liaison for Special Purpose Accounts. Patients Accounts and Debt Recovery raise and perform debt recovery functions for hospital accommodation and medical service invoicing. The office also provides administrative support, training and advice to the divisions on billing process/guidelines in a public health facility.

The Health Information Service provides a range of services including scanning and health record management, clinical coding and casemix data generation, patient identifier maintenance, clinical record forms design and managing access to personal health information to facilitate patient care and follow-up, for research, quality improvement, education and hospital management purposes.

Under general direction of the Deputy Director, Health Information Service the ACTPAS Data Quality Team Supervisor is responsible for coordinating the team to check every registration of patients attending ACT Health for ongoing care. This involves reviewing the registrations made by ACT Health staff throughout the organisation, contacting staff members if issues are found, and contacting patients as required to update or confirm information. You will undertake a leadership role and deal with the more complex issues in respect of patient identification and correcting errors that have been made, including investigation of clinical records to correlate medical histories to ensure that records are not merged incorrectly. You will manage the roster of the 3.4 team members you are responsible for, including the rostering to cover weekday work hours (7am to 5pm), weekend and public holiday rosters (including RDOs).

You will require excellent attention to detail, a good understanding of the ACT Public Health environment, previous experience using clinical information systems and high level computer skills in a range of software applications including Word, Excel and Outlook.

Eligibility/Other Requirements:

Highly Desirable:

Previous experience working in a hospital clinical record department, medical practice or similar health environment.

Current driver's licence

Desirable:

Previous experience providing supervision to a small team

Knowledge and understanding of public healthcare systems and health information management systems

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note:

Selection may be based on application and referee reports only. This position(s) may be required to participate in overtime, on call and/or rotation roster which includes the possibility of after hours, weekend and/or public holiday work.

Contact Officer: Gloria Spyropoulos (02) 5124 3331 gloria.spyropoulos@act.gov.au

Clinical Services

Finance and Business Intelligence

Patient Accounts

Billing and Debt Recovery Officer

Administrative Services Officer Class 4 \$69,422 - \$75,169, Canberra (PN: 02247, several)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

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

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

The Canberra Hospital: a modern 600-bed tertiary hospital providing trauma services and most major medical and surgical sub-specialty services.

University of Canberra Hospital Specialist Centre for Rehabilitation, Recovery and Research: a dedicated and purpose-built rehabilitation facility, with 140 inpatient beds, 75-day places and additional outpatient services.

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

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

A range of community based health services including early childhood services, youth and women's health, dental health, mental health and alcohol and drug services.

Canberra Health Services is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University.

Overview of the work area and position:

The position will provide high-level support to the Revenue Data, Patient Billing and Debt Recovery team and be required to have a high level of skills in time management, data integrity, customer focused communication and the ability to work independently and as part of a team to resolve debt owed to the Health Directorate.

The successful applicant will be required to communicate, negotiate and liaise with a range of internal and external stakeholders including, but not limited to patients, insurance companies, solicitors, employers, outpatient clinics and debtors. They will also be required to screen incoming phone calls and correspondence, support the revenue data team, provide debt recovery and invoicing functions and provide administration assistance as necessary. Applicants will need to be enthusiastic and have excellent interpersonal skills, have a strong willingness to learn and understand billing in a public health environment and have experience in the use of hospital based IT system such as ACTPAS .

Eligibility/Other Requirements:

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

Note:

These are temporary positions available for a period of six months with the possibility of extension.

Contact Officer: Jason McNamara (02) 6124 9034 jasonw.mcnamara@act.gov.au

Clinical Services

Women, Youth and Children

Child At Risk Health Unit

CARHU Clinical Services Coordinator

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 29753)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: [About us](#)

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

Overview of the work area and position

The Child at Risk Health Service (CARHU) provides specialist health services to children and young people who have been affected by abuse and/or neglect, and their families and carers. As the CARHU Clinical Coordinator you will provide clinical leadership, clinical supervision and guidance to the therapeutic team. You will provide regular input into, and form an integral part of the multidisciplinary leadership team.

To be successful in this position, it is expected that the successful candidate will have the following attributes:

Strong clinical and communication skills in a multidisciplinary context

The ability to work respectfully in partnership with a range of stakeholders

Eligibility/Other Requirements:

Degree in Social Work or Psychology and be registered with the Australian Health Practitioner Regulation Agency (AHPRA) or for allied health professions not regulated by National Law be eligible for accreditation with the Australian Association of Social Workers.

Desirable:

Post graduate qualifications in a relevant field are highly desirable.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*

Comply with Canberra Health Services credentialing and scope of clinical practice requirements for allied health professionals.

Provide a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases

Note:

This is a temporary position available until 1 November 2019 with the possibility of extension and/or permanency.

This full time position is located at the Canberra Hospital, hours of work 8:30 - 16:51 Monday - Friday.

Contact Officer: Bronwyn Roberson (02) 5124 2712 bronwyn.roberson@act.gov.au

ACT 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>

Health Systems, Policy and Research

Office of Professional Leadership and Education

Senior Manager

Senior Officer Grade A \$143,116, Canberra (PN: 41521)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health Directorate develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health Directorate has responsibility for:

Developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

Managing demand for and supply of health services across the territory.

Improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

Preventing, and providing a timely response to, potential public health incidents.

Leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

monitoring and enforcement of public health regulations, and

providing public health advice.

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

Overview of the work area and position:

The Office of Professional Leadership and Education is responsible for providing leadership and an overall medical, nursing/midwifery and allied health vision for the ACT as well as providing professional expertise to ensure the delivery of quality health care services. The Office of Professional Leadership and Education plays a key role in optimising standards of professional practice and that there are systems in place to support excellence in professional development, training and education of clinical staff.

The primary purpose of the position of Senior Manager is to lead the coordination and delivery of work undertaken by the Office of Professional Leadership and Education, in line with the strategic direction. The role is

responsible for monitoring, reporting and coordinating divisional projects and priorities for the Office of Professional Leadership and Education.

To be successful in the position, the Senior Manager will need a significant understanding of roles and accountabilities for the functions of the ACT Health Directorate and will work collaboratively with staff, executives and stakeholders to support the Office objectives. The successful applicant will provide outstanding leadership to the team, communicate professionally and work with flexibility, efficiency, and diplomacy.

Eligibility/Other Requirements:

Desirable:

Previous experience supporting the delivery of business services within the health sector.

Experience in the supervision of staff.

Please note prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Contact Officer: Helen Matthews (02) 5124 9545 helen.matthews@act.gov.au

Health Systems, Policy and Research

Policy, Partnerships and Programs

Mental Health Policy

Policy Officer

Administrative Services Officer Class 6 \$83,135 - \$95,146, Canberra (PN: 19538)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

managing demand for and supply of health services across the territory.

improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

preventing, and providing a timely response to, potential public health incidents.

leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million-dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

monitoring and enforcement of public health regulations, and

providing public health advice.

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

Overview of the work area and position

The Policy, Partnership and Programs Branch is responsible for providing advice to ACT Health and the ACT Government to meet the health needs of the community. We do this by contributing to the creation of policy settings that ensure the right care can be accessed in the right place, in the right way, at the right time, and that people are better able to care for themselves. This includes but is not limited to, the provision of strategic health policy advice, project development and implementation, procurement of non-government services, and liaison with government, non-government and private sector stakeholders.

The Mental Health Policy Unit is responsible for providing strategic advice, policy development and implementation. The Mental Health Policy Unit leads the Branch's engagement with the policy cycle and is the first

point of response for matters referred to the Branch for action and advice for the Minister for Mental Health. The Policy Unit works collaboratively with internal and external stakeholders to achieve organisational goals.

Eligibility/Other Requirements:

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

Desirable:

Tertiary qualifications in a relevant field.

Note:

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

Contact Officer: Melissa Lee (02) 5124 9780 melissa.lee@act.gov.au

Health Systems Policy and Research

Policy Partnerships and Programs

Preventive and Population Health

Project Officer

Administrative Services Officer Class 6 \$83,135 - \$95,146, Canberra (PN: 26587)

Gazetted: 25 April 2019

Closing Date: 2 May 2019

Details: About us

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

Developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

Managing demand for and supply of health services across the territory.

Improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

Preventing, and providing a timely response to, potential public health incidents.

Leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

Commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

Managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

Monitoring and enforcement of public health regulations, and

Providing public health advice.

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

Overview of the work area and position

Preventive and Population Health

Preventive and Population Health (PPH) has carriage of policy and program delivery relating to a range of issues including health promotion and preventive health. PPH 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 service planning, policy and program development.

Health Promotion

The Health Promotion Section initiates and manages programs and initiatives that aim to improve the health and wellbeing of the ACT population. These initiatives are delivered in partnership with various stakeholders including schools, businesses, sporting clubs, community organisations and other government agencies. Health Promotion activities seek to influence the social and environmental conditions that impact on population and individual health. Initiatives target both the whole ACT population and specific population groups.

Health Promotion is looking for a motivated and enthusiastic individual to help deliver on our health promotion priorities. This position will be expected to work across any area of the Health Promotion Section as required.

Eligibility/Other Requirements

Mandatory:

Be able to obtain a *Working with Vulnerable People (Background Checking) Act 2011*.

Desirable:

Tertiary qualifications in a relevant field.

Strong demonstrated experience in population health promotion, community development, social marketing, public health and/or related disciplines.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note

This is a temporary position for six months with the possibility of extension and/or permanency. This position may be required to work across various areas within the Health Promotion Section. Suitable applicants for the position may be placed on a merit list for future temporary and/or permanent positions at level in the Health Promotion Section.

Contact Officer: Helen Skeat (02) 5124 9515 helen.skeat@act.gov.au

Corporate Services Group

Digital Solutions Division

Technology Operations

System Administrator

Information Technology Officer Class 2 \$79,824 - \$91,356, Canberra (PN: 29747, several)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

managing demand for and supply of health services across the territory.

improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

preventing, and providing a timely response to, potential public health incidents.

leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

monitoring and enforcement of public health regulations, and

providing public health advice.

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

Overview of the work area and position:

The Corporate Services Group performs a critical enabling function for the long term success and sustainability of the ACT Health Directorate and the ACT health system. This Group is responsible for financial planning, budgeting and reporting; commissioning and evaluating the performance of public health services; strategic human resource

management; digital solutions; strategic infrastructure and procurement; service demand planning and modelling; data management and activity-based performance; governance and risk management.

The Digital Solutions Division (DSD) is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities across the ACT Health Directorate and Canberra Health Services. The Digital Solutions Division is responsible for the:

development, implementation and support of the Digital Health Strategy.

management of technology services and projects

management of the relationship and services delivery by technology vendors including Shared Services ICT

development, implementation and maintenance of technology policies and procedures.

ensuring information security.

The System Administrator roles undertake day to day operational management of a number of key clinical and administrative applications and hardware supported by the Digital Solutions Division. Responsibilities include day to day system administration duties in relation to the use, development and implementation of enhancements and upgrades for all the supported applications and hardware. The candidate will have strong ICT skills and experience and be able to demonstrate their ability to effectively support clinical and/or allied health professionals in the use of clinical systems.

When required, system administrators will be required to provide technical support outside of usual business hours for emergency or urgent issues. This maybe using on call or emergency overtime arrangements.

Qualifications and experience

Desirable:

Knowledge of the clinical and or administrative systems currently used by ACT Health would be an advantage but is not essential.

Qualifications in ITIL or experience working in an ITIL environment would be an advantage but not essential.

Experience in the support and management of Health IT applications.

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

Note:

An order of merit will be established for filling identical vacancies within the next 12 months from this process.

Contact Officer: Justine Spina (02) 5124 9040 justine.spina@act.gov.au

Health Systems, Policy and Research

Policy, Partnerships and Programs

Policy, Partnerships and Programs Executive

Executive Assistant

Administrative Services Officer Class 5 \$77,155 - \$81,668, Canberra (PN: 38090)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

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leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

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monitoring and enforcement of public health regulations, and providing public health advice.

Overview of the work area and position:

The Policy Partnerships and Programs (PPP) Branch is responsible for providing advice to ACT Health and the ACT Government on strategic health policy issues of national, territory-wide and health-sector-wide importance and inter-governmental issues. PPP assists other areas of the ACT Health with the policy development process and with liaison and negotiations with the government, non-government and private sectors as required.

Policy within the health system aligns ACT government priorities with the real health needs of the community and is inclusive of Aboriginal and Torres Strait Islander people, people who are culturally and linguistically diverse (CALD), lesbian, gay, bisexual, transgender and intersex (LGBTI) and people with disabilities including mental illness.

Eligibility/Other Requirements:

Desirable

Previous experience working as an Executive Assistant to a Senior Executive.

Previous experience in utilising Hewlett Packard Records Manager (HPRM) and Taleo (HR) systems.

High level keyboard and document production skills.

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

Note:

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

Contact Officer: Francesca Yang (02) 5124 9714 francesca.yang@act.gov.au

Corporate Services Group

Digital Solutions Division

Technology Operations

Assistant Director, Clinical and Administrative Systems Hub

Senior Information Technology Officer Grade B \$118,319 - \$133,197, Canberra (PN: 43250, several)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

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preventing, and providing a timely response to, potential public health incidents.

leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

monitoring and enforcement of public health regulations, and

providing public health advice.

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

Overview of the work area and position:

The Corporate Services Group performs a critical enabling function for the long term success and sustainability of the ACT Health Directorate and the ACT health system. This Group is responsible for financial planning, budgeting and reporting; commissioning and evaluating the performance of public health services; strategic human resource management; digital solutions; strategic infrastructure and procurement; service demand planning and modelling; data management and activity-based performance; governance and risk management

The Digital Solutions Division (DSD) is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities across the ACT Health Directorate and Canberra Health Services. The Digital Solutions Division is responsible for the: development, implementation and support of the Digital Health Strategy.

management of technology services and projects

management of the relationship and services delivery by technology vendors including Shared Services ICT

development, implementation and maintenance of technology policies and procedures.

ensuring information security.

The Assistant Director roles will oversee the day to day operational management of a number of key clinical and administrative applications and hardware supported by the Digital Solutions Division. The roles require the successful candidate to provide leadership and support to the System Administrators within Digital Solutions Division Technology Operations Branch. Responsibilities include managing stakeholder and business expectations in relation to the use, development and implementation of enhancements and upgrades for all the supported applications and hardware. The candidate will have strong ICT skills and experience and be able to demonstrate their ability to effectively manage second level support teams for several of ACT Health's key clinical and administrative systems.

Eligibility/Other Requirements:

Desirable:

Minimum of five years of previous experience in the technology sector.

Qualifications in ITIL or experience working in an ITIL environment would be an advantage but not essential.

Professional membership of the Australian Computer Society (ACS) as a 'Certified

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note:

An order of merit will be established for filling identical vacancies within the next 12 months from this process.

Contact Officer: Justine Spina (02) 5124 9040 justine.spina@act.gov.au

Corporate Services

Commissioning and Performance

Manager Commissioning

Senior Officer Grade C \$104,630 - \$112,626, Canberra (PN: 18966)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us

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ACT Health has responsibility for:

developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

managing demand for and supply of health services across the territory.

improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

preventing, and providing a timely response to, potential public health incidents.

leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,
monitoring and enforcement of public health regulations, and
providing public health advice.

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

Overview of the work area and position

The Corporate Services Group performs a critical enabling function for the long-term success and sustainability of the ACT Health Directorate and the ACT health system. This Group is responsible for financial planning, budgeting and reporting; commissioning and evaluating the performance of public health services; strategic human resource management; digital solutions; strategic infrastructure and procurement; service demand planning and modelling; data management and activity-based performance; governance and risk management.

The Commissioning and Performance Division will develop and administer the commissioning system through which the ACT health services receive funding from the ACT Government. The division will develop and monitor a performance framework, and systems to support and monitor the performance of all funded health services.

The Manager – Commissioning operates within the Commissioning Branch and is responsible for developing and managing a robust and systematic approach to the commissioning of health care services in the ACT to support the ACT Government in addressing the needs of the community.

Eligibility/Other Requirements:

Highly desirable:

Tertiary qualification in public administration, management or equivalent.

Desirable:

Health sector work experience.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Comply with Canberra Health Services Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Kim Salisbury (02) 5124 9420 kim.salisbury@act.gov.au

Corporate Services Group

Digital Solutions Division

Support Manager, Clinical and Administrative Systems Hub

Senior Information Technology Officer Grade C \$100,462 - \$108,140, Canberra (PN: 43255)

Gazetted: 25 April 2019

Closing Date: 9 May 2019

Details: About us:

The ACT Health Directorate is responsible for the stewardship of the health system in the ACT. ACT Health provides a strong policy and population health capability based on a foundation of world-leading health and medical research.

ACT Health develops strategies and sets the direction to ensure services meet community needs and expectations, delivers improved health outcomes, and that the health system is innovative, effective and sustainable now and in the future.

ACT Health has responsibility for:

Developing strategic policy and stewardship of the health system, including working with the Commonwealth on key health improvement initiatives.

Managing demand for and supply of health services across the territory.

Improving the health and wellbeing of the ACT population by promoting healthy behaviours and lifestyles and through ongoing monitoring and evaluation of health programs and policy.

Preventing, and providing a timely response to, potential public health incidents.

Leading the health workforce and clinical training strategy including building strong partnerships with key academic institutions and training providers,

commissioning and managing multi-million dollar contracts for the provision of health services, including partnerships with community sector organisations, peak bodies and advocacy groups,

managing a portfolio of infrastructure programs to ensure the ACT has world class, sustainable, fit for purpose clinical and patient care facilities,

monitoring and enforcement of public health regulations, and

Providing public health advice.

Overview of the work area and position:

The Corporate Services Group performs a critical enabling function for the long term success and sustainability of the ACT Health Directorate and the ACT health system. This Group is responsible for financial planning, budgeting and reporting; commissioning and evaluating the performance of public health services; strategic human resource management; digital solutions; strategic infrastructure and procurement; service demand planning and modelling; data management and activity-based performance; governance and risk management.

The Digital Solutions Division (DSD) is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities across the ACT Health Directorate and Canberra Health Services. The Digital Solutions Division is responsible for the:

Development, implementation and support of the Digital Health Strategy.

management of technology services and projects

management of the relationship and services delivery by technology vendors including Shared Services ICT

Development, implementation and maintenance of technology policies and procedures.

Ensuring information security.

The Support Manager roles will oversee the day to day operational management of a number of key clinical and administrative applications and hardware supported by the Digital Solutions Division. The roles require the successful candidate to provide leadership and support to the System Administrators within Digital Solutions Division Technology Operations Branch. Responsibilities include guiding stakeholder and business expectations in relation to the use, development and implementation of enhancements and upgrades for all the supported applications and hardware. The candidate will have strong ICT skills and experience and be able to demonstrate their ability to effectively manage small second level support teams for several of ACT Health's key clinical and administrative systems.

Eligibility/Other Requirements:

Desirable:

Experience in the management of Health IT applications

Extensive experience in the support and administration of ICT systems.

Qualifications in ITIL or experience working in an ITIL environment.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Contact Officer: Justine Spina (02) 5124 9040 justine.spina@act.gov.au

APPOINTMENTS

Chief Minister, Treasury and Economic Development

Information Technology Officer Class 2 \$79,824 - \$91,356

Jarrad Chant 782-44355, Section 68(1), 23 April 2019

Senior Officer Grade B \$123,227 - \$138,723

John Paul Keating 858-68684, Section 68(1), 23 April 2019

Community Services

Administrative Services Officer Class 5 \$77,155 - \$81,668

Michelle Finnegan 853-72881, Section 68(1), 15 April 2019

Education

Senior Officer Grade C \$104,630 - \$112,626

Claire Louise Clode 797-59780, Section 68(1), 23 April 2019

Administrative Services Officer Class 6 \$83,135 - \$95,146

Nigel Tafadzwa Matupire 853-81913, Section 68(1), 8 April 2019

Independent Competition and Regulatory Commission

Administrative Services Officer Class 3 \$62,530 - \$67,296

Jennifer Ofiana 858-52674, Section 68(1), 25 April 2019

Justice and Community Safety

Senior Professional Officer Grade A \$137,415

Dean Browne 858-54645, Section 68(1), 24 April 2019

Administrative Services Officer Class 3 \$62,530 - \$67,296

Sean Reeves 858-65520, Section 68(1), 15 April 2019

Canberra Health Services

Registered Nurse Level 1 \$66,185 - \$88,410

Amelia Brown 857-43275, Section 68(1), 18 April 2019

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

Xaviera Cassidy 858-65619, Section 68(1), 29 April 2019

Registered Nurse Level 1 \$66,185 - \$88,410

Keunyeong Pak 845-03931, Section 68(1), 18 April 2019

Registered Nurse Level 1 \$66,185 - \$88,410

Angelo Rontos 857-93045, Section 68(1), 18 April 2019

Registered Nurse Level 1 \$66,185 - \$88,410

Ma Elineil Suico 845-01602, Section 68(1), 18 April 2019

Registered Nurse Level 1 \$66,185 - \$88,410

Kritika Toraskar 853-63862, Section 68(1), 18 April 2019

Registered Nurse Level 1 \$66,185 - \$88,410

Erin Townsend 848-85140, Section 68(1), 18 April 2019

TRANSFERS

Community Services

Marie Pike: 853-79936

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

To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Community Services, Canberra (PN. 43999) (Gazetted 11 March 2019)

Justice and Community Safety

Benjamin Ribbons: 817-34144

From: Administrative Services Officer Class 6 \$83,135 - \$95,146
ACT Emergency Services Agency

To: Administrative Services Officer Class 6 \$83,135 - \$95,146
Justice and Community Safety, Canberra (PN. 04599) (Gazetted 15 February 2019)

Canberra Health Services

Katrina Dwyer: 822-44358

From: Registered Nurse Level 3.1 109,709

Canberra Health Services

To: Registered Nurse Level 3.1 \$105,372 - \$109,709

Canberra Health Services, Canberra (PN. 33748) (Gazetted 28 March 2019)

Angela Hanley: 845-20256

From: Registered Midwife Level 1 \$88,410

Canberra Health Services

To: Registered Midwife Level 1 \$66,185 - \$88,410

Canberra Health Services, Canberra (PN. 31458) (Gazetted 10 January 2019)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Workplace Safety and Industrial Relations

Injury Management Team

Shaun Ashcroft: 846-86213

From: Administrative Services Officer Class 4 \$69,422 - \$75,169

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$83,135 - \$95,146

Chief Minister, Treasury and Economic Development, Canberra (PN. 25800) (Gazetted 25 October 2018)

Shared Services

Finance and Payroll

Debt Management

Nikki Faithfull: 853-81470

From: Administrative Services Officer Class 3 \$62,530 - \$67,296

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4 \$69,422 - \$75,169

Chief Minister, Treasury and Economic Development, Canberra (PN. 42078) (Gazetted 12 February 2019)

Workplace Safety and Industrial Relations

Public Sector Workforce Health

Raelene McNaughton: 261-29064

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

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$123,227 - \$138,723

Chief Minister, Treasury and Economic Development, Canberra (PN. 40317) (Gazetted 3 April 2019)

Shared Services

Finance and Payroll

Debt Management

Jessica Wall: 853-74385

From: Administrative Services Officer Class 4 \$69,422 - \$75,169

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$77,155 - \$81,668

Chief Minister, Treasury and Economic Development, Canberra (PN. 43006) (Gazetted 7 March 2019)

Community Services

Corporate

People Management Branch

Safety and Wellbeing

Nicole Sillis: 853-70085

From: Administrative Services Officer Class 6 \$83,135 - \$95,146

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$104,630 - \$112,626

Community Services, Canberra (PN. 43581) (Gazetted 13 September 2018)

Education

School Improvement and Performance

North Gungahlin Network

Campbell High School

Ashley Michael Carter: 787-7124

From: \$68,022 - \$101,821

ACT Education Directorate

To: †School Leader C \$117,515

Education, Canberra (PN. 02574) (Gazetted 25 February 2019)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

School Improvement and Performance

Student Engagement

Bronwyn McNally: 835-68258

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

Education

To: †Senior Officer Grade B \$123,227 - \$138,723

Education, Canberra (PN. 35252) (Gazetted 1 August 2018)

Environment, Planning and Sustainable Development

Climate Change and Sustainability

Energy Markets and Renewables

Energy Projects; Energy Policy

Phillipa Jacomb: 853-7774

From: Administrative Services Officer Class 6 \$83,135 - \$95,146

Environment, Planning and Sustainable Development

To: †Senior Officer Grade C \$104,630 - \$112,626

Environment, Planning and Sustainable Development, Canberra (PN. 35995) (Gazetted 20 August 2018)

Transport Canberra and City Services

Chief Operating Office

Innovation and Customer Experience

Innovation and Data Analytics

Edmund Hall: 858-54856

From: Technical Officer Level 2 \$59,230 - \$67,825

Transport Canberra and City Services

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

Transport Canberra and City Services, Canberra (PN. 15599) (Gazetted 25 March 2019)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

Suburban Land Agency

Finance

Project Accounting

Elena Agrizko: 853-58553

From: Senior Auditor \$83,958 - \$102,244

ACT Audit Office

To: †Senior Officer Grade C \$104,630 - \$112,626

Suburban Land Agency, Canberra (PN. 38061) (Gazetted 31 January 2019)

Canberra Health Services

Canberra Hospital and Health Services

Peta Mercieca Lima: 793-38513

From: Senior Officer Grade C \$104,630 - \$112,626

Canberra Health Services

To: †Senior Officer Grade B \$123,227 - \$138,723

Canberra Health Services, Canberra (PN. 43850) (Gazetted 14 March 2019)

Canberra Hospital and Health Services

Lesley Ryan: 609-52281

From: Registered Nurse Level 1 \$66,185 - \$88,410

Canberra Health Services

To: Registered Nurse Level 2 \$91,910 - \$97,413

Canberra Health Services, Canberra (PN. 20610) (Gazetted 6 April 2017)

Claire Stevens: 827-18170

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

Canberra Health Services

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

Canberra Health Services, Canberra (PN. 23755) (Gazetted 31 January 2019)

ACT Health

Deborah Gray: 836-10807

From: Administrative Services Officer Class 2 \$55,189 - \$60,941

ACT Health

To: Administrative Services Officer Class 4 \$69,422 - \$75,169

ACT Health, Canberra (PN. 24288) (Gazetted 28 February 2019)

ACT Health Directorate

Emma Nikolic: 853-55176

From: Administrative Services Officer Class 6 \$83,135 - \$95,146

ACT Health

To: †Senior Officer Grade C \$104,630 - \$112,626

ACT Health, Canberra (PN. 24030) (Gazetted 7 February 2019)

ACT Health Directorate

Helen Skeat: 845-19335

From: Administrative Services Officer Class 6 \$83,135 - \$95,146

ACT Health

To: †Senior Officer Grade C \$104,630 - \$112,626

ACT Health, Canberra (PN. 16783) (Gazetted 7 February 2019)

ACT Health Directorate

Amanda Thies: 858-52404

From: Administrative Services Officer Class 4 \$69,422 - \$75,169

ACT Health

To: Administrative Services Officer Class 5 \$77,155 - \$81,668

ACT Health, Canberra (PN. 32582) (Gazetted 14 March 2019)

Naveen Wijemanne: 817-52545

From: Senior Officer (Technical) Grade B \$118,319 - \$133,197

Justice and Community Safety

To: †Senior Officer Grade A \$143,116

ACT Health, Canberra (PN. 29472) (Gazetted 14 March 2019)