



ACT Government Gazette

Gazetted Notices for the week beginning 28 January 2016

EXECUTIVE NOTICES

Education and Training Directorate

Contract Cessation

Stephen Gniel – Executive Director, Education Strategy (E718) – 26.01.2016

VACANCIES

Calvary Health Care ACT (Public)

Social Worker

Health Professional Level 2 \$83,445 - \$87,925, Canberra (PN: 6894)

Gazetted: 03 February 2016

Closing Date: 04 February 2016

Details: Full position details can be seen at Calvary Health Care (ACT)'s website: <https://calvary.mercury.com.au/>

Contact Officer: Julie Kulikowski (02) 6264 7300 julie.kulikowski@calvary-act.com.au

Pharmacist

Health Professional Level 2 \$83,445 - \$87,925, Canberra (PN: Various)

Gazetted: 03 February 2016

Closing Date: 14 February 2016

Details: Full position details can be seen at Calvary Health Care (ACT)'s website: <https://calvary.mercury.com.au/>

Contact Officer: Sarah Smith (02) 6201 6266 sarah.smith@calvary-act.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

Trade Skills and Vocational Learning

Electrical Trades

Electrical Trades Teacher

Teacher Level 1 \$67,439 - \$89,984, Canberra (PN: 51415)

Gazetted: 02 February 2016

Closing Date: 11 February 2016

Details: Under general direction from the Head of Department, a Teacher Level 1 will perform professional educational, administrative and training duties such as: Teaching delivery across all Units of Competency within the Certificate III Electrotechnology Electrician Trade as prescribed in the relevant enterprise agreement. Use flexible, innovative and blended learning tools to deliver educational programs that provide opportunities to achieve required outcomes. Develop and apply valid theory, learning resources and practical assessment tools in a range of training environments to meet the changing needs of various clients and commercial groups and administration duties, as required by the Apprenticeship System, User Choice and ASQA to ensure contractual obligations of a Registered Training Organisation are met. Obligations include training plan negotiations, enrolments, delivery, assessment and reporting progress to employers and funding agencies. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: New Teachers at Teacher Level 1.1 to Level 1.6 must hold or complete a Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) within twelve months of engagement. From 1 January 2016, no CIT teacher will be permitted to perform duties as a teacher unless they have successfully obtained at least one of the following skill sets: TAESS00007 Enterprise Trainer – Presenting Skill Set or its successor; or TAESS00008 Enterprise Trainer – Mentoring Skill Set or its successor; or TAESS00003 Enterprise Trainer and Assessor Skill Set or its successor. Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as TAE40110 or equivalent) and a Diploma of Vocational Education and Training (or equivalent). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or equivalent) and an Advanced Diploma in Adult Learning and Development (or equivalent). Industry Experience: All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Other: Holders of dual qualifications such as Certificate III in Electrotechnology Electrician and Certificate III in Air Conditioning and Refrigeration may also apply.

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

Contact Officer: Jo 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

Procurement and Capital Works

Health Infrastructure Program

Director, Health Infrastructure Procurement

Executive Level 1.3 \$218,514 - \$228,851 depending on current superannuation arrangements, Canberra (PN: E553)

Gazetted: 03 February 2016

Closing Date: 10 February 2016

Details: Chief Minister, Treasury and Economic Development Directorate is seeking Expressions of Interest for the position of Director, Health Infrastructure Procurement.

Reporting to the Executive Director, Procurement and Capital Works (PCW), the Director, Health Infrastructure Procurement is responsible for the procurement and delivery of health infrastructure projects and provision of complex advice on health infrastructure under the ACT Government's Health Infrastructure Program (HIP). The Director leads and manages a team of approximately 18 staff and is responsible for ensuring effective and efficient government procurement outcomes.

Expressions of Interest of no more than two pages, addressing the responsibilities, Executive Capabilities and position-specific criteria in the Position Description, should be forwarded with a current Curriculum Vitae and contact details of three referees to George Tomlins.

Selection may be based on application and referee reports only.

Remuneration: The position attracts a remuneration package ranging from \$218,514 to \$228,851, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$172,285.

Contract: The successful applicant will be engaged under a performance based contract for up to nine months.

Prospective applicants should be aware that individual contracts are tabled in the ACT Legislative Assembly.

Contact Officer: George Tomlins (02) 6207 8944 george.tomlins@act.gov.au

Asbestos Response Taskforce

Communications and Personal Support

Communications

Communications Manager

Senior Officer Grade C/Senior Officer Grade B \$96,073 - \$127,379, Canberra (PN: 34358)

Gazetted: 28 January 2016

Closing Date: 11 February 2016

Details: The Asbestos Response Taskforce is seeking expressions of interest for a dynamic, energetic, proactive media specialist for the role of Communications Manager at the Senior Officer Grade B or C level (dependent on experience). The Communications Manager will work collaboratively with other business units within the Asbestos Response Taskforce to provide strategic communications and issues management services and advice to the Taskforce. The successful applicant will have proven experience in communications, exceptional oral, written and interpersonal skills, and an interest in and understanding of community engagement. The Asbestos Response Taskforce promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. We encourage people with a disability, people from an Aboriginal or Torres Strait Islander background, young people and people from culturally diverse backgrounds to apply for this position.

Eligibility/Other Requirements: Candidates must not have any direct conflict of interest relating to loose fill asbestos insulation in ACT homes. Relevant tertiary qualifications are highly desirable.

Notes: This is a temporary position available until 30 December 2016 with the possibility of extension. This position will be filled at either the Senior Office Grade C or Senior Officer Grade B classification depending on the skills qualifications and experience of the successful applicant. Applicants should provide a written Expression of Interest of no more than two pages, current Curriculum Vitae and contact details for two referees. Applicants should show evidence of their skills and experience with consideration for the Duty Statement and Selection Criteria, however, there is no requirement to address each criterion individually. Selection may be based on application and referee reports only. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to -

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

Contact Officer: Catherine Russell (02) 6205 4793 catherine.russell@act.gov.au

Communications

Strategic Communications and Media

Senior Officer, Communications and Engagement

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 23905)

Gazetted: 03 February 2016

Closing Date: 17 February 2016

Details: We are seeking applications from motivated and innovative communications professionals to join the Strategic Communications and Media Unit within the Chief Minister, Treasury and Economic Development Directorate. In a fast paced, high energy environment, you will provide strategic communications advice and implementation for the directorate, executives and ministerial offices. You will also be responsible for coordination of media and issues management, digital communications and the design and implementation of community engagement programs.

Eligibility/Other Requirements: Relevant tertiary qualifications, and/or a minimum of three years experience as a Graded Journalist or in a similar Public Relations and Media Management role is essential.

Contact Officer: Fiona Dolan (02) 6207 1757 fiona.dolan@act.gov.au

Procurement and Capital Works

Goods and Services Procurement

Project Business Manager

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 11177)

Gazetted: 03 February 2016

Closing Date: 10 February 2016

Details: The Project Business Manager will be responsible for providing complex advice on a range of finance and administrative matters regarding procurement processes and designated contracts, monitoring overall performance of tenders, panels and other contracts to confirm that compliance and contractual obligations are adhered to; and conducting financial reviews in order to drive improvements and cost efficiencies for the project.

Eligibility/Other Requirements: Knowledge of procurement process would be desirable.

Note: This is a temporary position available for a period of two years. Selection may be based on written application only.

Contact Officer: Darran Quade (02) 6207 2240 darran.quade@act.gov.au

Asbestos Response Taskforce

Case Manager

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 34628)

Gazetted: 29 January 2016

Closing Date: 12 February 2016

Details: The Asbestos Response Taskforce is seeking expressions of interest for an enthusiastic person for the role of Case Manager at the Senior Officer Grade C level. The Case Managers work collaboratively with other business units within the Asbestos Response Taskforce to support engagement and education activities for affected homeowners and the broader ACT community in relation to the management of and eradication of loose fill asbestos insulation. The position will be required to provide and facilitate information and to identify and support client needs and where appropriate make referrals to specialist services. The Asbestos Response Taskforce promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. We encourage people with a disability, people from an Aboriginal or Torres Strait Islander background, young people and people from culturally diverse backgrounds to apply for this position.

Eligibility/Other Requirements: Candidates must not have any direct conflict of interest relating to loose fill asbestos insulation in ACT homes. A current driver's licence is required.

Note: This is a temporary position available until 30 June 2016 with the possibility of extension. Applicants should provide a written Expression of Interest of no more than two pages, current Curriculum Vitae and contact details for two referees. Applicants should show evidence of their skills and experience with consideration for the Duty Statement and Selection Criteria, however, there is no requirement to address each criterion individually.

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

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

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

Contact Officer: Emily Springett (02) 6207 9024 emily.springett@act.gov.au

Chief Minister

Access Canberra

Customer Coordination

Team Leader

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 18881, several)

Gazetted: 02 February 2016

Closing Date: 9 February 2016

Details: The Team Leader is primarily responsible, under limited direction, for leading a team of Customer Service Officers (CSOs) responsible for providing outstanding customer service and giving high priority to customer satisfaction. The team primarily deals with customers over the telephone, but may use email and fax. The team can consist of up to 16 members, most with a core business focus, with some team members handling specific or special lines of business. As an integral part of the Contact Centre Leadership Team, provide input into leadership team decisions and business planning; participate in the on call after hour's roster.

Eligibility/Other Requirements: Minimum of three years experience in customer contact operations.

Contact Officer: Janice Seymour (02) 6205 3900 janice.seymour@act.gov.au

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

Shared Services

Finance

Reporting Team

Accountant

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 07352, several)

Gazetted: 28 January 2016

Closing Date: 11 February 2016

Details: Applications are sought from suitably experienced Accountants to work within a Reporting Team of Shared Services Finance. The successful team members will be responsible for the provision of a wide range of

accounting services to several agencies; including the preparation of monthly and annual financial statements, GST and FBT returns. Excellent communication skills and a customer focus in the delivery of such accounting services are essential.

Eligibility/Other Requirements: An Accounting degree and progress towards a CPA qualification will be highly desirable.

Contact Officer: Lindsay Shaw (02) 6205 4625 lindsay.shaw@act.gov.au

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

Access Canberra

Community, Business, Transport Regulation

Background Screening

Senior Investigator

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 30754)

Gazetted: 03 February 2016

Closing Date: 10 February 2016

Details: The Compliance section of the Community, Business and Transport Regulation Division (CBT) comprises a number of sub-units responsible for ensuring legislative compliance relating to Consumer Protection, Regulatory Compliance (including but not limited to Liquor, Security, Working with Vulnerable People, Agents) and Background Screening. The Section achieves its objectives through a combination of background screening, inspections, education, compliance actions and enforcement. Under the broad direction of the Manager, Compliance; Plan and conduct proactive compliance activities; Conduct investigations, either individually, or as a team member, under various pieces of legislation administered by the Office; Deal appropriately with confidential and sensitive information; Participate in fostering an environment of working together across the various disciplines within Access Canberra; Establish effective working relationships with stakeholders, both internal and external; Perform the functions of an authorised Inspector in accordance with relevant legislation; Prepare correspondence, reports, and briefings under the supervision of a Senior Investigator and Manager; and maintain records, including those relating to team activities and outcomes, in accordance with the *Territory Records Act 2002*.

Contact Officer: Derise Cubin (02) 6205 3732 derise.cubin@act.gov.au

Shared Services

Strategic Human Resources and Corporate

Change and Communications

Project Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 35046)

Gazetted: 02 February 2016

Closing Date: 16 February 2016

Details: Shared Services Change and Communications is currently seeking a motivated Project Officer to join the team. In this role you will be required to assist in the development, implementation and promotion of change and communication activities within Shared Services.

Contact Officer: Joanna Lewis (02) 6205 7986 joanna.lewis@act.gov.au

Policy and Cabinet

Government Business Coordination

Assembly Coordination and Support Officer

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 33711)

Gazetted: 02 February 2016

Closing Date: 9 February 2016

Details: Chief Minister, Treasury and Economic Development are seeking a highly motivated Officer to join the Policy and Cabinet Division as Assembly Coordination and Support Officer. The successful applicant will have a sound understanding of the machinery of government and be able to deliver high quality work, with a focus on attention to detail, in a high pressure environment with minimal supervision.

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

Contact Officer: Pam Darville (02) 6205 0543 pam.darville@act.gov.au

Access Canberra

Governance and Support

Business and Development

Client Services Officer

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 05514)

Gazetted: 29 January 2016

Closing Date: 5 February 2016

Details: Under the general direction of Senior Manager, Business and Development: Provide professional and timely service. This includes effectively communicate recruitment policies and practices to Access Canberra managers and manage recruitment processes; Liaise with Shared Services and CMTEDD Corporate HR to ensure processes are effectively provided; Manage the temporary employment process for temporary contracts and temporary transfers including preparing and coordinating documentation; Coordinate induction of new staff members; Maintain internal information systems such as assume responsibility for correct data entry of employee related information to maintain personnel records that track employment history, promotions and transfers; Prepare workforce management reports in relation to temporary contracts, higher duties and leave. Provide administrative support within the Business and Development unit, including assist in managing projects and initiatives, including research, report preparation and administration; Review and update guidelines and forms; Reporting against relevant benchmarks; Maintain records including employee records and delegations; Provide general administrative support to the Senior Manager, including organising time, venue and facilities for meetings, filing and drafting correspondence; Provide quality assurance for all processes in relation to allocated work. Other duties as directed by the Manager, Business and Development, and the Director Projects, Governance and Support. Maintain records in accordance with the *Territory Records Act 2002*. This position does not involve direct supervision of personnel.

Eligibility/Other Requirements: Current driver's licence essential.

Contact Officer: Penny Bartram (02) 6205 2136 penelope.bartram@act.gov.au

Shared Services

Finance

Reporting Team

Assistant Accountant

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 10251, several)

Gazetted: 28 January 2016

Closing Date: 11 February 2016

Details: Applications are sought from suitably experienced Assistant Accountants to work within a Reporting Team of Shared Services Finance. The successful team members will be responsible for the provision of a wide range of services to several agencies; including the preparation of monthly and annual financial statements, reconciliations, the preparation of BAS and FBT returns, and the coordination of payment runs and salaries. Excellent communication skills and a customer focus in the delivery of such accounting services are essential.

Eligibility/Other Requirements: An Accounting degree and progress towards a CPA qualification will be highly desirable.

Contact Officer: Lindsay Shaw (02) 6205 4625 lindsay.shaw@act.gov.au

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

Asbestos Response Taskforce

Executive Assistant

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 35065)

Gazetted: 28 January 2016

Closing Date: 4 February 2016

Details: The Asbestos Response Taskforce is seeking Expressions of Interest from highly motivated individuals to provide Executive Assistant support to two Directors and effective and efficient back end administration support to the Taskforce. The position requires a person with high level organisational skills, effective communication and

interpersonal skills and the ability to multi-task in an evolving dynamic environment. The Asbestos Response Taskforce promotes a workplace that actively seeks to include, welcome and value unique contributions of all people. We encourage people with a disability, people from an Aboriginal or Torres Strait Islander background, young people and people from culturally diverse backgrounds to apply for this position.

Eligibility/Other Requirements: Candidates must not have any direct conflict of interest relating to loose fill asbestos insulation in ACT homes.

Notes: This is a temporary position available until 30 June 2016 with the possibility of extension. Applicants should provide a written Expression of Interest of no more than two pages, current Curriculum Vitae and contact details for two referees. Applicants should show evidence of their skills and experience with consideration for the Duty Statement and Selection Criteria, however, there is no requirement to address each criterion individually. Selection may be based on application and referee reports only.

Contact Officer: Helen Horsburgh (02) 6207 5470 helen.horsburgh@act.gov.au

Shared Services

Human Resources

Recruitment Services

Recruitment Officer

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 08246)

Gazetted: 29 January 2016

Closing Date: 12 February 2016

Details: The successful applicant will be responsible for assisting with the delivery of efficient and effective recruitment services for and on behalf of ACTPS Directorates. Duties include processing recruitment actions, preparing notices and correspondence, and interrogation and maintenance of data and information in the HR Systems.

Eligibility/Other Requirements: Shared Services is seeking applicants who have relevant experience working in a recruitment or human resources environment.

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

Applications must be sent to the Contact Officer.

Contact Officer: Julie Simpson (02) 6207 5805 julie.simpson@act.gov.au

Procurement and Capital Works

Goods and Services Procurement

Specialist Procurement Contract Manager

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 24284)

Gazetted: 02 February 2016

Closing Date: 9 February 2016

Details: The Specialist Procurement Contract Manager will be responsible for providing expert analysis and advice on a range of simple to complex procurement activities including tendering and contract management matters in relation to Property Services.

Eligibility/Other Requirements: Knowledge of procurement process would be highly desirable.

Note: This position is temporary available for a period of two years. Selection may be based on written application only.

Contact Officer: Darran Quade (02) 6207 2240 darran.quade@act.gov.au

ICT - Executive

Strategic Business and Programmes

Solutions Architecture

Solutions Architect

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 18687)

Gazetted: 03 February 2016

Closing Date: 17 February 2016

Details: The Solutions Architecture (SA) branch within the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) is seeking an experienced Solutions Architect to join the architecture team onsite at the

Health Directorate to deliver solution architecture services, assistance with larger enterprise architectural projects and development of solution architecture conceptual designs and patterns.

Eligibility/Other Requirements: Bachelor's degree in Business, Information Systems or related discipline, or equivalent and extensive related project experience is highly desirable.

Note: This is a temporary position available until 9 March 2017.

Contact Officer: Jonathan Owen (02) 6207 5969 jonathan.owen@act.gov.au

Shared Services

Finance

Reporting Team

Manager – TM1/CDM

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 11114)

Gazetted: 28 January 2016

Closing Date: 11 February 2016

Details: Applications are sought from an experienced Financial Accountant with demonstrated systems expertise in the administration of TM1 and CDM software applications, to work within a Reporting team of Shared Services Finance. The successful team member will lead the team in Whole of Government Business Engineering and Improvement in TM1 and Cognos Disclosure Management (CDM), and ensure excellence in service delivery for client agencies and ACT Government. Being able to collaborate with a variety of stakeholders and lead innovation are key attributes for this position.

Eligibility/Other Requirements: Completion of tertiary qualifications in Accounting or Finance is essential, and progress towards CPA is highly desirable. Knowledge and experience with TM1 Administration and development is essential.

Contact Officer: Ahalya Shakespeare (02) 6205 5474 ahalya.shakespeare@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

Office for Children, Youth and Family Support

Child and Youth Protection Services

Practice and Performance

Training and Development Specialist Project Officer

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: T00101)

Gazetted: 28 January 2016

Closing Date: 11 February 2016

Details: The Training and Development Specialist Project Officer role is responsible for the delivery of a cohesive and structured approach to the design, development and delivery of Child and Youth Protection Services (CYPS) operational training programs and projects. The position is responsible for delivering tools and information packages that embed organisation policy into practice. The role will provide strong leadership and implement improvement strategies to ensure CYPS has the capability to meet statutory obligations and deliver on our strategy of creating a continuum of care for our clients.

Eligibility/Other Requirements: Essential qualifications and experience: Relevant tertiary qualifications and/or experience in adult training and development. Experience in preparation and delivery of online and face to face training modules. Expertise in the use of ICT business systems and applications used to develop training modules. Desirable qualifications and experience: Relevant tertiary qualifications and experience in Project Management or related discipline. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Notes: This is a temporary position available for a period of 12 months. Applications are sought from interested and suitably experienced candidates. Applications should outline experience and abilities against the position description, and should include contact details of at least two references and current curriculum vitae. Selection may be based on written application only.

Contact Officer: Helen Pappas (02) 6205 9490 cypsrecruitment@act.gov.au

Cultural Facilities Corporation

Canberra Theatre Centre

Venue Hire and Operations

Administration Assistant

Administrative Services Officer Class 3 \$57,417 - \$61,793, Canberra (PN: 55311)

Gazetted: 01 February 2016

Closing Date: 11 February 2016

Details: We are looking for a highly motivated person to join the Operations and Venue Hire team in the position of Administrative Assistant. The Administrative Assistant undertakes a range of tasks in the implementation of both event-specific and Canberra Theatre Centre operational duties. There is a particular focus on assisting the Commercial Program Manager and the Data and Finance Coordinator with the financial and administrative management of the Operations and Venue Hire department. You will need to have: Demonstrated ability to work as part of a small team within an arts administration environment to achieve outstanding results. Experience in the management of accounts and invoices on behalf of a small organisation or team. (still invoices and receipts rent payments) High level organisational skills and a demonstrated ability to manage several projects simultaneously. Experience working to tight deadlines. Competent in Ungerboeck and ENTA and the suite of Microsoft office products. Excellent written and verbal communication skills.

Eligibility/Other Requirements: Experience in the performing arts industry and knowledge of theatre protocols is desirable.

Note: Applicants must provide a written statement addressing the selection criteria. Interviews may not be conducted for this position, recruitment may be based on applications and referee reports only. This is a three year temporary contract with the possibility of extension.

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

Director of Public Prosecutions

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

Prosecutor Grade 5 Senior Advocate

Prosecutor Grade 5 \$152,483 - \$161,670, Canberra (PN: 27933, several)

Gazetted: 02 February 2016

Closing Date: 18 February 2016

Details: The DPP is the independent prosecutions authority of and for the Territory and is seeking outstanding and highly motivated criminal lawyers with a high degree of advocacy and litigation management skills. The successful applicant will appear as counsel in complex litigation, including appeals, and give high level legal advice to the Director. Senior advocates also have a key role in mentoring and training junior prosecutors, and contributing to criminal justice issues.

Eligibility/Other Requirements: Applicants will either be admitted or eligible to practice as a Barrister and or Solicitor in the ACT. The successful applicant will be required to undergo a criminal record check.

Notes: An order of merit will be created for temporary or permanent positions which may occur over the next 12 months.

Contact Officer: Shane Drumgold (02) 6207 5399 shane.drumgold@act.gov.au

Education and Training

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

Deputy Director-General

Executive Level 3.7 \$311,284 - \$326,573 depending on current superannuation arrangements, Canberra (PN: E716)

Gazetted: 30 January 2016

Closing Date: 19 February 2016

Details: In this role you will work with the Director-General to provide strategic leadership for the ACT in school education and early childhood care and education. You will be responsible for providing high level advice to the Director-General and Minister in relation to the development and implementation of policies, program and procedures; promoting a strong and collaborative culture and enhancing strong links with key stakeholders and the broader community; and driving continuous improvement in the delivery of public education.

To be a strong contender you will have exceptional leadership, communication and organisational skills. You will have an impressive ability to quickly grasp complex issues, be a strategic thinker and be able to present solutions that are practical and responsive. You will be a visionary, astute and resilient leader with a passion for education. Selection documentation obtained by emailing admin@execintell.com.au quoting the reference number 497.

Further information available by contacting Tricia Searson or Karina Duffey on (02) 6232 2200.

Remuneration: The position attracts a remuneration package ranging from \$311,284 to \$326,573, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$254,804.

Contract: The successful applicant will be engaged under a performance based contract for up to five years.

Prospective applicants should be aware that individual contracts are tabled in the ACT Legislative Assembly.

Contact Officer: Tricia Searson or Karina Duffey (02) 6232 2200 admin@execintell.com.au

Deputy Director-General, Education Strategy

Executive Level 2.6 \$299,682 - \$314,419 depending on current superannuation arrangements, Canberra (PN: E718)

Gazetted: 30 January 2016

Closing Date: 19 February 2016

Details: In this role you will provide leadership for all aspects of the development and implementation of education policy and strategic programs to ensure educational outcomes improve for all Canberrans. You will play a significant role in achieving ACT actions, milestones and targets for national education reforms and for ensuring the effective operation of schools through the delivery of support for school improvement and accountability; curriculum and assessment; school leadership; and student engagement and well-being.

To be a strong contender you will have exceptional leadership, communication and organisational skills. You will have an impressive ability to quickly grasp complex issues, be a strategic thinker and be able to present solutions that are practical and responsive. You will be a visionary, astute and resilient leader with a passion for education. Selection documentation obtained by emailing admin@execintell.com.au quoting the reference number 498.

Further information available by contacting Tricia Searson or Karina Duffey on (02) 6232 2200.

Remuneration: The position attracts a remuneration package ranging from \$299,682 to \$314,419 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$245,620.

Contract: The successful applicant will be engaged under a performance based contract for up to five years.

Prospective applicants should be aware that individual contracts are tabled in the ACT Legislative Assembly.

Contact Officer: Tricia Searson or Karina Duffey (02) 6232 2200 admin@execintell.com.au

Organisational Integrity

Office of Deputy Director General

Executive Assistant

Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 14718)

Gazetted: 28 January 2016

Closing Date: 4 February 2016

Details: Office of Deputy Director General is seeking a highly suitable Executive Assistant. The successful applicant will undertake research and prepare briefs, correspondence and other documents relating to the work of the Organisational Integrity Division. This position also includes: Liaising with internal and external stakeholders on a range of complex and sensitive issues. Develop, implement and maintain processes that contribute to efficient and effective workplace practices including monitoring quality and timeliness of documents. The Executive Assistant will possess well developed communication and interpersonal skills including the ability to research, coordinate

the needs of diverse groups and deliver quality outcomes. Self management skills including the ability to demonstrate initiative, solve problems, handle competing priorities and work both individually and as part of a small team.

Eligibility/Other Requirements: Knowledge of Government functions is desirable.

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

Contact Officer: Emma Devine (02) 6205 9310 emma.devine@act.gov.au

Office for Schools

Belconnen Network

Kaleen Primary School

Classroom Teacher

Classroom Teacher \$59,790 - \$94,517, Canberra (PN: 18560)

Gazetted: 02 February 2016

Closing Date: 16 February 2016

Details: Kaleen Primary School is a P-6 School with approximately 619 students and will operate with 22 classes from K-6 and three Preschool sessions in 2016. We are seeking a highly motivated K-2 Primary Classroom Teacher to join our junior school team to teach a Year 1 class.

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

For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position available until 26 January 2017 with the possibility of extension.

Contact Officer: Sarah Milligan (02) 6205 5888 sarah.milligan@ed.act.edu.au

Office for Schools

Belconnen Network

Kaleen Primary School

Classroom Teacher

Classroom Teacher \$59,790 - \$94,517, Canberra (PN: 10255)

Gazetted: 02 February 2016

Closing Date: 16 February 2016

Details: Kaleen Primary School is a P-6 School with approximately 611 students and will operate with 22 classes from K-6 and three Preschool sessions in 2016. We are seeking a highly motivated K-2 Primary Classroom Teacher to join our junior school team to teach a year 2 accelerated learning class.

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

information on Working with Vulnerable People registration refer to

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

Note: This is a temporary position available until 26 January 2017 with the possibility of extension.

Contact Officer: Sarah Milligan (02) 6205 5888 sarah.milligan@ed.act.edu.au

Office for Schools

South/Weston Network

Yarralumla Primary School

Principal

School Leader A \$139,496 - \$167,497, Canberra (PN: 04140)

Gazetted: 29 January 2016

Closing Date: 12 February 2016

Details: Manage the school within legislative requirements and in accordance with system and school board policies. Provide professional leadership in all aspects of the school's operations and promote the overall

educational welfare of students. Yarralumla Primary School caters for preschool to year six with an emphasis on delivery of the Australian Curriculum through a bilingual English-Italian language approach. The school is also developing its capacity to deliver a primarily English Language Program.

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

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

Contact Officer: Stephen Gwilliam (02) 6205 7194 stephen.gwilliam@act.gov.au

Office for Schools

North/Gungahlin Network

Amaroo School

Principal

School Leader A \$139,496 - \$167,497, Canberra (PN: 01802)

Gazetted: 01 February 2016

Closing Date: 15 February 2016

Details: Manage the school within legislative requirements and in accordance with system and school board policies. Provide professional leadership in all aspects of the school's operations and promote the overall educational welfare of students.

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

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

Contact Officer: Kerrie Heath (02) 6205 5428 kerrie.heath@act.gov.au

Office for Schools

North/Gungahlin Network

North Ainslie Primary School

Deputy Principal

School Leader B \$127,012, Canberra (PN: 35313)

Gazetted: 01 February 2016

Closing Date: 15 February 2016

Details: Support the Principal to develop and achieve whole-school strategic goals and implement the school plan in conjunction with the school board. Assist the Principal to manage the human, financial and physical resources of the school to achieve optimal social and educational outcomes for all students.

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

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804. A strong background in International Baccalaureate (Primary Years Program) leadership and management of student welfare and challenging behaviours is required.

Contact Officer: Tania Collis (02) 6205 6533 tania.collis@ed.act.edu.au

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

Office for Schools

North/Gungahlin Network

Ngunnawal Primary School

Executive Teacher

School Leader C \$109,084, Canberra (PN: 02790)

Gazetted: 29 January 2016

Closing Date: 12 February 2016

Details: As a member of the executive team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Mandatory: A current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011*. For further information on Working with Vulnerable People registration refer to https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Contact Officer: Kristine Stewart (02) 6205 8182 kristine.stewart@ed.act.edu.au

Office for Schools

Tuggeranong Network

Calwell High School

Executive Teacher- Humanities

School Leader C \$109,084, Canberra (PN: 02685)

Gazetted: 29 January 2016

Closing Date: 12 February 2016

Details: As a member of the Executive Team, contribute to the development and achievement of whole-school strategic goals and the implementation of the school plan. Manage team and faculty resources to achieve optimal social and educational outcomes and ongoing support for all students.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Mandatory: A current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011*. For further information on Working with Vulnerable People registration refer to https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Contact Officer: Bruce McCourt (02) 6205 6833 bruce.mccourt@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.

Education Strategy

Learning and Teaching

Curriculum

School Leader C/Curriculum Executive Officer

School Leader C \$109,084, Canberra (PN: 02800)

Gazetted: 02 February 2016

Closing Date: 16 February 2016

Details: A leadership opportunity exists in the Learning and Teaching Branch for a highly motivated, dynamic School Leader. The Curriculum Executive Officer will be responsible for programs and initiatives that support the delivery of priorities outlined in the Directorate's Strategic Plan. It is expected that the successful applicant will have: demonstrated leadership capability and expertise/experience in the areas of: curriculum, assessment; and, improving student outcomes. Proven experience in the design, implementation and governance of programs and initiatives within tight timeframes and resourcing. Highly developed written and oral communication skills with ability to adapt to Directorate style guides and templates. Evidence of capacity to work effectively with multiple stakeholders across a range of contexts to achieve desired outcomes within a collaborative leadership team.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will

be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Contact Officer: Martin Hine (02) 6205 4685 martin.hine@act.gov.au

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

Environment and Planning

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

Sustainability and Climate Change

Sustainability and Government

Household Unit

Manager

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 11294)

Gazetted: 01 February 2016

Closing Date: 8 February 2016

Details: The Directorate is seeking a Program Manager to support delivery of the programs delivered by the Household Unit of Sustainability and Government team. The successful applicant will manage a team in the development and delivery of energy, water, waste and broader sustainability programs for the Household sector.

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

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

Environment

Environment Protection Policy

Environment Protection Policy Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 03861)

Gazetted: 29 January 2016

Closing Date: 12 February 2016

Details: The position will involve the development and review of policy and legislative proposals relating to environment protection and providing advice to Government/management on the environmental impacts of Government policy and legislation. Duties also include representing the business unit on environment protection policy and legislative matters and administrative tasks as required. Applicants will have strong research and analytical skills, high order oral and written communication skills and experience and understanding of policy and legislation development and review.

Eligibility/Other Requirements: Qualifications or experience in Environmental Science or related discipline would be an advantage.

Note: This is a temporary position available until 1 February 2017 with the possibility of extension and/or permanency from this process.

Contact Officer: Daniel Walters (02) 6207 6334 daniel.walters@act.gov.au

Sustainability and Climate Change

Sustainability and Government

Schools Unit

Project Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 21583)

Gazetted: 29 January 2016

Closing Date: 5 February 2016

Details: The Directorate is seeking a Project Officer to support delivery of the ActSmart schools program delivered by the Schools Unit of Sustainability and Government team. The successful applicant will work with schools across the ACT to deliver sustainability initiatives including water, waste, biodiversity, energy and curriculum to the Schools sector.

Eligibility/Other Requirements: Driver's licence. Ability to work on weekend or after hours as required.

Note: This is a temporary position available until 30 June 2016 with the possibility of extension until June 2020 pending the outcome of funding proposals.

Contact Officer: Jenny Dibley (02) 6207 6430 jenny.dibley@act.gov.au

Planning Delivery

Territory Plan

Senior Manager

Senior Officer Grade A \$131,412, Canberra (PN: 36612)

Gazetted: 28 January 2016

Closing Date: 4 February 2016

Details: An opportunity exists for an experienced and enthusiastic person to manage and lead the team responsible for the Territory Plan, the ACT Government's key land use planning and development management document. The successful applicant will manage all aspects of the Territory Plan team, represent the Directorate in regular discussions with industry and community representatives and seek innovative solutions to land use planning issues.

Note: Selection may be based on written application only.

Contact Officer: Jim Corrigan (02) 6207 3520 jim.corrigan@act.gov.au

Health

Selection documentation for the following positions may be downloaded from

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

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

Canberra Hospital and Health Services

Cancer, Ambulatory and Community Health Support

Cancer Nursing

Advanced Practice Nurse (APN)

Registered Nurse Level 3.1 \$96,756 - \$100,737, Canberra (PN: 36558)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: Applications are sought from suitably qualified registered nurse to fill a new permanent vacancy as a full-time Advanced Practice Nurse (APN) in the Haematology Outpatient Unit. The new and challenging position of APN will actively be engaged in consultation, coordination, support and educative practices with families, carers, clinical staff and other agencies in bleeding disorders/haemophilia.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Holds or is working towards post graduate nursing qualifications. Able to demonstrate current advanced clinical knowledge, skills and experience in the area haemophilia and other factor deficiencies. Holds current driver's licence.

Notes: Applications should include current curriculum vitae and the names and contact details for two professional referees. To complete your application you must prepare responses to the selection criteria as a document to be uploaded with your application.

The successful applicant may be required to be registered under *the Working with Vulnerable People (Background Checking) Act 2011*.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

ACT Government employees enjoy excellent employment conditions, more information is available at

<http://health.act.gov.au/employment/enterprise-agreements/>

Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Kathlene Robson 0431 887 463 kathlene.robson@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Adult Mental Health Services

Mental Health Nurse

Registered Nurse Level 3.1 \$96,756 - \$100,737, Canberra (PN: 26360)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: The City Mental Health team provides recovery-focused clinical services for mental health consumers in the ACT and is strongly focused on the provision of timely and effective interventions for our consumers. The successful applicant will be required to complete mental health assessments and work as a member of a multi disciplinary team, to provide assessment and clinical management of consumers with major mental illnesses. The applicant will demonstrate a recovery focus and be highly motivated to engage in consultation, support and educative practices with families, carers and other agencies. The position is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers and Consultant Psychiatrists. Eligibility/Other Requirements: Current Australian Health Practitioner Regulation Agency (AHPRA) registration. Tertiary qualifications in Mental Health Nursing and demonstrated mental health clinical skills desirable. Applicants must have a minimum of 12 months paid work experience in a related/relevant organisation/service. Current driver's licence.

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

The successful applicant may be required to be registered under *the Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application, which should include two referee reports (addressing the Criteria).

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Contact Officer: John Acs (02) 6205 1338 john.acs@act.gov.au

Population Health

Health Protection Service

Senior Policy Officer

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 29623)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: The Health Protection Service is seeking an experienced Senior Policy Officer for the Environmental Health Policy and Projects section. The position holder is responsible for the development of public and environmental health policies and programs. The position requires a person with demonstrated policy and/or legislation

development skills. The successful applicant will have high-level written and oral communication skills and an understanding of ministerial and Cabinet processes. Experience in public health activities will be an advantage. Notes: This is a temporary position available until 23 December 2016. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Contact Officer: Vojkan Stefanovic (02) 6205 1727 vojkan.stefanovic@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Alcohol and Drug Program

Manager, Counselling Team

Health Professional Level 4 \$96,073 - \$103,416, Canberra (PN: 27580)

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: The Alcohol and Drug Program has a permanent position for a Manager to manage a counselling team located in community settings. The Alcohol and Drug Program is a multidisciplinary service within the Division of Mental Health, Justice Health, Alcohol and Drug Services, providing a range of specialised services for people affected by alcohol and other drug use. This position will lead and manage a team of counsellors to provide a range of psychotherapeutic supports and services to the community in outpatient settings, including community health centres. This position will also work within a multidisciplinary team of health professionals to ensure appropriate and timely access to people affected by alcohol and other drugs. The successful applicant will be required to have extensive health service delivery experience along with highly developed management skills. Eligibility/Other Requirements: Previous clinical and management experience is essential.

Mandatory Qualifications:-

For Social Work:

Tertiary qualification in Social Work.

Eligibility for membership of the Australian Association of Social Workers.

For Psychology:

A minimum of a 4- or 5- year accredited tertiary sequence of study in Psychology followed by a one or two year Board approved internship (i.e. 4+2 or 5+1).

General Psychology registration with the Psychology Board of Australia (AHPRA).

Psychology Board of Australia approved Principal and Secondary supervisor for 4+2 Internship and 5+1 program.

For Counselling: Eligible qualification pathways.

Pathway 1

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

(i) Minimum three-year undergraduate Bachelor-level accredited degree in a health-related discipline (Psychology, Social Work, Occupational Therapy or other discipline considered relevant).

AND

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

OR

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

Pathway 2

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

AND

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

OR

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

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

Desirable: Preparedness to attain alcohol and other drug competencies as required by the Minimum Qualifications Strategy. Current driver's licence.

Notes: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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<http://health.act.gov.au/employment/enterprise-agreements/>

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Contact Officer: Jill Hughes (02) 6205 0947 jill.hughes@act.gov.au

Canberra Hospital and Health Services

Medicine

Medicine Units

Medical Education and Support Officer

Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 25144)

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: Applications are sought for an enthusiastic and professional individual to fill the Medicine Education Support Officer (MESO) position within the Division of Medicine. The MESO is required to manage the co-ordination and facilitation of the Junior Medical Officers within the Division of Medicine focusing on rostering, education and training programs. Applicants will need to be professional and have excellent communication, organisational and time management skills while adhering to ACT Health confidentiality policies and procedures. The applicant must have the ability to liaise effectively with staff at all levels.

Eligibility/Other Requirements: Possession of tertiary qualifications or equivalent in an education, health or related discipline is highly desirable.

Notes: This is a permanent part-time position at 29:24 hours per week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the selection criteria and upload this as part of your application. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits. ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>. Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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only 3 hours away by road. For more information on our great city and your future, visit:

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Contact Officer: Aimee Divorty (02) 6244 3659 aimee.divorty@act.gov.au

Strategy and Corporate

Deputy Director General Strategy and Corporate

Workplace Safety

Register Nurse

Registered Nurse Level 2 \$84,393 - \$89,447, Canberra (PN: 29519)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: Applications are sought from experienced and enthusiastic Registered Nurse's to fill a position within the Occupational Medicine Unit. The position involves actively liaising with ACT health care workers to ensure they meet the requirements for occupational, assessment, screening and vaccination against specified diseases to minimise the risk of transmission between health care workers and patients. The role also requires comprehensive management of health care workers following an occupational risk exposure to a potential blood borne virus.

Eligibility/Other Requirements: Be registered with the Australian Health Practitioner Regulation Agency (APHRA). A minimum of five years post registration experience including experience in adult immunisation. Holds or progressing towards professional development relevant to the position.

Desirable: Immunisation Certificate.

Note: This is a permanent full-time position and involves working weekdays within the Occupational Medicine Unit. Applicants should include current curriculum vitae and the names and contact details of two professional referees.

The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Contact Officer: Joyce Ho-Chinn (02) 6244 2321 joyce.ho-chinn@act.gov.au

Mental Health, Justice Health, Alcohol and Drug Services

Adult Mental Health Services

Woden Mental Health

Health Professional - Woden Mental Health Team

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 30638)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: Woden Mental Health is seeking an innovative and experienced Health Professional Level 3 to work with a Community Mental Health Team. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) is a contemporary evidence based service providing high quality mental health care that is guided by the Principles of Recovery. The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide high quality interventions and achieve sound outcomes for consumers under minimal supervision. It is also an expectation that you will contribute your expertise to the

multidisciplinary team, provide supervision to staff at Levels Health Professional 2 and 1 and support the Team Leader in change processes. You will be required to undertake quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements: Social Work: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work. Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy and registered with AHPRA, eligible for professional membership of Occupational Therapy Australia. Psychology: General Psychology registration with AHPRA. Current driver's licence.

Note: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the selection criteria and upload this as part of your application. Please submit a current copy of your curriculum vitae and two professional referee reports. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits. ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>. Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Kalvinder Bains (02) 6205 1488 kalvinder.bains@act.gov.au

Strategy and Corporate

General Practice

Academic Unit of General Practice

Health Research Officer

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 36553)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: An experienced Health Research Officer is being sought for a temporary 12 month position within the Academic Unit of General Practice, based at Canberra Hospital and working with staff from both ACT Health and the Australian National University.

Eligibility/Other Requirements: A degree, preferably in Health or Social Sciences, or an equivalent combination of relevant experience and/or Education and Training.

Notes: This is a temporary position available for a period of 12 months. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Selection may be based on written application only.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Contact Officer: Prof Kirsty Douglas (02) 6244 4947 kirsty.a.douglas@anu.edu.au

**Population Health
Health Improvement
Health Promotion and Grants
Project Officer**

Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 19617)

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: Health Promotion is looking for a motivated and enthusiastic individual to help deliver on our health promotion priorities. Health promotion focuses on population-level health improvement through interventions aimed at individuals, and at a community or societal level, including supportive public policies. Applicants with excellent skills in developing and managing partnerships with diverse stakeholders will be viewed favourably. This position will contribute to work on healthy ageing and workplace settings, and/or other priorities as they emerge. Eligibility/Other Requirements: Relevant tertiary qualification in the public health domain and demonstrable experience working as a project officer is highly desirable.

Notes: This is a temporary position available until 30 June 2016. Full-time is preferred. Suitable applicants may be placed on a merit list for future temporary and/or permanent positions at level in the Health Promotion Section. Selection may be based on written application and referee reports only.

The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>

Relocation allowance is available to assist with relocation of successful candidates to Canberra.

About our great city, Canberra, Australia's National Capital:

Canberra is a city with outstanding amenities and excellent housing, educational and leisure opportunities. It is home to national icons and monuments as well as natural treasures. The coast and ski fields are nearby; Sydney is only 3 hours away by road.

For more information on our great city and your future, visit: <http://www.canberrayourfuture.com.au/>

Contact Officer: Yvonne Poels (02) 6207 4439 yvonne.poels@act.gov.au

**Strategy and Corporate
People, Strategy and Services
Organisation Development
Administration and Course Coordinator**

Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 19426)

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: The Organisational Development Unit in ACT Health is responsible for a variety of organisational programs and initiatives spanning leadership, culture and wellbeing. This role is available at an exciting time when our team and the range of programs we offer are expanding. This position forms an integral part of our team and will help to ensure the efficient running of the unit. You will be responsible for coordinating the wide range of programs and offering general administrative support to the Senior Manager and broader team. The role requires a strong customer service focus and ability to be self directed. There will be a high volume of liaison with staff across ACT Health and with our external partners so communication and interpersonal skills need to be of a high level. The successful candidate will be people-focused, proactive and able to manage a range of priorities and programs. We are looking for someone with strong administration experience, excellent communication and interpersonal skills, and who is comfortable liaising with staff at all levels to deliver exceptional customer service. This is an exciting opportunity providing interesting and varied work in a friendly and supportive team environment. Our team is working to develop leaders, build teams, improve wellbeing, culture and performance and is thereby contributing to even better patient care and experience for the people of ACT and surrounding regions.

Notes: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

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Contact Officer: Rebecka Hore (02) 6205 4595 rebecka.hore@act.gov.au

Canberra Hospital and Health Services

Pathology

Calvary Laboratory

Medical Laboratory Scientist

Health Professional Level 2 \$59,085 - \$81,111, Canberra (PN: 29242)

Gazetted: 04 February 2016

Closing Date: 11 February 2016

Details: There is an exciting opportunity for a suitably qualified and experienced Medical Laboratory Scientist to join a small but friendly team at the Calvary Hospital Laboratory, a branch laboratory of ACT Pathology. Calvary Hospital provides a range of acute inpatient and day services, and the successful applicant will be required to perform a range of testing procedures in Haematology, Coagulation, Transfusion and Clinical Chemistry. As the laboratory operates a 24 hour, 7 days a week service the successful applicant will be required to participate in the out of hours rosters.

Eligibility/other requirements: An appropriate degree in applied Science or Medical Science or equivalent relevant qualifications.

Note: This is a temporary vacancy available from late March 2016 for a period of eight months with the possibility of extension. Applications must include: A written response to the Selection Criteria, Curriculum Vitae, and two written referee reports including one from a current manager or supervisor. This recruitment round may be used to fill future identical full-time and part-time temporary positions within the next 12 months.

The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

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Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Mary Brun (02) 6201 6701

Canberra Hospital and Health Services

Allied Health Adviser

Social Worker

Health Professional Level 1 \$55,410 - \$70,598, Canberra (PN: 16610, several)

Gazetted: 04 February 2016

Closing Date: 14 February 2016

Details: The ACT Government Health Directorate invites Social Workers who have graduated in 2015 or Jan/Feb 2016 to apply for a position in the 2016 Social Work New Graduate Year (SWNGY) Program. ACT Government Health Directorate offers a twelve month, structured program that provides orientation, supervision and support for Social Work Graduates to further develop their knowledge for Social Work practice in health. The professional development of the Social Work New Graduate is enhanced by a supportive learning culture, which includes:

- A comprehensive orientation program.
- Regular professional social work supervision.
- Working in a supportive social work team.
- Fully supervised workload.
- Structured time for professional development/mandatory training.
- Participation in the ACT Government Health Directorate Social Work New Graduate Network.
- Participation in the ACT Government Health Directorate Allied Health New Graduate Program.

Eligibility/Other Requirements: A Degree in Social Work with eligibility for membership of the Australian Association of Social Workers is essential. Current driver's licence.

Note: These are temporary positions available full-time, Monday to Friday (business hours), for a period of 12 months. The successful applicants must commence the SWNGY Program from Monday the 7 March 2016 until the program ends 3 March 2017. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Gesima Olney or Alison McDonald (02) 6174 7023 gesima.olney@act.gov.au

Population Health

Health Improvement

Health Promotions and Grants

Manager

Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 18643)

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: Health Promotion is looking for a motivated and enthusiastic individual to manage and lead teams engaged in delivering health promotion priorities. Health Promotion focuses on population-level health improvement through interventions aimed at individuals, and at a community or societal level, including supportive public policies. Applicants with excellent skills in strategic program planning and delivery, and developing and managing partnerships with diverse stakeholders will be viewed favourably. This position will contribute to work on healthy ageing, workplace settings, behaviour change communication strategies, and other priorities as they emerge.

Eligibility/Other Requirements: Relevant experience and/or tertiary qualifications in a health related discipline. High level strategic planning and human resource and project management skills and experience are desirable.

Notes: This is a temporary position available from April 2016 for at least seven months with possibility of extension. Full-time is preferred. Suitable applicants may be placed on a merit list for future temporary and/or permanent positions at level in the Health Improvement Branch. Selection may be based on written application and referee reports only.

The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

To complete your application you must prepare responses to the selection criteria and upload this as part of your application.

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>

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Contact Officer: Yvonne Poels (02) 6207 4439 yvonne.poels@act.gov.au

Justice and Community Safety

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

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

ACT Corrective Services

Custodial Operations

Corrections Psychological and Support Services

Senior Clinician/Assistant Manager

Senior Professional Officer Grade C \$96,073 - \$103,416, Canberra (PN: 14398)

Gazetted: 03 February 2016

Closing Date: 19 February 2016

Details: A career opportunity has arisen in ACT Corrective Services for a suitably qualified and highly motivated Senior Clinician/Assistant Manager with demonstrated clinical experience, personal integrity, and exceptional communication skills. Reporting directly to the Senior Manager, Corrections Psychological and Support Services (CPSS), you will assist with the management of daily operations of specific accommodation areas where detainees with complex needs are being housed (such as Crisis Support Unit, Management Unit and/or High Needs Cottage). You will also provide advice and direction in the management of detainees with complex needs as required by the agency and for external bodies. In addition, you will manage staff practice in providing acute care of detainees with complex needs, provide leadership and clinical/practical advice and support staff in specific accommodation areas. Further to this, you will manage, develop and review functions, procedures and protocols in specific accommodation areas, contribute and assist with the management of crisis/psychosocial support services and promote community and family involvement in the care of detainees affected by mental health. To be successful, you will be required to demonstrate exceptional communication and interpersonal skills in addition to strong leadership and management skills. You will also be able to demonstrate exceptional problem solving and strategic planning ability. To apply, applicants are required to submit five items: (1) ACT Government Application Cover Sheet; (2) statement addressing the selection criteria (maximum of one A4 page per criteria); (3) a current resume; (4) the names and contact details of two referees; and (5) a copy of their driver's licence. Please ensure you submit all five items. Ideally, one of the referees should be a current supervisor.

Eligibility/Other Requirements: Minimum four-year qualification in Psychology or Social Work or relevant mental health discipline is essential; Clinical or Psychological intervention experience is essential; experience within a forensic setting is desirable but not essential; Current driver's licence is essential; All eligible applicants will be subject to a Police Record Check; Eligible applicants will be required to maintain a current working with vulnerable

people check; Applicants may be required to undertake psychological aptitude testing as part of the assessment process; and Applicants must be prepared to work varied day hours, and some on call / weekend work on rotation. Notes: This position is located at the Alexander Maconochie Centre, Canberra ACT. The salary for this position is \$96,073 - \$103,416 per annum, plus 10% superannuation, four weeks annual leave and access to flextime. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804
Contact Officer: Ahu Kocak (02) 6207 7776 ahu.kocak@act.gov.au

ACT Emergency Services Agency

ACT Fire and Rescue

Firefighter

FB1 (FF 4th Class in Training) \$66,274, Canberra (PN: Several)

Gazetted: 01 February 2016

Closing Date: 15 February 2016

Details: ACT Fire and Rescue.

Applications for recruit fire fighting positions are now open.

ACT Fire and Rescue is seeking intelligent, fit and community minded women and men from all walks of life to join our professional fire fighting team.

For more information and to access the online application form go to www.esa.act.gov.au/actfr/careers/ or telephone Effective People PTY LTD on (02) 6162 3530. Applications close 10am AEDT, Monday 15 February 2016.

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

Contact Officer: Effective People Pty Ltd (02) 6162 3530 actfr@effectivepeople.com.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.

Territory and Municipal Services

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

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

Corporate and Business Enterprises Division

Capital Linen Service

Customer Relations Officer

Capital Linen Service Band 6 \$72,286 - \$75,288, Canberra (PN: 27372)

Gazetted: 01 February 2016

Closing Date: 15 February 2016

Details: Capital Linen Service (CLS) is seeking an appropriately experienced and enthusiastic person to permanently fill the Customer Relations Officer position. As a member of the customer service team, there is a strong focus on ensuring customer satisfaction through the successful management of customer requirements and negotiation with key stakeholders including CLS production and management teams. A key focus of the position is delivering customer service initiatives, marketing programs, securing business development opportunities and the day to day management of the customer service team with limited guidance. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply. Further details of the role are contained within the position description.

Eligibility/Other Requirements: A good understanding of the commercial laundry industry is desirable.

Contact Officer: Nicolaas Cilliers (02) 6213 3315 nicolaas.cilliers@act.gov.au

APPOINTMENTS

Chief Minister, Treasury and Economic Development

Information Technology Officer Class 1 \$61,793 - \$70,341

Jessica May Atkins 827-52926, Section 68(1), 2 February 2016

Administrative Services Officer Class 6 \$76,337 - \$87,366

Susannah Joy Bell 846-98492, Section 68(1), 27 January 2016

Administrative Services Officer Class 6 \$76,337 - \$87,366

Jasmine De Martin 846-98214, Section 68(1), 1 February 2016

Community Services

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)

Jennifer Reynolds 846-89238, Section 68(1), 1 February 2016

Education and Training

Administrative Services Officer Class 5 \$70,844 - \$74,989

Belle Thompson 843-38446, Section 68(1), 28 January 2016

School Assistant 4 \$58,540 - \$63,389

Joshua White 843-43907, Section 68(1), 20 January 2016

Health

Administrative Services Officer Class 5 \$70,844 - \$74,989

Jessica Bell 848-19776, Section 68(1), 28 January 2016

Senior Officer Grade B \$113,150 - \$127,379

Dagmar Ceramidas 846-98548, Section 68(1), 2 February 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Jamie Lee Dring 846-97772, Section 68(1), 1 February 2015

Dental Assistant - Qualified \$50,681 - \$59,258

Kaye Evans 843-89913, Section 68(1), 3 February 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Carol Freeman 847-05314, Section 68(1), 1 February 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Lucy Graham 847-05162, Section 68(1), 1 February 2016

Administrative Services Officer Class 2 \$50,676 - \$55,957

Deborah Gray 836-10807, Section 68(1), 28 January 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Ebony Hedley 844-34278, Section 68(1), 11 February 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Shannon Hoban 846-92437, Section 68(1), 1 February 2016

Senior Officer Grade C \$96,073 - \$103,416

Philip Richard Hull 847-04389, Section 68(1), 22 February 2016

Administrative Services Officer Class 2 \$50,676 - \$55,957

Louise Kael 845-21670, Section 68(1), 28 January 2016

Technical Officer Level 2 \$56,643 - \$64,862

Wesley Lam 842-88856, Section 68(1), 28 January 2016

Health Service Officer Level 4/5 \$47,776 - \$52,809

Mathew Lincoln 847-27759, Section 68(1), 1 February 2016

Health Professional Level 2 \$59,085 - \$81,111

Kellie McLaughlin 846-98257, Section 68(1), 1 February 2016

Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)

Charmaine Millar 846-98097, Section 68(1), 27 January 2016

Health Professional Level 2 \$59,085 - \$81,111

Monisha Murthy 848-19725, Section 68(1), 28 January 2016

Administrative Services Officer Class 4 \$63,744 - \$69,022

Matina Pavez 850-42524, Section 68(1), 27 January 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Athul Prasanna Chandran 834-45194, Section 68(1), 27 January 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Kavitha Vanchippurackal 845-01725, Section 68(1), 25 February 2016

Registered Nurse Level 1 \$60,772 - \$81,180

Heidi Welsh 846-96796, Section 68(1), 1 February 2016

Justice and Community Safety

Ambulance Paramedic \$67,561 - \$76,003 plus penalties

Daniel Bottcher 846-89385, Section 68(1), 1 February 2016

Administrative Services Officer Class 3 \$57,417 - \$61,793

Nicholas Cannon 844-84961, Section 68(1), 29 January 2016

Government Solicitor 3 \$133,074 - \$150,540

Bridget Larsen 847-05066, Section 68(1), 16 February 2016

Administrative Services Officer Class 4 \$63,744 - \$69,022

Joshua Benjamin Rae 847-04629, Section 68(1), 29 January 2016

Territory and Municipal Services

Park Ranger 2 \$63,744 - \$69,022

Liam Banyer 835-53814, Section 68(1), 28 January 2016

Park Ranger 2 \$63,744 - \$69,022

Brandon Galpin 835-95512, Section 68(1), 1 February 2016

Bus Operator - Training \$63,319

Joshua Ledger 846-89801, Section 68(1), 1 February 2016

Park Ranger 2 \$63,744 - \$69,022

Allan McLean 846-95574, Section 68(1), 1 February 2016

Professional Officer Class 1 \$53,897 - \$74,731

Maria Milbridge 846-97422, Section 68(1), 11 January 2016

Park Ranger 2 \$63,744 - \$69,022

Alison Mungoven 835-83458, Section 68(1), 1 February 2016

Technical Officer Level 3 \$66,127 - \$74,731

William Nguyen 846-85923, Section 68(1), 29 January 2016

Park Ranger 2 \$63,744 - \$69,022

James Overall 835-94763, Section 68(1), 1 February 2016

General Service Officer Level 7 \$56,643 - \$59,817

Robert Smith 836-07907, Section 68(1), 29 January 2016

Park Ranger 2 \$63,744 - \$69,022

Simon Stratford 846-97561, Section 68(1), 1 February 2016

TRANSFERS

Chief Minister, Treasury and Economic Development

Timothy Hough: 799-88882

From: Information Technology Officer Class 1 \$61,793 - \$70,341
Shared Services

To: Information Technology Officer Class 1 \$61,793 - \$70,341

Chief Minister, Treasury and Economic Development, Canberra (PN. 14425) (Gazetted 13 November 2015)

Territory and Municipal Services

Ellie Josephine Hedley: 835-87950

From: Administrative Services Officer Class 3 \$57,417 - \$61,793
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 3 \$57,417 - \$61,793

Territory and Municipal Services, Canberra (PN. 36465) (Gazetted 30 November 2015)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Economics and Financial Group
Economic and Financial Analysis
Conrad Asmus: 844-82210

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 14087)

Finance and Budget
Budget Management and Analysis
Gerald Banks: 844-82341

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 55793)

Access Canberra
Governance and Support
Megan Callaway: 844-82384

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 25149)

Shared Services
Partnership Services
Business Application and Support
Stephen Clarkson: 844-82261

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Information Technology Officer Post Graduate \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 05249) (Gazetted 1 January 2016)

Shared Services
Information and Communication Technology
Technology Services
Dougall de Totth: 844-82288

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Information Technology Officer Post Graduate \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 27581)

Shared Services
Finance
Sarah El-Zein: 844-82376

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 07191)

Arts, Business, Tourism, Events and Sports
Innovation Trade and Investment
Jarrod Emanuel: 844-82165

From: Graduate Administrative Assistant \$63,744 - \$65,699
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 36451)

Shared Services

Information and Communications Technology

Network and Communication Services

Davood Izadi: 844-82309

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Information Technology Officer Post Graduate \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 30998)

Corporate

Corporate Management

Mikaela Jessup: 844-82229

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 35902)

Policy and Cabinet

Strategic Policy and Cabinet

Christopher Kalatzis: 844-82173

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 36442)

Shared Services

Partnership Services Group

Business Application and Support

Sundeeep Kesavadas: 844-82296

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Information Technology Officer Post Graduate \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 09922)

Land Development and Corporate

Estate Development

Arden Law: 836-12204

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Infrastructure Officer 1 \$63,357 - \$74,860

Chief Minister, Treasury and Economic Development, Canberra (PN. 18793)

Finance and Budget

Infrastructure and Budget Management

Kelly Lokan: 844-82202

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 34510)

Procurement and Capital Works

Executive Support

Ana Maka: 827-59706

From: Administrative Services Officer Class 4 \$63,744 - \$69,022

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 01937) (Gazetted 26 November 2015)

Shared Services

Information and Communications Technology

Technology Services

Lachlan Matthew-Dickinson: 844-82245

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Information Technology Officer Post Graduate \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 117397)

Policy and Cabinet

Strategic Policy and Cabinet

Max Murdoch: 844-82237

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 36443)

Access Canberra

Office of the Deputy Director General

Linda Jayne Muscat: 820-81982

From: Senior Officer Grade C \$96,073 - \$103,416

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$113,150 - \$127,379

Chief Minister, Treasury and Economic Development, Canberra (PN. 36223) (Gazetted 5 January 2016)

Shared Services

Information and Communication Technology

Business Development

Nimalan Nandapalan: 844-82317

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Information Technology Officer Post Graduate \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 224869)

Governance

Public Sector Management Group

Jodie Su: 844-82181

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development, Canberra (PN. 31596)

Economics and Financial Group

Federal Financial Relations

David Ashley Vanderwolf: 836-12781

From: Administrative Services Officer Class 5 \$70,844 - \$74,989

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$76,337 - \$87,366

Chief Minister, Treasury and Economic Development, Canberra (PN. 55129) (Gazetted 4 January 2016)

Shared Services

Information and Communication Technology

Technology Services

Kanika Wadhwa: 844-82253

From: Graduate Administrative Assistant \$63,744 - \$65,699

Chief Minister, Treasury and Economic Development
To: Information Technology Officer Post Graduate \$70,844 - \$74,989
Chief Minister, Treasury and Economic Development, Canberra (PN. 14389)

Community Services

Child, Youth and Family Support
Early Intervention and Prevention Services
Child, Youth and Family Services
Hayley Jones: 844-82552

From: Graduate Administrative Assistant \$63,744 - \$65,699
Community Services
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Community Services, Canberra (PN. 23598)

Child, Youth and Family Support
Child and Youth Protection Services
Imogen Sutherland: 844-82587

From: Graduate Administrative Assistant \$63,744 - \$65,699
Community Services
To: Health Professional Level 2 \$59,085 - \$81,111
Community Services, Canberra (PN. 11411)

Service Strategy and Community Building
Service Reform and Governance
Regulation, Oversight and Quality Services
Justin Underwood: 844-82579

From: Graduate Administrative Assistant \$63,744 - \$65,699
Community Services
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Community Services, Canberra (PN. 36523)

Housing and Community Services
Social Housing and Homelessness Services
Sarah Margaret Wagener: 835-93138

From: Administrative Services Officer Class 5 \$70,844 - \$74,989
Community Services
To: Administrative Services Officer Class 6 \$76,337 - \$87,366
Community Services, Canberra (PN. 00041) (Gazetted 23 October 2015)

Housing and Community Services
Housing ACT
Housing Initiatives
Rebecca McIntyre: 844-82560

From: Graduate Administrative Assistant \$63,744 - \$65,699
Community Services
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Community Services, Canberra (PN: 26633)

Education and Training

Organisation Integrity
Planning and Performance
Planning and Reporting
Melissa Crennan: 844-82499

From: Graduate Administrative Assistant \$63,744 - \$65,699
Education and Training
To: †Graduate Administrative Assistant \$63,744 - \$65,699
Education and Training, Canberra (PN. 36530)

Education Strategy

Learning and Teaching

Teacher Policy and Practice

Henrietta Karmel: 844-82501

From: Graduate Administrative Assistant \$63,744 - \$65,699
Education and Training
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Education and Training, Canberra (PN. 36493)

Organisational Integrity

People and Performance

Director's Office

Annie Gisele Stephenson: 820-75806

From: Administrative Services Officer Class 4 \$63,744 - \$69,022
Education and Training
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Education and Training, Canberra (PN. 33470) (Gazetted 7 December 2015)

Organisation Integrity

Finance and Corporate Support

Financial Services

Chenglong Yin: 844-82544

From: Graduate Administrative Assistant \$63,744 - \$65,699
Education and Training
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Education and Training, Canberra (PN. 36517)

Environment and Planning

Environment

Nature Conservation Policy

Natural Environment

Bindu Johnson: 844-82595

From: Graduate Administrative Assistant \$63,744 - \$65,699
Environment and Planning
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Environment and Planning, Canberra (PN. 36258)

Strategic Planning

Planning

Goce Karanfilovski: 844-82616

From: Graduate Administrative Assistant \$63,744 - \$65,699
Environment and Planning
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Environment and Planning, Canberra (PN. 36362)

Government Services, Communications and Legislation Services

Legislation Services

Mitchell Woolfenden: 844-82608

From: Graduate Administrative Assistant \$63,744 - \$65,699
Environment and Planning

To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Environment and Planning, Canberra (PN. 18728)

Health

Canberra Hospital and Health Services

Deputy Director General Canberra Hospital and Health Services

Danielle Briones: 844-82464

From: Graduate Administrative Assistant \$63,744 - \$65,699
Health

To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Health, Canberra (PN. 22861)

Canberra Hospital and Health Services

Clinical Support Services

Nursing Administration

Jane Chaseling: 835-84231

From: Enrolled Nurse Level 1 \$55,118 - \$58,888
Health

To: Registered Nurse Level 1 \$60,772 - \$81,180
Health, Canberra (PN. 04507)

This is a promotion to a non advertised vacancy in line with Section I, Clause 72.1 of the Nursing and Midwifery Enterprise Agreement 2013-2017

Strategy and Corporate

People Strategy and Services

Employment Services

Navjeet Kalsi: 844-82456

From: Graduate Administrative Assistant \$63,744 - \$65,699
Health

To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Health, Canberra (PN. 29418)

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Business Support Mental Health

Cecilia Waugh: 844-82472

From: Graduate Administrative Assistant \$63,744 - \$65,699
Health

To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Health, Canberra (PN. 36597)

Justice and Community Safety

Legislation, Policy and Programs

Justice Planning and Safety Programs

Kevin Campbell: 844-82392

From: Graduate Administrative Assistant \$63,744 - \$65,699
Justice and Community Safety

To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Justice and Community Safety, Canberra (PN. 36187)

Security and Emergency Management

Hayden Hughes: 844-82640

From: Graduate Administrative Assistant \$63,744 - \$65,699

Justice and Community Safety
To: Administrative Services Officer Class 5 \$70,844 - \$74,989
Justice and Community Safety, Canberra (PN. 36424)

Corrective Services

Custodial Operations

Alexander Maconochie Centre

Kimberley Peisley: 844-82405

From: Graduate Administrative Assistant \$63,744 - \$65,699

Justice and Community Safety

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Justice and Community Safety, Canberra (PN. 36509)

Strategic Finance

James Zhai: 844-82413

From: Graduate Administrative Assistant \$63,744 - \$65,699

Justice and Community Safety

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Justice and Community Safety, Canberra (PN. 10712)

Territory and Municipal Services

Parks and Territory Services

Parks and Conservation Service

Community and Visitor Programs

Krystal Hurst: 846-83741

From: Graduate Administrative Assistant \$63,744 - \$65,699

Territory and Municipal Services

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Territory and Municipal Services, Canberra (PN. 16105)

Infrastructure Roads and Public Transport

Roads ACT

Road Maintenance Services

Sadaf Khan: 844-82448

From: Graduate Administrative Assistant \$63,744 - \$65,699

Territory and Municipal Services

To: Infrastructure Officer 1 \$63,357 - \$74,860

Territory and Municipal Services, Canberra (PN. 03138)

Parks and City Services

ACT Parks and Conservation Service

Luke McElhinney: 821-22246

From: General Service Officer Level 5/6 \$49,918 - \$54,936

Territory and Municipal Services

To: †Park Ranger 2 \$63,744 - \$69,022

Territory and Municipal Services, Canberra (PN. 13488) (Gazetted 9 July 2015)

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.

CORRIGENDA

Chief Minister, Treasury and Economic Development

Appointment

Jasmine De Martin 846-98214

Appointment date is 1 February 2016