



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 05 May 2016**

## EXECUTIVE NOTICES

### **ACT Audit Office:**

#### **Engagement**

Andrew Taylor – Director, Financial Audits (E212) Section 72 of the Public Sector Management Act 1994

### **Education Directorate:**

#### **Contract Cessation**

Stephen Gniel – Deputy Director-General (E307) – 26.01.2016

## VACANCIES

### **Calvary Public Hospital Bruce**

#### **Organisational Development Manager**

**Senior Officer Grade B \$114,847 - \$129,290, Canberra (PN: TBA)**

Gazetted: 10 May 2016

Closing Date: 19 May 2016

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

Contact Officer: Adele Chadwick (02) 6264 7239 [adele.chadwick@calvary-act.com.au](mailto:adele.chadwick@calvary-act.com.au)

#### **Integration and Application Support Officer**

**Information Technology Officer Level 2 \$77,482 - \$88,676, Canberra (PN: 7017)**

Gazetted: 10 May 2016

Closing Date: 16 May 2016

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

Contact Officer: Hakan Gultekin (02) 6201 6348 [hakan.gultekin@calvary-act.com.au](mailto:hakan.gultekin@calvary-act.com.au)

#### **Aboriginal Liaison Officer**

**Administrative Services Officer 3.1 \$58,278, Canberra (PN: TBA)**

Gazetted: 10 May 2016

Closing Date: 18 May 2016

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

Contact Officer: Sally Fitzgerald (02) 6264 7097 [sally.fitzgerald@calvary-act.com.au](mailto:sally.fitzgerald@calvary-act.com.au)

#### **Radiographer**

**Health Professional Level 3 \$83,445 - \$96,717, Canberra (PN: Various)**

Gazetted: 10 May 2016

Closing Date: 22 May 2016

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

Contact Officer: Hammam Hijazi (02) 6201 6141 [hammam.hijazi@calvary-act.com.au](mailto:hammam.hijazi@calvary-act.com.au)

#### **Staff Health Nurse**

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

Gazetted: 10 May 2016

Closing Date: 19 May 2016

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

Contact Officer: Sandra Roodt (02) 6201 6174 [sandra.roodt@calvary-act.com.au](mailto:sandra.roodt@calvary-act.com.au)

**Registered Nurse Level 2**

**Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 8419, 8528)**

Gazetted: 10 May 2016

Closing Date: 16 May 2016

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

Contact Officer: Fiona Carruthers (02) 6201 6892 fiona.carruthers@calvary-act.com.au

**Human Resource Manager**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 6852, several)**

Gazetted: 10 May 2016

Closing Date: 18 May 2016

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

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

**Clinical Coder**

**Clinical Coder \$61,195 - \$75,857, Canberra (PN: TBA)**

Gazetted: 11 May 2016

Closing Date: 16 May 2016

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

Contact Officer: Louise Edmonds (02) 6201 6281 louise.edmonds@calvary-act.com.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](mailto:jobs@act.gov.au)**

**Corporate**

**Corporate Management**

**Governance**

**Executive Support Business Manager**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 35255)**

Gazetted: 10 May 2016

Closing Date: 17 May 2016

Details: Executive Support, within the Governance team of Corporate Management, provides business support services to the ACT Executive, which consists of the seven ACT Government Ministers and their staff. The Business Manager role requires excellent liaison and engagement skills with demonstrated capacity to work with internal and external stakeholders at all levels, and to establish and maintain high quality and productive relationships. The role implements systems and work practices to support timeliness, high quality, and consistency, and liaises with technical specialists to inform support and management of budgeting, resource and personnel management practices and procedures.

Contact Officer: Chris Cole (02) 6207 5883 chris.cole@act.gov.au

**Access Canberra**

**Community, Business and Transport Regulation**

**Manager, Infringement Review**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 37000)**

Gazetted: 11 May 2016

Closing Date: 18 May 2016

Details: Under the limited direction of the Senior Manager:Lead teams responsible for the delivery of quality customer service in a regulatory environment regarding motor vehicle related infringement matters; Work with others in the Access Canberra team to continually review and improve business processes and client service delivery; Assess applications for withdrawals, extensions and disputes on a risk and harm basis to ensure we

deliver quality outcomes for clients and the community within the Road Transport legislation; Prepare complex correspondence including ministerials, briefs and internal reviews; Develop and review operating procedures; Maintain records in accordance with the *Territory Records Act 2002*.

Eligibility/Other Requirements: Knowledge of the Road Transport legislation.

Contact Officer: Brett Swale (02) 6207 7077 brett.swale@act.gov.au

**Access Canberra**

**Projects, Governance and Support**

**Project Office**

**Organisational Development Co-ordinator**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 36428, expected vacancy)**

Gazetted: 06 May 2016

Closing Date: 13 May 2016

Details: Access Canberra is seeking to engage a suitably capable and motivated individual to join the Project Office in Access Canberra to assist in the development and implementation of: - An overarching capability framework that identifies the core skills and capabilities required by Access Canberra staff in order to be effective in undertaking their roles and responsibilities. - A training strategy and plan that supports both the establishment of the desired organisational culture and approach to service delivery and regulation. - A register that identifies the types of training required to maintain and/or develop Access Canberra's required skills and competencies. - A coordinated training program that supports the strategic development of required organisational skills and capabilities to meet the anticipated future needs of the organisation.

Eligibility/Other Requirements: Tertiary or other qualifications associated with Organisational Development or training highly regarded.

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

Contact Officer: Jerome Freestone (02) 6207 7783 jerome.freestone@act.gov.au

**Arts, Business, Events, Sport and Tourism**

**Innovation, Trade and Investment**

**Training and Tertiary Education/Analytics and Policy Services**

**Policy Manager**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 32064)**

Gazetted: 05 May 2016

Closing Date: 19 May 2016

Details: The Training and Tertiary Education Branch is seeking a Policy Manager to lead the development and implementation of several key policies to ensure the efficient and effective implementation of several pieces of key policy change. The successful applicant will be able to conduct research, analysis and provide advice to senior staff on legislation, policy and practice issues relating to the development and implementation of Skills Reform projects. They will also have a detailed understanding of the vocational education and training (VET) systems, current reforms, relevant legislation and current issues, or the ability to quickly develop the understanding. The successful applicant will lead a small, highly skilled team to conduct research and provide high level strategic advice on the ACT and National VET Sector.

Eligibility/Other Requirements: Highly desirable: Experience working in a policy setting and/or tertiary qualifications in Economics, Public Policy or any other related field.

Note: This is a temporary position available to the 30 June 2017 with the possibility of extension.

Contact Officer: Patrick Bent (02) 6205 7052 patrick.bent@act.gov.au

**Access Canberra**

**Construction, Environment and Workplace Protection**

**WorkSafe ACT**

**Asbestos Inspector**

**ORS Inspector 6 \$77,482 - \$88,676, Canberra (PN: 35322, several)**

Gazetted: 10 May 2016

Closing Date: 17 May 2016

Details: Perform the functions of an authorised Inspector under relevant legislation as delegated. Conducting inspections of workplaces and providing advice in accordance with relevant legislation, including: Advising duty holders on requirements of the legislation and related technical issues including asbestos related matters; Ensuring understanding of and compliance by duty holders with legislation; Issuing enforcement notices to address breaches of work health and safety legislation; Preparing reports and briefs for prosecutions as required; and receiving and coordinating/drafting responses to incoming enquiries and complaints in accordance with procedures. Promoting health and safety awareness and practices within workplaces to help minimise work-related injuries and illness. Representing WorkSafe ACT at Events planning forums and conducting work health and safety audits prior to and during events Drafting reports, briefing notes, correspondence and other written material relating to major or more complex work health and safety issues. Participate in compliance activities and provide advice to ACT Business and Industry clients and stakeholders in accordance with relevant legislation. Liaising with industry, unions, employers, other Government Departments and work health and safety providers. Representing Access Canberra at forums within the ACT and interstate where required. Drafting and preparing guidance materials and articles on work health and safety issues. Contribute to the day-to-day operations in the Section. Contributing to the strategic direction of WorkSafe ACT and Access Canberra and the development of operational policy, procedures and practices to achieve best practice within the ACT. Contributing to the development and achievement of targets and objectives of the WorkSafe ACT Strategic/Business Plans and team work plans. Facilitating a culture of performance and continuous improvement within Access Canberra.

Contribute to efficient work practices and sound corporate governance. Positively participating in team meetings, planning and training activities to achieve corporate goals and targets. Contributing effectively to workplace diversity, participative practices and promotion of work health and safety principles. Maintaining records in accordance with the *Territory Records Act 2002*. Working cooperatively with managers and staff in WorkSafe ACT and Access Canberra more broadly Educate the community on their rights, safety provisions and how these provisions effectively apply to their everyday working life; Actively participating in the development and application of relevant WorkSafe ACT promotional and educational materials. Actively promote relevant WorkSafe ACT promotional and educational materials to industry. Present at training, workshops, road shows and other such appropriate activities. This position does not involve direct supervision of personnel.

Eligibility/Other Requirements: A Certificate IV level qualification in Government Inspection/Investigations/Work Health and Safety or related discipline, or progress towards such a qualification is desirable. A qualification or experience in the asbestos or construction industries is desirable. Current driver's licence is mandatory. Willingness to wear a uniform. Willingness to undertake competency based training relevant to performing the duties of this position. Willingness to undertake baseline medical testing if required. Participation in programmed after hour's compliance activities when required.

Note: These are temporary positions available for a period of two years with the possibility of extension.

Contact Officer: Matt Colman (02) 6207 6020 matt.colman@act.gov.au

## **Access Canberra**

### **Community, Business and Transport Regulation**

#### **Working with Vulnerable People**

##### **Assistant Manager Background Screening**

##### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 36975)**

Gazetted: 09 May 2016

Closing Date: 23 May 2016

Details: Under the general direction of the Manager: Assists in managing the delivery of high level client service, either at the counter, over the phone, or in writing; Monitors, manages and reports to the business unit Manager on workflow, including both quantity and quality of outputs; Perform administrative functions and provides support relating to complex transactions in accordance with relevant legislation, statutory responsibilities and delegations; Undertake responsibilities as the assistant manager of a business unit including the supervision, training and development of business unit staff; Maintain accurate records across a variety of databases and registers in accordance with the *Territory Records Act 2002*; Liaise with representatives of government, industry and members of the public in various contexts while fostering effective relationships with key stakeholders and representing the organisation in a professional manner; Contribute to workplace diversity and participative work practices, and promote WH&S principles.

Eligibility/Other Requirements: Knowledge and experience in the administration of Births, Deaths and Marriages, the Background Checking Scheme, and Promadis Business System is preferred but not mandatory. Current driver's licence. 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/1804Notes](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804Notes):

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

Contact Officer: Vesna Cvjeticanin (02) 6205 1694 vesna.cvjeticanin@act.gov.au

## **Access Canberra**

### **Community, Business and Transport Regulation**

#### **Transport Regulation**

##### **Manager, Infringements**

##### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 36998, several)**

Gazetted: 06 May 2016

Closing Date: 13 May 2016

Details: Under general direction of the relevant manager: Provide leadership in delivering high quality client service over the phone, counter and in writing regarding motor vehicle Infringement processes; Provide information and eligibility requirements for motor vehicle Infringement processes; Accept and assess applications for withdrawals, extensions, disputes and infringement notice management plans; Adjudicate images for traffic camera detected offences; Research and extract information from databases accurately and efficiently; Liaise with other Transport Regulation sections, Access Canberra and other stakeholders; Provide administrative support to senior staff members to ensure the objectives of the office are achieved; Supervise a team and provide staff training on processes and procedures, operation of on-line computer systems and office software; Manage the resolution of difficult or complex enquiries and complaints with tact and discretion; This position does involve direct supervision of personnel.

Note: Selection may be based on application and referee reports only. This position may be required to rotate through other infringement units within Transport Regulation.

Contact Officer: Brett Swale (02) 6207 7077 brett.swale@act.gov.au

## **Procurement and Capital Works**

### **Goods and Services**

#### **SMS program Management Office**

##### **Communications Adviser**

##### **Administrative Services Officer Class 6/Senior Officer Grade C \$77,482 - \$104,967, Canberra (PN: 02581)**

Gazetted: 05 May 2016

Closing Date: 19 May 2016

Details: An exciting opportunity exists for an accomplished and motivated communications adviser (at either Administrative Service Officer Level 6 or Senior Officer Grade C) to join the Smart Modern Strategic (SMS) Procurement Reform Program until 30 June 2018. Working with the Communications and Change Manager, the successful applicant will provide and implement operational, tactical and strategic communications to market the SMS Program and the Goods and Services Branch. They will be responsible for contributing to the development and implementation of the Program's communications program and change processes using new and traditional media.

Eligibility/Other Requirements: Tertiary qualifications in communications or marketing, as well as experience in government communications is desirable.

Notes: This is a temporary position available until 30 June 2018.

Contact Officer: Megan Bonny (02) 6207 5414 megan.bonny@act.gov.au

## **Treasury**

### **Shared Services**

#### **Finance and Payroll Services**

##### **Executive Assistant**

##### **Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 36977)**

Gazetted: 10 May 2016

Closing Date: 17 May 2016

Details: Shared Services is currently seeking an Executive Assistant to provide high level executive support to the Executive Director of Shared Services Finance and Payroll Services along with administrative and governance

support. The position requires strong communication and organisational skills. Previous experience in a similar role is highly desirable. Principle responsibilities include: Provide high level executive administrative and secretarial services to the Executive Director; Support the Executive Director in a range of activities including the preparation of agendas and papers required for meetings, the recording and distribution of minutes for meetings, etc; Facilitate and coordinate requests for information and the development and distribution of reports for and on behalf of the business units; Undertake a range of administrative support duties including but not limited to purchasing and maintenance of equipment, stationery and supplies; and Maintaining and acquitting records relating to ongoing expenses such as Cabcharge.

Notes: This is a temporary position available for up to 12 months.

Contact Officer: Michelle Caulfield (02) 6207 7613 michelle.caulfield@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](mailto:jobs@act.gov.au)**

#### **Witness Liaison Officer**

##### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 45021)**

Gazetted: 11 May 2016

Closing Date: 25 May 2016

Details: The role of the Witness Liaison Officer is to act as a bridge between vulnerable witnesses and their family members on the one hand, and prosecutors on the other. The role provides support and information to vulnerable witnesses to ensure they are able to understand, and fully participate in, court proceedings. Witness Liaison Officers will also liaise with other agencies to ensure that vulnerable witnesses receive the support they require and the information they need.

Eligibility/Other Requirements: The successful applicant will be required to undergo a Criminal History Check. 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Emma Flukes 62075399 emma.flukes@act.gov.au

### **Education**

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

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

#### **Organisational Integrity**

##### **Infrastructure and Capital Works**

##### **Director's Office**

##### **Office Manager**

##### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 36481)**

Gazetted: 10 May 2016

Closing Date: 24 May 2016

Details: The Infrastructure and Capital Works Branch is seeking an Office Manager to coordinate the Branch work activities, including oversight of work flows, finances and reporting. The successful applicant will work with Branch Managers and administrative staff in ensuring the efficient delivery of services. Strong financial management and writing skills will be required in the role.

Eligibility/Other Requirements: Desirable: Formal qualifications in financial management.

Contact Officer: John Wynants (02) 6207 6541 john.wynants@act.gov.au

#### **Office for Schools**

##### **Tuggeranong Network**

**Richardson Primary School**

**Classroom Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 06967)**

Gazetted: 10 May 2016

Closing Date: 24 May 2016

Details: We are looking for a dynamic educator to join our expert teaching team. We have a vacancy for a Classroom Teacher on one of our kindergarten classes. Knowledge of formative assessment and cooperative learning principles is desirable.

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

Notes: This is a temporary position available until 14 July 2017.

Contact Officer: Jason Borton (02) 6142 3630 [jason.borton@ed.act.edu.au](mailto:jason.borton@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**

**Amaroo School**

**Maths/PE Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 10392)**

Gazetted: 11 May 2016

Closing Date: 25 May 2016

Details: Amaroo School is seeking a 6-10 Mathematics/Physical Education Teacher. Experience in Google Apps for Education would also be highly valued in potential applicants.

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

Note: This is a temporary position available 1 August 2016 to 23 September 2016 with the possibility of extension.

Contact Officer: Claire Percival (02) 6142 1266 [claire.percival@ed.act.edu.au](mailto:claire.percival@ed.act.edu.au)

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

**Office for Schools**

**Belconnen Network**

**Giralang Primary School**

**Administrative Assistant**

**School Assistant 2 \$43,736 - \$48,298, Canberra (PN: 36945)**

Gazetted: 06 May 2016

Closing Date: 19 May 2016

Details: Giralang Primary School is seeking applications from suitable Administrative Assistant's. This position includes: Providing general administrative support such as preparing standard correspondence, data entry, records management, photocopying and secretariat support. Coordinating student reporting requirements and associated processes, twice a year, in accordance with relevant legislation/policy. Assisting in the planning, preparation and/or set up of school events including student excursions, open nights and parent teacher interviews and providing assistance in the operation of Information and Communication Technology (ICT) resources that support student learning e.g. Chromebooks and iPads.

Eligibility/Other Requirements: Desirable: Current First Aid qualifications. 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Note: This position is temporary at 31:15 hours per week until 26 January 2017 with the possibility of extension.

Contact Officer: Natalie Garrett (02) 6205 5866 [natalie.garrett@ed.act.edu.au](mailto:natalie.garrett@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**

**Gungahlin College**

**Principal**

**School Leader A \$141,588 - \$170,010, Canberra (PN: 19200)**

Gazetted: 06 May 2016

Closing Date: 20 May 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 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Judy Hamilton (02) 6205 7194 [judith.hamilton@act.gov.au](mailto:judith.hamilton@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.

**Office for Schools**

**Belconnen Network**

**Hawker College**

**Principal**

**School Leader A \$141,588 - \$170,010, Canberra (PN: 01677)**

Gazetted: 06 May 2016

Closing Date: 20 May 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 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Stephen Gwilliam (02) 6205 7194 [stephen.gwilliam@act.gov.au](mailto:stephen.gwilliam@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](mailto:jobs@act.gov.au)**

**Sustainability and Climate Change**

## **Sustainability and Government**

### **Household Unit**

#### **Technical Officer**

#### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 37011)**

Gazetted: 09 May 2016

Closing Date: 16 May 2016

Details: The Directorate is seeking a Technical Officer to deliver Household Energy Efficiency Services for the Actsmart Household program within the Sustainability and Government team. The successful applicant will work with households across the ACT to inform and educate them to achieve improved sustainability within their homes.

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

Note: This is a full-time temporary position available until 30 June 2018, with the possibility of extension.

Contact Officer: Kirilly Dickson (02) 6207 5669 [kirilly.dickson@act.gov.au](mailto:kirilly.dickson@act.gov.au)

## **Climate Change and Sustainability**

### **Carbon Neutral Government**

#### **Policy / Project Officer**

#### **Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 37008)**

Gazetted: 10 May 2016

Closing Date: 24 May 2016

Details: The Carbon Neutral Government Section is looking for an agile, collaborative and innovative Policy/Project Officer who is motivated to work within a fast paced environment. The successful applicant will assist in establishing the Project/Portfolio Management Office for the Carbon Neutral Government Framework including setting up new systems to track and monitor progress against milestones and targets. We are looking for someone with an understanding of project management, ideally across portfolios. They will need to have experience in data analysis and presentation. They should have high level organisational skills the ability to think strategically and be able to work to deadlines. They also need good written and verbal communication skills, to draft strategic and policy documents and reach out and engage key stakeholders. Ideally they will have an interest in climate change issues.

Note: It is anticipated interviews will be conducted on the morning of Friday 3 June 2016. This is a temporary position available for 12 months with the possibility of a further 12 month extension pending funding.

Contact Officer: Heather Cook (02) 6207 6537 [heather.cook@act.gov.au](mailto:heather.cook@act.gov.au)

## **Planning Delivery**

### **Development Assessment**

#### **Residential Team**

#### **Development Assessment Officer**

#### **Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 16477)**

Gazetted: 06 May 2016

Closing Date: 20 May 2016

Details: The Environment and Planning Directorate is looking for an enthusiastic person to be part of an effective and positive team responsible for development application advice and assessment under the *Planning and Development Act 2007*. The position involves interpreting planning legislation and following internal policies and procedures, providing development advice over the phone and counter, attending meetings, preparing development application assessments and recommendations on approval/refusal, being involved in administrative appeals when needed and responding to Ministerials. An understanding of, or willingness to learn about, the Crown leasehold system would also be an advantage. The officer will work to a senior officer in the team and is expected to contribute to a positive team culture, be flexible in responding to work requests and work well in a team. The successful candidate will have excellent customer service and written skills, and a sound understanding of public sector responsibilities.

Eligibility/Other Requirements: Qualifications, experience and/or undertaking a qualification in urban Planning, Architecture, Landscape Architecture, Urban Design or Law would be an advantage.

Contact Officer: Rumana Jamaly (02) 6207 1830 [rumana.jamaly@act.gov.au](mailto:rumana.jamaly@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>**

### **Strategy and Corporate Information Technology Chief Information Officer**

**Executive Level 2.4 \$245,200 - \$256,966 depending on current superannuation arrangements, Canberra (PN: E856)**

Gazetted: 11 May 2016

Closing Date: 27 May 2016

Details: The Information Technology Branch is responsible for the: Implementation and support of ACT Health's Information Technology (IT) Strategic Plan; Management and support of ACT Health's clinical records across acute, primary and community based services and coordination of ICT projects; Management of the relationship with ACT Health's ICT vendors; Financial reporting on ACT Health's use of ICT; Development, implementation and maintenance of ICT policies and procedures; and Ensuring ACT Health's information security.

Under the general guidance and direction of the Director-General, the Chief Information Officer (CIO) will provide high-level leadership and advice on policies, planning, developing and implementing innovative strategies in relation to information and communication technology (ICT), and initiatives health information clinical records management in ACT Health.

For further information and how to apply please contact Christine O'Donnell on (02) 9900 0104 or [codonnell@hardygroupintl.com](mailto:codonnell@hardygroupintl.com).

Remuneration: The position attracts a remuneration package ranging from \$245,200 - \$256,966, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$196,091. ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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: Christine O'Donnell, Hardy Group International (02) 9900 0104 [codonnell@hardygroupintl.com](mailto:codonnell@hardygroupintl.com)

### **Quality, Governance and Risk**

#### **Deputy Director-General, Quality, Governance and Risk**

**2.6 \$299,682 - \$314,419 depending on current superannuation arrangements, Canberra (PN: E857)**

Gazetted: 11 May 2016

Closing Date: 27 May 2016

Details: The Quality, Governance and Risk Division is a new Division focusing on the importance of quality and risk across ACT Health and the synergies that exist to provide continuous improvement and management of opportunities and threats within a dynamic health environment. The Deputy Director-General will lead and oversee the development of organisational policy, processes and initiatives regarding safety and quality in the ACT Health service delivery context, and public sector requirements around risk and compliance.

The Deputy Director-General will act in an autonomous manner, advocate for safety and quality at all times and provide high-level advice and support, ensuring difficult decisions are made sensibly despite conflicting objectives and diverse stakeholder needs. ACT Health is seeking an experienced leader skilled in leading a quality, governance and risk management team. Proven leadership at senior executive level leading and extensive knowledge of safety and quality issues and implementation experience in a health context, and best practice and contemporary management expertise are essential. Detailed understanding of financial risk management, strategic direction-setting and the challenges facing modern healthcare service delivery is also essential to be successful in this role.

For further information and how to apply please contact Christine O'Donnell on (02) 9900 0104 or [codonnell@hardygroupintl.com](mailto:codonnell@hardygroupintl.com).

Remuneration: The position attracts a remuneration package ranging from \$299,682 - \$314,419, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$245,620. ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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: Christine O'Donnell, Hardy Group International (02) 9900 0104 [codonnell@hardygroupintl.com](mailto:codonnell@hardygroupintl.com)

**Strategy and Corporate**

**People and Culture**

**Executive Director, People and Culture**

**Executive Level 2.4 \$245,200 - \$256,966 depending on current superannuation arrangements, Canberra (PN: E858)**

Gazetted: 11 May 2016

Closing Date: 27 May 2016

Details: The People and Culture Branch of ACT Health is required to provide strategic leadership and implement human resource strategies which support the achievement of the objectives of ACT Health and deliver the best services to meet the needs of the ACT community. ACT Health is revising the way it is organised and operated and the People and Culture Branch will play a significant role in the development of a model health workforce in a world leading health service. To achieve this ACT Health is seeking a forward thinking, progressive Executive Director, People and Culture to lead the development and implementation of contemporary workforce strategy to support the organisations objective of becoming a leading health service. The ability to develop the People and Culture team to support the overall cultural change required across the organisation, is critical. This role plays a crucial role in supporting the overall change agenda of the organisation as a whole.

For further information and how to apply please contact Liz Hlipala on 0401 122 301 or [lhlipala@hardygroupintl.com](mailto:lhlipala@hardygroupintl.com).

Remuneration: The position attracts a remuneration package ranging from \$245,200 - \$256,966, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$196,091. ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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: Liz Hlipala, Hardy Group International 0401 122 301 [lhlipala@hardygroupintl.com](mailto:lhlipala@hardygroupintl.com)

**Strategy and Corporate**

**Performance Information**

**Executive Director, Performance Information**

**Executive Level 2.4 \$245,200 - \$256,966 depending on current superannuation arrangements, Canberra (PN: E859)**

Gazetted: 11 May 2016

Closing Date: 27 May 2016

Details: The Performance Information Branch of ACT Health is required to provide strategic leadership to the development of a systematic approach to the redesign of health services across ACT, including the National Access Program, development and preservation of a Performance Reporting Framework, data management and health economics activities. ACT Health is revising the way it is organised and operated and the Performance Information Branch will play a significant role in providing data systems, data and analysis to support this change. ACT Health is therefore seeking a forward thinking, progressive Executive Director, Performance Information who can develop robust, technically cutting edge data systems to support the organisations objective of becoming a leading health service. The ability to take clinicians and executive management on a journey and inspire confidence in the integrity and quality of the data is paramount.

For further information and how to apply please contact Liz Hlipala on 0401 122 301 or [lhlipala@hardygroupintl.com](mailto:lhlipala@hardygroupintl.com).

Remuneration: The position attracts a remuneration package ranging from \$245,200 - \$256,966, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$196,091. Note ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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: Liz Hlipala, Hardy Group International 0401 122 301 [lhlipala@hardygroupintl.com](mailto:lhlipala@hardygroupintl.com)

**Strategy and Corporate**

**E-Health and Clinical Records**

**Project Officer**

**Registered Nurse Level 3.1 \$98,207 - \$102,249, Canberra (PN: 35390)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: ACT Government Health Directorate is currently implementing a range of e-health initiatives aimed to facilitate a safe, high quality, secure e-Health systems that ensure the right information is available to the right person at the right time, regardless of their location. The Project Officer will assist in the planning and implementation activities for the electronic Early Recognition of Deteriorating Patient project. They will provide support by managing project timelines, stakeholder engagement and project implementation, assisting in testing and training and providing clinical subject matter expertise. As part of a team, reporting to the Program Manager of Clinical Systems, the Project Officer will perform project team duties relevant to Clinical IT System projects in the Information, Communication and Technology Branch.

Eligibility/Other Requirements: Be registered as a Registered Nurse with the Australian Health Practitioner Regulation Agency (APHRA). Previous experience of project implementation within a clinical setting, experience in data analysis and ICT systems used within a healthcare setting desirable. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This is a full-time temporary position available for six months with the possibility of an additional six month extension. Applicants are to address the selection criteria, provide a resume and two referees. Selection may be based on application and one referee report only.

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

ACT Health 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, or People with Disability, to apply for all positions.

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.

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

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Contact Officer: Renee Schofield (02) 6205 9069 [renee.schofield@act.gov.au](mailto:renee.schofield@act.gov.au)

**Canberra Hospital and Health Services**

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

**Child and Adolescent Mental Health**

**Clinical Team Leader (CAMHS)**

**Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 24304)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: The Child and Adolescent Mental Health Service (CAMHS) has a vacancy for a part-time Clinical Team Leader of the South CAMHS Community Team. CAMHS provides contemporary mental health services for children and adolescents who present with moderate to severe mental health presentations. CAMHS provides evidence-based assessment and interventions with a recovery focus. The successful applicant will be required to have extensive mental health service delivery experience along with highly developed management skills.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Psychology, Social Work or Occupational Therapy with current unconditional ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation. Current driver's licence.

Note: This is a part-time position at 29:24 hours per week. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application. ACT Health 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, or People with Disability, to apply for all positions. 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/>

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Contact Officer: Catherine Furner (02) 6205 1756 [catherine.furner@act.gov.au](mailto:catherine.furner@act.gov.au)

### **Canberra Hospital and Health Services**

#### **Allied Health Adviser**

#### **Clinical Measurement Sciences Clinical Educator**

#### **Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 28558)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: An exciting opportunity exists to fill the permanent position of Clinical Educator in Clinical Measurement Sciences and to join a small, dedicated, allied health clinical education team. The Clinical Measurement Sciences (CMS) in ACT Health include the cardiac sciences, neurophysiology science, respiratory science, and sleep science. The CMS Clinical Educator position aims to help support the educational needs of staff in CMS areas and facilitate and support regular student placements to address current workforce issues. Other functions will include the support of inter professional education and supervision programs, and assistance with clinical education promotional activities of the Allied Health Clinical Education Unit. The position is full-time however applicants wishing to work part-time (minimum of three days a week) will be considered. This exciting role requires someone who is dynamic and has a passion for clinical education for both staff and students, has excellent interpersonal and communication skills, well developed organisational skills, with sound clinical knowledge and education experience.

Eligibility/Other Requirements: Mandatory: A Bachelor degree in a relevant Clinical Measurement Sciences field or an equivalent Science degree with a strong Clinical Physiology component.

Desirable: Tertiary qualification in a relevant education field or Certificate IV Workplace Training and Assessment, or willing to work towards relevant education qualifications.

Notes: Please note prior to commencement successful candidates will be required to: undergo a pre-employment Police check. 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: Jennie Yaxley (02) 6174 7959 [jennie.yaxley@act.gov.au](mailto:jennie.yaxley@act.gov.au)

**Canberra Hospital and Health Services**  
**Mental Health, Justice Health and Alcohol and Drug**  
**Adult Community Health**  
**Team Leader, Mobile Intensive Treatment Team - North**  
**Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 18392)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: Adult Community Mental Health Teams are contemporary evidence-based services providing high quality community based mental health care that is guided by the principles of Recovery. The services aim to provide collaborative care involving the consumer, their carers and other key services. As Team Leader of Mobile Intensive Treatment Team (MITT), you will be responsible for supporting the key strategic directions of the service, promoting change and contributing to service development. In collaboration with medical staff, you will support the provision of evidence-based clinical interventions within standardised clinical processes. You will report against key performance indicators and promote a learning environment for the team premised on utilisation of Learning and Achievement Plans. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. The position is supported by a cohesive multi-disciplinary team of health professionals and other support staff.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy, Psychology or Social Work with current unconditional Australian Health Practitioner Regulation Agency (AHPRA) registration where applicable and/or eligibility for membership of the appropriate professional organisation. Strong understanding of adult community mental health services.

Current driver's licence. Please note prior to commencement successful candidates will be required to: have current registration issued under the *ACT Working With Vulnerable People Act 2011*; and undergo a pre-employment Police check.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

ACT Health 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, or People with Disability, to apply for all positions.

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

ACT Health is a smoke free environment, across all buildings, grounds and vehicles.

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

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, 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.

Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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<http://www.canberrayourfuture.com.au/>

Contact Officer: Bruno Aloisi (02) 6205 8559 [bruno.aloisi@act.gov.au](mailto:bruno.aloisi@act.gov.au)

**Strategy and Corporate**  
**E-Health and Clinical Records**  
**E-Health**  
**Test Manager, Clinical Systems Program**  
**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 36916)**  
Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: An exciting opportunity exists within the Clinical Systems Program with ACT Health for an experienced Test Manager. As the Test Manager you will be responsible for managing testing for the Clinical Systems program. This includes developing the testing strategy, managing the testing timelines, managing testing defects and issues, managing the use of testing tools, managing vendor's delivery of defect fixes and application build. This position will provide an excellent opportunity for the successful candidate to increase their skills and knowledge in a project environment.

Eligibility/Other Requirements: Experience working in a Health environment would be an advantage, but is not essential.

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.

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Contact Officer: Melissa Saint (02) 6205 8304 melissa.saint@act.gov.au

### **Canberra Hospital and Health Services**

#### **Deputy Director General Canberra Hospital and Health Services**

##### **SNAP Assessment Officer**

**Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 17856)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: This is an exciting opportunity to work within a multi-disciplinary team environment and be responsible for the identification of patients in sub-acute and non-acute care types, and for undertaking comprehensive assessments for those patients, including Resource Utilisation Group Activities of Daily Living (RUG-ADL), Functional Independence Measure (FIM), Standardised Mini-Mental State Examinations, Palliative Care Phase identification and Health of the Nation Outcome Scales (HoNOS65+). Applications are sought from Registered Nurses with a background in Acute Hospital nursing who are interested in working in this field. Options for full or part time work will be considered within the existing workload environment. Subacute services play an integral part within the health care continuum, supporting patients to maximise their independence and capabilities and, in doing so, minimise long-term health and community care needs. Sub-acute care focuses on care delivered from a multidisciplinary approach and as such promotes communication and facilitates consistent pathways from acute care to discharge.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or relevant full membership of the appropriate professional organization.

Highly Desirable: Holds accreditation or trained in recognised clinical assessment tools such as Functional Independence Measure (FIM), Health of the Nation Outcome Scales (HoNOS65+), Resource Utilisation Group Activities of Daily Living (RUG-ADL), Standardised Mini-Mental State Examination (SMMSE), Palliative Care Phases.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

ACT Health 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, or People with Disability, to apply for all positions.

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



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ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, 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.

Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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Contact Officer: Lesley Dickens (02) 6244 3075 [lesley.dickens@act.gov.au](mailto:lesley.dickens@act.gov.au)

## **Canberra Hospital and Health Services**

### **Medicine**

#### **Clinical**

#### **Registered Nurse Ward 6A**

#### **Registered Nurse Level 2 \$85,659 - \$90,789, Canberra (PN: 17210, several)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: Interest is being sought for Registered Nurses to fill dynamic and rewarding positions within ward 6A.

Ward 6A is an acute medical area that offers challenges and opportunity. The clinical unit provides a supportive, nurturing and learning environment to enable RN's to deliver high quality care to acutely unwell endocrine, cardiac, respiratory and rheumatology patients. We value and encourage innovation. If you are motivated, able to demonstrate well-developed interpersonal skills and have an ability to work collaboratively with a multidisciplinary team, this is an opportunity not to be missed. Successful applicants will be expected to work a rotating roster.

Eligibility/Other Requirements: Registered or eligible for registration as a Registered Nurse/Midwife with the Australian Health Practitioners Regulation Agency (AHPRA). A Registered Nurse or Midwife with a minimum of three years full-time equivalent (FTE) post registration experience in the relevant field, or a registered nurse or midwife who holds a post-basic qualification eligible for recognition through remuneration of a qualification allowance, and 12 months FTE experience in the relevant field is highly desirable.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

ACT Health 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, or People with Disability, to apply for all positions.

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

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ACT Government employees enjoy excellent employment conditions. More Information is available at:

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

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, 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: Tracey Duggan (02) 6244 2731

**Canberra Hospital and Health Services**

**Deputy Director General - Canberra Hospital and Health Services**

**Canberra Hospital and Health Services Data**

**SNAP Assessment Officer**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 12206, several)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: This is an exciting opportunity to work within a multi-disciplinary team environment and be responsible for the identification of patients in sub-acute and non-acute care types, and for undertaking comprehensive assessments for those patients, including Resource Utilisation Group Activities of Daily Living (RUG-ADL), Functional Independence Measure (FIM), Standardised Mini-Mental State Examinations, Palliative Care Phase identification and Health of the Nation Outcome Scales (HoNOS65+). Applications are sought from individuals from an Allied Health Professional discipline who are interested in working in this field. Options for full or part-time work will be considered within the existing workload environment. Subacute services play an integral part within the health care continuum, supporting patients to maximise their independence and capabilities and, in doing so, minimise long-term health and community care needs. Sub-acute care focuses on care delivered from a multidisciplinary approach and as such promotes communication and facilitates consistent pathways from acute care to discharge.

Eligibility/Other Requirements: Registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or relevant full membership of the appropriate professional organization. Highly desirable: Holds accreditation or trained in recognised clinical assessment tools such as Functional Independence Measure (FIM), Health of the Nation Outcome Scales (HoNOS65+), Resource Utilisation Group Activities of Daily Living (RUG-ADL), Standardised Mini-Mental State Examination (SMMSE), Palliative Care Phases.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application. ACT Health 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, or People with Disability, to apply for all positions. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. ACT Health is a smoke free environment, across all buildings, grounds and vehicles. ACT Government employees enjoy excellent employment conditions. More Information is available at: <http://health.act.gov.au/employment/enterprise-agreements/>. ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, 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. Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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Contact Officer: Lesley Dickens (02) 6244 3075 [lesley.dickens@act.gov.au](mailto:lesley.dickens@act.gov.au)

**Strategy and Corporate**

**E-Health and Clinical Records**

**Recurring Supplies and Maintenance**

**Project Officer**

**Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 28935)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: ACT Government Health Directorate is currently implementing a range of e-health initiatives aimed to facilitate a safe, high quality, secure e-Health systems that ensure the right information is available to the right person at the right time, regardless of their location. The Project officer will assist in the planning and implementation activities across the Clinical Systems Projects. They will provide support by managing project timelines, stakeholder engagement and project implementation, preparing correspondence and delivering objectives. As part of a team, reporting to the Program Manager of Clinical Systems, the Project Officer will

perform project team duties relevant to Clinical IT System projects in the Information, Communication and Technology Branch.

Eligibility/Other Requirements: Please note prior to commencement successful candidates will be required to: undergo a pre-employment Police check.

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

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

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

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Contact Officer: Sandra Cook (02) 6205 1451 [sandra.cook@act.gov.au](mailto:sandra.cook@act.gov.au)

## **Canberra Hospital and Health Services**

### **Critical Care**

#### **Intensive Care Unit**

#### **Registered Nurse**

#### **Registered Nurse Level 1 \$61,683 - \$82,398, Canberra (PN: 21891, several)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: An opportunity is available for suitably qualified Registered Nurses to apply for permanent positions within the Intensive Care Unit at the Canberra Hospital. Successful applicants will be required to work a 24 hour rotating roster. Please refer to attached Registered Nurse Level 1 Duty Statement.

Eligibility/Other requirements: Registered or is eligible for registration as a Registered Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).

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

- a maximum two page expression of interest addressing the selection criteria
- a current curriculum vitae
- the names of two professional referees.

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

ACT Health 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, or People with Disability, to apply for all positions.

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: Judy Morgan (02) 6244 2756 [judy.morgan@act.gov.au](mailto:judy.morgan@act.gov.au)

**Canberra Hospital and Health Services  
Rehabilitation, Aged and Community Care**

**Client Support Services**

**Prosthetist/Orthotist**

**Health Professional Level 2 \$59,971 - \$82,328, Canberra (PN: 19775)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: ACT Health is looking for a suitably qualified and enthusiastic Prosthetist/Orthotist to join our Prosthetics and Orthotics Service. The position offers an exciting opportunity for an experienced clinician (HP2) to gain experience working across a wide range of prosthetic, orthotic and medical grade footwear services within a supportive team. The successful application will have to opportunity to work within a multidisciplinary team in both inpatient and outpatient settings. Please refer to the attached duty statement and selection criteria for full information on the position.

Eligibility/Other Requirements: Tertiary qualification or equivalent in Prosthetics/Orthotics and eligibility for membership of the Australian Orthotic and Prosthetic Association. Current driver's licence.

Notes: Applicants are requested to provide a response against the selection criteria, their curriculum vitae and contact details for two referees. Clinicians with at least 12 months of clinical experience will be eligible for Health Professional 2 position. New graduates and clinicians with less than 12 months of clinical experience are welcome to apply for the position and will be considered for employment at the Health Professional 1.

The successful applicant will 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: Deanne Galvin (02) 6207 0658 [deanne.galvin@act.gov.au](mailto:deanne.galvin@act.gov.au)

**Canberra Hospital and Health Services  
Mental Health, Justice Health and Alcohol and Drug Services**

**Adult Mental Health Services**

**Health Professional**

**Health Professional Level 2 \$59,971 - \$82,328, Canberra (PN: 22203)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. The core values of Care, Excellence, Collaboration and Integrity were developed by us, for us and are unique to our work. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: The allied health position is based in the Belconnen Mental Health Team, a multidisciplinary team that is part of Adult Community Mental Health Services. Allied health staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. Adult Community Mental Health Services provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT, with a strong focus on the provision of timely and effective mental health interventions.

Eligibility/Other Requirements: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work; or Degree (or recognised equivalent) in Occupational Therapy and registered with Australian Health Practitioner Regulation Agency (AHPRA), eligible for professional membership of Occupational Therapy Australia; or General Psychology registration with AHPRA. Current driver's licence. Please note prior to commencement successful candidates will be required to: undergo a pre-employment Police check.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

ACT Health 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, or People with Disability, to apply for all positions.

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

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

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, 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.

Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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Contact Officer: Helen Kirkwood (02) 6205 1523 [helen.kirkwood@act.gov.au](mailto:helen.kirkwood@act.gov.au)

## **Canberra Hospital and Health Services**

### **Critical Care**

### **Medical Imaging**

### **Radiographer**

### **Health Professional Level 2 \$59,971 - \$82,328, Canberra (PN: 16319, several)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: The successful applicants will need to perform all aspects of general radiography while observing departmental protocols and radiation protection measures at all times. Participate in the more complex procedures with the approval and supervision of the Senior Health Professional Officer Level 5 in the area.

Eligibility/Other Requirements: Eligible for membership with the Australian Institute of Radiography. Mandatory registration with the ACT Medical Radiation Scientists Board, and possess a Radiation Licence from the ACT Health Protection Service.

Notes: Participate in weekend, out of hours and on-call rosters. An order of merit will be formed from this selection process and will be utilised to fill any full-time/part-time, temporary positions (at level), which may occur within the following 12 months. Applicants must provide two written referee reports which address the selection criteria. Selection may be based on application and referee reports only and interviews may not be held. 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: Terry Rafferty (02) 6244 2111 [terry.rafferty@act.gov.au](mailto:terry.rafferty@act.gov.au)

### **Canberra Hospital and Health Services**

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

#### **Justice Health Services**

#### **Health Professional**

#### **Health Professional Level 2 \$59,971 - \$82,328, Canberra (PN: 20299)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) is a contemporary evidence based service providing high quality mental health care that is guided by principles of Recovery. The 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, under limited supervision, high quality care to achieve sound outcomes for consumers. You will be required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes. Multiple vacancies available at Forensic Mental Health Services at a range of levels. Please contact officer for more information.

Eligibility/Other Requirements: Tertiary qualifications in Psychology, Social Work or Occupational Therapy with current unconditional ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation. Applicants must have a minimum of 12 months paid work experience in a related/relevant organisation/service. Current driver's licence.

Notes: 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: Emily Beltrami (02) 6205 1551 [emily.beltrami@act.gov.au](mailto:emily.beltrami@act.gov.au)

**Canberra Hospital and Health Services**

**Women, Youth and Children**

**Women's and Children's Health Operational**

**Administrative Officer**

**Administrative Services Officer Class 3 \$58,278 - \$62,720, Canberra (PN: 31421, several)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: Exciting opportunities exist for dynamic and motivated staff interested in the position of Administrative Officer within the Women, Youth and Children Outpatient Administration Team. The successful applicants will be enthusiastic, have excellent interpersonal skills and excellent customer service skills. These positions provide administrative and general office support to the Women, Youth and Children Outpatient Department with duties including booking appointments, referral management, screening telephone calls, filing and data entry. Applicants will need to have excellent communication, organisational and time management skills, with an ability to liaise effectively with staff at all levels. A high level of knowledge and demonstrated ability in the use of health based IT systems including ACTPAS is desirable. This role requires demonstrated ability to ensure high quality customer service standards and to support and provide assistance to the Women, Youth and Children's Management team as necessary.

Notes: 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: Stephanie Hatch (02) 6174 7677

**Canberra Hospital and Health Services**

**Rehabilitation, Aged and Community Care**

**Community Care Program**

**New Graduate Occupational Therapist**

**Health Professional Level 1 \$56,241 - \$71,657, Canberra (PN: 24498, several)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: Two rotation new graduate positions will be available commencing July 2016 within Rehabilitation, Aged and Community Care. One position is in the Rehabilitation, and Aged Care Occupational Therapy team and the other in the Independent Living Centre/Community Care Occupational Therapy team. Each rotation lasts six months for a total of 12 months. Community Care Occupational Therapy Services are offered from community health centres and in patient homes across the ACT. We provide assessment and interventions relating to assistive technology and home modifications for patients aged 18+ years, from both clinic and home settings. Rehabilitation

and Aged Care Occupational Therapy services are offered in outpatient and inpatient settings. We provide assessment and therapeutic intervention for a range of client populations in both rehabilitation and aged care settings. Patients vary in their medical conditions and may include people with neurological conditions, orthopaedic conditions, complex medical conditions and frail aged. Rehabilitation, Aged and Community Care Occupational Therapy also provides services for National Disability Insurance Scheme participants and Commonwealth Home Support Program clientele.

Eligibility/Other Requirements: Degree in Occupational Therapy, or recognised equivalent. Registration with Occupational Therapy Board of Australia. Current driver's licence. Clinical placement experience in a community or rehabilitation setting desirable. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Notes: These are temporary positions available for a period of 12 months from July 2016 to July 2017.

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: Nicole Usher (02) 6244 2904 [nicole.usher@act.gov.au](mailto:nicole.usher@act.gov.au)

## **Strategy and Corporate**

### **E-Health and Clinical Records**

#### **E-Health**

##### **Project Manager**

**Senior Officer Grade B \$114,847 - \$129,290, Canberra (PN: 23714, several)**

Gazetted: 12 May 2016

Closing Date: 19 May 2016

Details: Project Manager - The ACT Government Health Directorate is implementing a range of Information and Communication Technology (ICT) initiatives with the aim of improving continuity of care and availability of information to support clinical decision making, by ensuring that the right information is available to members of the treating team, regardless of where healthcare services are delivered. These initiatives will support healthcare services into the future, facilitating: more efficient communication; faster access to information; better informed clinical decisions; and improved quality, safety and efficiency of care. The Clinical Systems Program in the Information, Communication and Technology Branch is looking for experienced Project Managers to support the successful implementation of these e-Health initiatives. The key responsibilities of these positions will be to plan, direct and coordinate activities required to manage and implement integrated systems across the Health Directorate. The projects within the current program of work include Electronic Medication Management (EMM), Electronic Ordering for Pathology tests, Mental Health Justice Health and Alcohol and Drug Service (MHJHADS) Electronic Clinical Record, Infection Control Electronic Referrals and the Clinical Record Scanning System project.

Eligibility/Other Requirements: Project Management experience in healthcare setting is desirable.

Note: There are several full-time temporary positions available between six months to 18 months with the possibility of extension for a further six months. Applicants are to address the selection criteria, provide a resume and two referees. Selection can be made on written application and referee reports only. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application. ACT



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Contact Officer: Sandra Cook (02) 6205 1451 [sandra.cook@act.gov.au](mailto:sandra.cook@act.gov.au)

### **Justice and Community Safety**

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

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

#### **Corporate**

#### **Capital Works and Infrastructure**

#### **Infrastructure**

#### **Agency Security Advisor**

#### **Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 46467)**

Gazetted: 05 May 2016

Closing Date: 19 May 2016

Details: An exciting opportunity exists to join the Capital Works and Infrastructure (CWI) team of Justice and Community Safety Directorate (JACS), Corporate. The Unit is seeking a highly motivated and organised person to fill the role of the JACS Agency Security Advisor. Applicants should be motivated, committed to achieving outcomes, able to actively and effectively contribute to the CWI team and have demonstrated experience in managing and delivering Protective Security and Emergency Management services for the Directorate.

Eligibility/Other Requirements: This is a designated security assessed position to "Negative Vetting 1" (Secret) level. This position will be filled on a temporary basis pending attainment of the appropriate security clearance. If you are selected for a Designated Security Assessment Position or a Position of Trust you will be required to undergo, and be granted, a security clearance. If a clearance is not granted your employment in the role will not commence, or if already commenced, will be terminated. Security and/or Emergency Management qualifications would be highly desirable. Experience in managing the delivery of Protective Security and Emergency Management services including the development and implementation of relevant policies and procedures is highly desirable.

Contact Officer: Luigina Corich (02) 6205 0284 [luigina.corich@act.gov.au](mailto:luigina.corich@act.gov.au)

#### **Legislation, Policy and Programs**

#### **Restorative Justice Unit**

#### **Restorative Justice Convenor**

#### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 45907)**

Gazetted: 10 May 2016

Closing Date: 17 May 2016

Details: An exciting opportunity exists within the ACT's Restorative Justice Unit (RJU) for the full-time position of Restorative Justice Convenor. Restorative Justice is a process whereby parties with a stake in a specific offence collectively resolve how to deal with the aftermath of the offence and its implications for the future. In the ACT, the *Crimes (Restorative Justice) Act 2004* sets out the principles and goals that guide restorative justice processes

in ways that promote safe and satisfying conferencing for people affected by crime. This Unit is the dedicated government agency responsible for assisting the voluntary personal engagement of the people affected by a crime (victims, offenders, their families and communities) to provide a social context for addressing the crime, its impacts and how to put things right. The RJU is seeking someone with experience working with offenders and/or victims, and with a good understanding of applying the principles and processes of restorative justice. The ideal applicant will have a sound knowledge of the broader criminal justice legislation and its impacts on offenders and victims. The person will have excellent communication and conflict resolution skills, the ability to manage strong emotions in group processes and the ability to adhere to the principles of restorative justice to encourage outcomes that are safe, ethical and constructive. The person in this role is expected to work collaboratively, providing support for other convenors and Unit objectives and must have a strong empathy and understanding of the impacts on clients exposed to trauma and violence. As the Unit will eventually be accepting referrals for domestic violence and sexual offences, it is advantageous for applicants to have experience and or qualifications in these complex areas. Although this position is not identified, Aboriginal and Torres Strait Islanders are encouraged to apply.

Eligibility/Other Requirements: Current driver's licence. The successful applicant will be required to undergo a police clearance.

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

Contact Officer: Amanda Lutz (02) 6207 0041 amanda.lutz@act.gov.au

## **ACT Corrective Services**

### **Community Corrections**

#### **Sentence Administration Section**

##### **Victim Liaison Officer**

##### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 45892)**

Gazetted: 06 May 2016

Closing Date: 24 May 2016

Details: ACT Corrective Service is seeking a highly motivated, passionate person to fill the role of Victim Liaison Officer within the Sentence Administration Section. In this role, you will be responsible for maintaining the Victims Register in accordance with legislative requirements and ensuring registered victims are provided with accurate and appropriate information and the opportunity to make submissions concerning external leave or parole. You will manage responsibilities in a manner which ensures responsive customer service for victims of crime and build a good understanding of offender management processes in custody and the community. In addition, you will liaise with criminal justice agencies, relevant government and non-government agencies and statutory bodies in order to maintain current knowledge of the range of remedies and services available, effectively resolve issues and refer victims of crime to other services. Further to this, you will ensure that ACT Corrective Services addresses the concerns of victims of crime in a sympathetic, constructive and reassuring manner and maintain current knowledge of international best practice for victims of crime, in order to inform continual improvement and refinement of ACT policies, procedures and practices. To be successful, you will demonstrate a passion for people as well as exceptional communication and interpersonal skills and high level writing skills.

Eligibility/Other Requirements: Relevant tertiary qualifications are desirable. Eligible candidates will be required to undergo a criminal history check. Current valid driver's licence is essential. Current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is essential. For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). Applicants may be required to undertake psychological aptitude testing as part of the assessment process.

Note: 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.

Contact Officer: Helen Child (02) 6207 0788 helen.child@act.gov.au

## **Legislation, Policy and Programs**

### **Restorative Justice Unit**

**Administration and Operational Support Officer**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 36494)**

Gazetted: 10 May 2016

Closing Date: 17 May 2016

Details: The Restorative Justice Unit is seeking an energetic administrative assistant in the ACT's Restorative Justice Unit to support its data base operations, reporting obligations and day to day administrative functions. The successful applicant will have a solid understanding of Microsoft packages, particularly Access, Excel and Outlook, the ability to use functions in software packages to extract, analyse and present data and the capability to accurately and efficiently use a range of business technologies to support business processes. This position also requires someone who can provide professional reception duties, communication and liaison skills of a high level. Eligibility/Other Requirements: Police check; 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804); Experience of restorative justice practices as well as working within the ACT criminal justice system would be an advantage.

Notes: This is a temporary position available for a three month period with the possibility of further extension for up to 12 months.

Contact Officer: Amanda Lutz (02) 6207 0041 amanda.lutz@act.gov.au

**ACT Corrective Services**

**Community Corrections**

**Probation and Parole**

**Practice Manager**

**Senior Professional Officer Grade A \$133,383 plus 10% superannuation contribution., Canberra (PN: 34756)**

Gazetted: 11 May 2016

Closing Date: 10 June 2016

Details: Community Corrections delivers best practice offender management in the Australian Capital Territory (ACT). Community Corrections seeks a permanent Practice Manager. Preference will be given to applicants who have expertise in community corrections in an Australian jurisdiction. The successful candidate will ensure the management of the practice fully supports the delivery of best practice offender management (e.g. through the development and implementation of systems and processes). The successful candidate will also ensure Community Corrections staff are enabled to deliver best practice offender management (e.g. through a comprehensive approach to training and building the capacity of managers to lead thoughtfully and confidently). Additionally, the successful candidate will develop and maintain networks across government, non-government and relevant peak bodies. Another key function of this role is the provision of high level advice to executive staff on Australian and international developments in the field of community corrections. Applicants are required to submit six items: (1) ACT Government Application Cover Sheet; (2) Statement of Claims against the Selection Criteria (maximum four pages); (3) current resume; (4) the names and contact details of two referees; (5) a certified copy of their academic transcript/s; and (6) a certified copy of their driver's licence (if they have one). Ideally, one of the referees should be a current supervisor. Candidates who are not currently working may use an immediate past supervisor. Candidates who are self-employed may use two customers to whom they have provided a service in the last 18 months. The first stage of the recruitment process is assessment of written applications. Shortlisted candidates will progress to psychometric testing. Candidates shortlisted from this stage will progress to interview. The final stage of the recruitment for this position is references.

Eligibility/Other Requirements: As this is a Senior Professional Officer Grade A position, applicants must have at least one specified qualification to be eligible. In this case the minimum qualifications are an undergraduate qualification in Law, Criminal Justice, Social Work, Psychology or a related discipline. Current registration issued under the *Working With Vulnerable People (Background Check) Act 2011* is essential. For further information on Working With Vulnerable People registration, refer to

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). A current driver's licence is desirable. To be eligible for permanent appointment to the ACT Public Service, you must be an Australian citizen or a permanent resident of Australia (includes New Zealand citizens).

Note: New permanent employees to the ACT Public Service are subject to a six month probation period commencing from their date of permanent appointment.

Contact Officer: Janet-Lee Hibberd (02) 6207 9202 janet-lee.hibberd@act.gov.au

**Public Trustee and Guardian  
Guardians**

**Manager Guardianship Unit**

**Senior Officer Grade B \$114,847 - \$129,290, Canberra (PN: 11590)**

Gazetted: 11 May 2016

Closing Date: 25 May 2016

Details: We are an ACT Government Territory Authority providing independent, professional guardianship, financial management and trustee-related services. We have a vacancy as Manager to head up our Guardianship Unit. The Unit provides representative services as substitute decision-maker for personal, health and/or legal matters under order of the ACT Civil and Administrative Tribunal (ACAT) and also under Enduring Power of Attorney (EPA) within a human rights framework. We are looking for a person with extensive experience in Guardianship or a related discipline, in particular, the day-to-day administration of a busy multi-disciplinary team involved in the provision of expert guardianship and other support services. This includes the ability to administer, apply and interpret legislation. We are seeking an articulate, confident person with strong client and staff management skills. Further responsibilities include - Undertaking delegation as Deputy Public Trustee and Guardian. Policy development and implementation. Representing the office and clients before ACAT and in other forums. Investigation of complaints and allegations about the actions of a guardian, manager, or a person acting under an EPA. Promoting and providing community education, discussion and information about the functions of ACAT under the *Guardianship and Management of Property Act 1991*. We offer a challenging and interesting career for a motivated, innovative person. Our preferred applicant will have appropriate qualifications.

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

Contact Officer: Andrew Taylor (02) 6207 9800 [andrew.taylor@act.gov.au](mailto:andrew.taylor@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.

**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](mailto:jobs@act.gov.au)**

**Parks and Territory Services**

**Parks and Conservation Service**

**Namadgi National Park**

**Australian Alps Program Manager**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 36978)**

Gazetted: 09 May 2016

Closing Date: 25 May 2016

Details: ACT Parks and Conservation Service will be hosting the Australian Alps National Park Program for a three year period and are looking for the expertise of a Program Manager. The Australian Alps National Parks is a unique management program established under a Memorandum of Understanding (MOU) signed by the New South Wales, Victorian, ACT and Commonwealth Governments. The position of the Australian Alps Manager is critical to the successful delivery of the Alps program. The position links the policy and direction setting by the liaison committee with internal and external clients, stakeholders and in some cases, the public, and in general ensures the delivery through working groups and other mechanisms and contracts of the annual works program. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or people with disability to apply.

Eligibility/Other Requirements: This position must be prepared to travel, wear a uniform and hold manual driver's licence. Relevant tertiary qualifications in Natural and Cultural Resource Management/Park Management are highly desirable.

Note: This is a temporary position available July 2016 until 30 June 2019.

Contact Officer: Brett McNamara (02) 6207 2904 [brett.mcnamara@act.gov.au](mailto:brett.mcnamara@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.

**Parks and Territory Services**

**ACT NOWaste**

**Contracts**

**Contracts Inspector**

**Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 32479)**

Gazetted: 09 May 2016

Closing Date: 16 May 2016

Details: ACT NOWaste are looking for an enthusiastic person to work in the Contracts Team as a Contracts Inspector. The Contracts Inspector would be required to conduct field investigations and provide technical reporting for the Contracts Manager.

Eligibility/Other Requirements: Demonstrated knowledge and experience in contract management and administration including contractor performance monitoring. Relevant qualifications or substantial work experience and an understanding of the Resource recovery and Waste Industry is highly desirable. Current drivers licence.

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

Contact Officer: Paul Richards (02) 6205 9880 paul.richards@act.gov.au

**Infrastructure Roads and Public Transport**

**Public Transport**

**Network Systems and Service Improvements**

**Project Administrator**

**Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 35985)**

Gazetted: 06 May 2016

Closing Date: 13 May 2016

Details: The Public Transport branch is seeking a dynamic individual with demonstrated experience in information system design and implementation. The successful applicant will be part of a small team delivering information and technology infrastructure within a public transport environment. Assist in the delivery of public transport systems projects and ensure they are in line with agreed objectives. Oversee and perform administrative functions concerned with system projects. The ACT Public Service is committed to building a culturally diverse workforce and inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Eligibility/Other Requirements: Experience in back office systems support. Project management qualifications preferred.

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

Contact Officer: Paul Skidmore (02) 6207 7582 paul.skidmore@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.

**Infrastructure Roads and Public Transport**

**Asset Information and Management Services**

**Asset Information Group**

**Quality and Configuration Officer**

**Technical Officer Level 4 \$77,482 - \$88,676, Canberra (PN: 12323)**

Gazetted: 06 May 2016

Closing Date: 20 May 2016

Details: We are looking for a motivated and dynamic team member with experience in asset information, program and project management within a diverse organisation. You will also have a strong background in working with others to positively influence behaviour and drive change. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Eligibility/Other Requirements: Tertiary qualifications or relevant experience in a related field. Experience in the use of ORACLE Spatial Databases, ESRI Geographic Information Systems, AutoCAD and SAFE's FME software is essential.

Contact Officer: James Downing (02) 6205 2106 james.downing@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.

## **Parks and Territory Services**

### **City Services**

#### **Place Management**

#### **Community Coordinator**

#### **Technical Officer Level 3 \$67,119 - \$75,852, Canberra (PN: 37023)**

Gazetted: 11 May 2016

Closing Date: 25 May 2016

Details: City Services is seeking expressions of interest from suitably qualified and motivated applicants to fill the Community Group Coordinator position on a permanent basis. This position has responsibility for providing a point of contact, facilitating and managing community gardens and urban volunteer groups undertaking land management or landscape improvement activities on Territory and Municipal Services (TAMS) urban public open space.

Eligibility/Other Requirements: Tertiary qualification in Landscape Architecture, Agriculture, Natural Resource Management, Environmental Science, Horticulture or equivalent is essential; and a current driver's licence.

Notes: This is a temporary position available for 12 months from 1 July 2016 to 30 June 2017. 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](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Jane Carder (02) 6207 2525 [jane.carder@act.gov.au](mailto:jane.carder@act.gov.au)

## **Infrastructure, Roads and Public Transport**

### **Roads ACT**

#### **Traffic Management and Safety**

#### **Traffic Engineer**

#### **Infrastructure Officer 1 \$64,307 - \$75,983, Canberra (PN: 23574)**

Gazetted: 06 May 2016

Closing Date: 20 May 2016

Details: The Traffic Engineer will be responsible for undertaking investigation reports on performance of roads and traffic assets. This will include the technical assessment of road safety and traffic management issues and drafting of improvements when required. The Traffic Engineer will have direct contact with the community in assessing and responding to traffic management and road safety issues. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or people with disability to apply.

Eligibility/Other Requirements: A degree in the relevant technical field and associated experience; or associate diploma or other qualifications and relevant technical experience deemed equivalent.

Contact Officer: Robyn Hawkins (02) 6207 3395 robyn.hawkins@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.

## **APPOINTMENTS**

### **Canberra Institute of Technology**

#### **Administrative Services Officer Class 4 \$64,700 - \$70,057**

Aaron West 844-17857, Section 68(1), 10 May 2016

**Chief Minister, Treasury and Economic Development**

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

Melissa Couch 848-76121, Section 68(1), 19 May 2016

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

Steven Carl Davis 848-76228, Section 68(1), 19 May 2016

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

Lily Jambrek 848-76180, Section 68(1), 19 May 2016

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

Kellie Seal 848-76113, Section 68(1), 19 May 2016

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

Sarah Sheather 848-76148, Section 68(1), 19 May 2016

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

Nicole Grace Wynants 848-76156, Section 68(1), 19 May 2016

**Community Services**

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

Jane Adams 846-91557, Section 68(1), 5 May 2016

**Education**

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

Kathleen Galvin 848-87859, Section 68(1), 6 May 2016

**Health**

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

Young Kim 844-33590, Section 68(1), 3 May 2016

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

Jose Lopez-Perez 842-89701, Section 68(1), 5 May 2016

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

Kathryn Pettigrove 842-89197, Section 68(1), 4 May 2016

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

Sally Wright 848-67858, Section 68(1), 9 May 2016

**Justice and Community Safety**

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

Andrew Currie 846-86715, Section 68(1), 28 April 2016

**Territory and Municipal Services**

**Bus Operator \$71,294**

Gregory Narrier 787-17861, Section 68(1), 9 May 2016

## **TRANSFERS**

### **Health**

#### **Lorna Wilkinson: 844-76822**

From: Health Professional Level 4 \$97,514 - \$104,967

Health

To: Health Professional Level 4 \$97,514 - \$104,967

Health, Canberra (PN. 26553) (Gazetted 31 March 2016)

## **PROMOTIONS**

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

#### **Nursing**

##### **5W**

#### **Jacqueline Lloyd: 1607822**

From: Registered Nurse Level 2] [\$85,659-\$90,789]

MAPU

To: Registered Nurse Level 3 Grade 2 \$111,021

5W, Location (PN. 7157) (Gazette 28 April 2016)

#### **Nursing**

##### **Stroke Service**

#### **Koushik Nagesh Gowda: 1612672**

From: Registered Nurse Level 2 \$84,394-\$89,447]

MAPU

To: Registered Nurse Level 3 \$98,207-\$102,249

Stroke Service, Location (PN. 7004) (Gazette 28 April 2016)

#### **Nursing**

##### **Clare Holland House**

#### **Rebecca Carroll-Tape: 1611728**

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

Emergency Department

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

Clare Holland House, Location (PN. 6895) (Gazette 28 April 2016)

### **Capital Metro Agency**

#### **Executive**

##### **Project Directors Office**

#### **Nicole Stevens: 844-75475**

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

Capital Metro

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

Capital Metro, Canberra (PN. 32261) (Gazetted 22 March 2016)

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

#### **Shared Services**

##### **Shared Services ICT Operations**

##### **Storage and Backup Team**



**Geoffrey Barnes: 775-00724**

From: Information Technology Officer Class 2 \$77,482 - \$88,676

Chief Minister, Treasury and Economic Development

To: †Senior Information Technology Officer Grade C \$97,514 - \$104,967

Chief Minister, Treasury and Economic Development, Canberra (PN. 17424) (Gazetted 23 April 2015)

**Revenue Management**

**Property, Payroll and Debt**

**Jukka Siiteri: 527-07550**

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 36772) (Gazetted 11 March 2016)

**Environment and Planning**

**Sustainability and Climate Change**

**Energy and Waste Policy**

**James Thomas Priestley: 846-89748**

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

Environment and Planning Directorate

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

Environment and Planning, Canberra (PN. 35995) (Gazetted 11 March 2016)

**Health**

**Strategy and Corporate**

**Business and Infrastructure**

**Business Support and Development**

**Kavitha Kugathas: 816-77442**

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

Health

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

Health, Canberra (PN. 14198) (Gazetted 21 April 2016)

**Office of the Director General**

**Karen Pearson: 789-44992**

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

Environment and Planning

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

Health, Canberra (PN. 29643) (Gazetted 11 February 2016)

**Canberra Hospital and Health Services**

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

**ACT Wide Mental Health Services**

**Tanya Wiesner: 843-89147**

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

Health

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

Health, Canberra (PN. 22168) (Gazetted 17 March 2016)

**Territory and Municipal Services**

**Corporate and Business Enterprises Division**

**Capital Linen Service**

**Kelvyn Crowe: 783-25331**

From: Capital Linen Service Band 5 \$63,596 - \$70,264

Capital Linen Service

To: Capital Linen Service Band 6 \$73,370 - \$76,417

Territory and Municipal Services, Canberra (PN. 27372) (Gazetted 1 February 2016)

**Corporate and Business Enterprises**

**Finance Branch**

**Duong Le: 821-13518**

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

Territory and Municipal Services

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

Territory and Municipal Services, Canberra (PN. 05131) (Gazetted 12 May 2016)

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.

**Parks and Territory Services**

**City Services**

**Urban Treescapes**

**Lachlan Taylor: 713-00262**

From: General Service Officer Level 7 \$57,493 - \$60,714

Territory and Municipal Services

To: †Technical Officer Level 3 \$67,119 - \$75,852

Territory and Municipal Services, Canberra (PN. 01132) (Gazetted 9 October 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.

**RETIREMENTS and DISMISSALS**

**Community Services**

Section 143 of the Public Sector Management Act 1994, Melody Abbott: 827-36555, 17/07/2014

Section 143 of the Public Sector Management Act 1994, Phillip Call: 827-24490, 22/07/2014

Section 143 of the Public Sector Management Act 1994, Geoffrey McDonald: 753-52326, 01/08/2014

Section 143 of the Public Sector Management Act 1994, Marites Williams: 740-96973, 07/08/2014

Section 143 of the Public Sector Management Act 1994, Brianna Steiner: 827-36563, 10/08/2014

Section 143 of the Public Sector Management Act 1994, Kimberlee Cayzer: 827-18488, 12/08/2014

Section 143 of the Public Sector Management Act 1994, Jennifer Read-Bloomfield: 729-15867, 14/08/2014

Section 143 of the Public Sector Management Act 1994, William Aldcroft: 740-93182, 18/08/2014

Section 143 of the Public Sector Management Act 1994, Kerry Webb: 539-13217, 29/08/2014

Section 143 of the Public Sector Management Act 1994, Michelle Simon: 796-73004, 29/08/2014

Section 143 of the Public Sector Management Act 1994, Monica O'Neill: 843-36563, 29/08/2014

Section 143 of the Public Sector Management Act 1994, Susan Kingsford: 827-34920, 29/08/2014

Section 143 of the Public Sector Management Act 1994, Lynda Elson: 786-87308, 01/09/2014

Section 143 of the Public Sector Management Act 1994, Sara-Jane Lynch: 713-17793, 03/09/2014

Section 143 of the Public Sector Management Act 1994, Samantha McIntock: 786-88239, 08/09/2014

Section 143 of the Public Sector Management Act 1994, Sarah Hackett: 827-36491, 09/09/2014

Section 143 of the Public Sector Management Act 1994, Tammy Bolton: 735-29343, 10/09/2014

Section 143 of the Public Sector Management Act 1994, Kenneth Meadows: 740-96076, 11/09/2014

Section 143 of the Public Sector Management Act 1994, Samantha Wood-Graham: 835-83095, 12/09/2014

Section 143 of the Public Sector Management Act 1994, Renate Cameron: 734-51339, 16/09/2014

Section 143 of the Public Sector Management Act 1994, Catherine Hurman: 766-17293, 18/09/2014

Section 143 of the Public Sector Management Act 1994, Dennis Skates: 792-36189, 20/09/2014

Section 143 of the Public Sector Management Act 1994, Suzanne See: 787-18338, 30/09/2014

Section 143 of the Public Sector Management Act 1994, Rebecca Dray: 820-90205, 03/10/2014

Section 143 of the Public Sector Management Act 1994, Jenelle Atkins: 778-70303, 08/10/2014

Section 143 of the Public Sector Management Act 1994, Daniel Mullan: 817-49856, 10/10/2014

Section 143 of the Public Sector Management Act 1994, Andrea Coggan: 779-13772, 10/10/2014

Section 143 of the Public Sector Management Act 1994, Michael Reeder: 331-35112, 15/10/2014

Section 143 of the Public Sector Management Act 1994, Tracey Burgess: 786-88431, 15/10/2014

Section 143 of the Public Sector Management Act 1994, Jean-Noel Rene: 740-88295, 17/10/2014

Section 143 of the Public Sector Management Act 1994, Evelyn Quashigah: 827-45224, 30/10/2014

Section 143 of the Public Sector Management Act 1994, Ryan Bellairs: 781-68292, 31/10/2014

Section 143 of the Public Sector Management Act 1994, Victor Lampe: 821-23951, 01/11/2014

Section 143 of the Public Sector Management Act 1994, Linda Barclay-Brown: 827-32909, 04/11/2014

Section 143 of the Public Sector Management Act 1994, Greig Chapman: 827-18154, 10/11/2014

Section 143 of the Public Sector Management Act 1994, Kayla Tulloch: 835-84768, 12/11/2014

Section 143 of the Public Sector Management Act 1994, Peter Graham: 741-05550, 12/11/2014

Section 143 of the Public Sector Management Act 1994, Diana Martin: 820-78142, 21/11/2014

Section 143 of the Public Sector Management Act 1994, Narelle Paterson: 781-67724, 30/11/2014

Section 143 of the Public Sector Management Act 1994, Colin Rowe: 741-05737, 01/12/2014

Section 143 of the Public Sector Management Act 1994, Emma Bishop: 827-11964, 01/12/2014

Section 143 of the Public Sector Management Act 1994, Patricia Howe: 735-33510, 03/12/2014

Section 143 of the Public Sector Management Act 1994, Colin Wade: 796-72378, 03/12/2014

Section 143 of the Public Sector Management Act 1994, Aileen Wendt: 786-87885, 04/12/2014

Section 143 of the Public Sector Management Act 1994, Alison Coster: 820-89757, 11/12/2014

Section 143 of the Public Sector Management Act 1994, Victor Simic: 786-88837, 14/12/2014

Section 143 of the Public Sector Management Act 1994, Marc Van Steyn: 799-92590, 23/12/2014

Section 143 of the Public Sector Management Act 1994, Leonie Motbey: 740-93377, 2 January 2015

Section 143 of the Public Sector Management Act 1994, Jennifer Young: 827-31914, 2 January 2015

Section 143 of the Public Sector Management Act 1994, Antony Ceglinski: 781-46843, 2 January 2015

Section 143 of the Public Sector Management Act 1994, Timothy Thornell: 835-84741, 6 January 2015

Section 143 of the Public Sector Management Act 1994, Vanessa Benci: 836-09777, 9 January 2015

Section 143 of the Public Sector Management Act 1994, Jennifer HOCKING: 607-91326, 15 January 2015

Section 143 of the Public Sector Management Act 1994, Terese Hardy: 813-02843, 23 January 2015

Section 143 of the Public Sector Management Act 1994, Nigel Berry: 740-87946, 26 January 2015

Section 143 of the Public Sector Management Act 1994, Harlene Macdonald: 835-91060, 29 January 2015

Section 143 of the Public Sector Management Act 1994, Doris Campbell: 740-89896, 2 February 2015

Section 143 of the Public Sector Management Act 1994, Fiona Baker: 716-02148, 4 February 2015

Section 143 of the Public Sector Management Act 1994, Angelo Arcidiacono: 827-45179, 5 February 2015

Section 143 of the Public Sector Management Act 1994, Aimee Chua: 827-43288, 6 February 2015

Section 143 of the Public Sector Management Act 1994, Hannah Stinton: 835-91802, 6 February 2015

Section 143 of the Public Sector Management Act 1994, Michelle Machul: 821-15927, 10 February 2015

Section 143 of the Public Sector Management Act 1994, Graham Mackay: 816-82794, 13 February 2015

Section 143 of the Public Sector Management Act 1994, Ross Andrews: 780-02161, 20 February 2015

Section 143 of the Public Sector Management Act 1994, Deborah Mundy: 740-98186, 25 February 2015

Section 143 of the Public Sector Management Act 1994, Martin O'Hehir: 735-29175, 26 February 2015

Section 143 of the Public Sector Management Act 1994, Douglas Higham: 729-17133, 28 February 2015

Section 143 of the Public Sector Management Act 1994, Lyndall Ellis: 781-68161, 5 March 2015

Section 143 of the Public Sector Management Act 1994, Casey Carne: 835-83829, 6 March 2015

Section 143 of the Public Sector Management Act 1994, Glenda Cadzow: 813-03192, 20 March 2015

Section 143 of the Public Sector Management Act 1994, Shane Williams: 795-57038, 9 April 2015

Section 143 of the Public Sector Management Act 1994, Linda Holt: 748-53292, 9 April 2015

Section 143 of the Public Sector Management Act 1994, James Curran: 795-57046, 9 April 2015

Section 143 of the Public Sector Management Act 1994, Ian Gibson: 799-92582, 9 April 2015

Section 143 of the Public Sector Management Act 1994, Ian Cunliffe: 827-36619, 13 April 2015

Section 143 of the Public Sector Management Act 1994, Vanessa Sutton: 781-66983, 17 April 2015

Section 143 of the Public Sector Management Act 1994, Candice Holland: 792-36314, 26 April 2015

Section 143 of the Public Sector Management Act 1994, Toni Cooper: 781-67820, 1 May 2015

Section 143 of the Public Sector Management Act 1994, Jennifer Wood: 817-43390, 6 May 2015

Section 143 of the Public Sector Management Act 1994, Barry Anderson: 778-70493, 25 May 2015

Section 143 of the Public Sector Management Act 1994, Elizabeth Russell: 547-17701, 31 May 2015

Section 143 of the Public Sector Management Act 1994, Andrew Powell: 547-17699, 31 May 2015

Section 143 of the Public Sector Management Act 1994, Karen Warner: 772-20861, 16 June 2015

Section 143 of the Public Sector Management Act 1994, Latu Laipato: 817-49944, 17 June 2015

Section 143 of the Public Sector Management Act 1994, Phillip Leahy: 741-05083, 17 June 2015

Section 143 of the Public Sector Management Act 1994, Philip Burgoyne: 741-03651, 25 June 2015

Section 143 of the Public Sector Management Act 1994, Len Schultz: 740-95014, 1 July 2015

Section 143 of the Public Sector Management Act 1994, Craig Shaw: 741-00784, 1 July 2015

Section 143 of the Public Sector Management Act 1994, Rufino Policarpio: 741-05702, 1 July 2015

Section 143 of the Public Sector Management Act 1994, Joy Hurren: 030-96343, 2 July 2015

Section 143 of the Public Sector Management Act 1994, Michael Jones: 741-03977, 15 July 2015

Section 143 of the Public Sector Management Act 1994, Anthony Phillips: 835-83204, 21 July 2015

Section 143 of the Public Sector Management Act 1994, Vanessa Lancsar: 816-80617, 23 July 2015

Section 143 of the Public Sector Management Act 1994, Amy Moon: 781-67804, 23 July 2015

Section 143 of the Public Sector Management Act 1994, Jessica Walcott: 778-70952, 24 July 2015

Section 143 of the Public Sector Management Act 1994, Melissa Johnson: 821-04259, 28 July 2015

Section 143 of the Public Sector Management Act 1994, Sook Leong: 740-90440, 30 July 2015

Section 143 of the Public Sector Management Act 1994, Shilo Preston-Stanley: 827-09709, 31 July 2015

Section 143 of the Public Sector Management Act 1994, Anthony Fernance: 835-89673, 31 July 2015

Section 143 of the Public Sector Management Act 1994, Lucy Stanzel: 799-87118, 5 August 2015

Section 143 of the Public Sector Management Act 1994, Katherine Francis: 835-68186, 6 August 2015

Section 143 of the Public Sector Management Act 1994, Robert Ferrier: 799-92662, 10 August 2015

Section 143 of the Public Sector Management Act 1994, Thomas Tomazin: 792-36322, 12 August 2015

Section 143 of the Public Sector Management Act 1994, John O'Rourke: 735-29140, 14 August 2015

Section 143 of the Public Sector Management Act 1994, Harley Pinkerton: 827-45099, 17 August 2015

Section 143 of the Public Sector Management Act 1994, Karyn Cook: 786-88757, 19 August 2015

Section 143 of the Public Sector Management Act 1994, Therese Foote: 781-67759, 19 August 2015

Section 143 of the Public Sector Management Act 1994, Renee Barratt: 827-11585, 20 August 2015

Section 143 of the Public Sector Management Act 1994, Tara Goli: 835-69621, 21 August 2015

Section 143 of the Public Sector Management Act 1994, Frances Millington: 740-91996, 21 August 2015

Section 143 of the Public Sector Management Act 1994, Brett Mills: 729-16915, 22 August 2015

Section 143 of the Public Sector Management Act 1994, Sandra Simmonds: 817-43446, 26 August 2015

Section 143 of the Public Sector Management Act 1994, Keith Simmonds: 741-10210, 9 September 2015

Section 143 of the Public Sector Management Act 1994, Jonathon Langshaw: 607-89066, 9 September 2015

Section 143 of the Public Sector Management Act 1994, Patricia Grainger: 715-60312, 9 September 2015

Section 143 of the Public Sector Management Act 1994, Paul Spicer: 607-88821, 10 September 2015

Section 143 of the Public Sector Management Act 1994, Sandra Leslie: 781-67396, 20 September 2015

Section 143 of the Public Sector Management Act 1994, Julie Hulme: 741-02069, 23 September 2015

Section 143 of the Public Sector Management Act 1994, Deborah Sargeant: 817-47113, 8 October 2015

Section 143 of the Public Sector Management Act 1994, Dean Wheeler: 781-67345, 8 October 2015

Section 143 of the Public Sector Management Act 1994, Steven Whiting: 607-91799, 8 October 2015

Section 143 of the Public Sector Management Act 1994, Antionette Sankey: 778-70880, 8 October 2015

Section 143 of the Public Sector Management Act 1994, Brett Pridmore: 835-71019, 8 October 2015

Section 143 of the Public Sector Management Act 1994, Daniel Castro: 792-36285, 9 October 2015

Section 143 of the Public Sector Management Act 1994, Alan Foreman: 827-52475, 12 October 2015

Section 143 of the Public Sector Management Act 1994, Abiramy Thevarajah: 836-11244, 23 October 2015

Section 143 of the Public Sector Management Act 1994, Ian Bruce: 827-36408, 23 October 2015

Section 143 of the Public Sector Management Act 1994, Pauline Jenkins: 259-41499, 1 November 2015

Section 143 of the Public Sector Management Act 1994, Leanne Spencer: 795-66612, 2 November 2015

Section 143 of the Public Sector Management Act 1994, Aleksandra Kocevaska: 835-68610, 3 November 2015

Section 143 of the Public Sector Management Act 1994, Jeanette Gleeson: 795-57011, 4 November 2015

Section 143 of the Public Sector Management Act 1994, Vicki Frasin: 792-36218, 4 November 2015

Section 143 of the Public Sector Management Act 1994, Theo Drakos: 789-36124, 5 November 2015

Section 143 of the Public Sector Management Act 1994, Guy Green: 794-00620, 6 November 2015

Section 143 of the Public Sector Management Act 1994, Kaija Kirkinen: 786-88802, 7 November 2015

Section 143 of the Public Sector Management Act 1994, Kuldip Singh: 796-73311, 11 November 2015

Section 143 of the Public Sector Management Act 1994, Beth Page: 778-70135, 11 November 2015

Section 143 of the Public Sector Management Act 1994, Lourdes Asoy: 835-83183, 13 November 2015

Section 143 of the Public Sector Management Act 1994, Danielle Lynch: 781-67687, 18 November 2015

Section 143 of the Public Sector Management Act 1994, Jennifer Lintern: 732-53965, 18 November 2015

Section 143 of the Public Sector Management Act 1994, John Hardy: 827-11876, 22 November 2015

Section 143 of the Public Sector Management Act 1994, Morgan Alexander: 816-86840, 23 November 2015

Section 143 of the Public Sector Management Act 1994, Benilda Gibson: 799-92670, 24 November 2015

Section 143 of the Public Sector Management Act 1994, Carole Findlay: 786-88626, 25 November 2015

Section 143 of the Public Sector Management Act 1994, Michael Hedges: 813-01242, 25 November 2015

Section 143 of the Public Sector Management Act 1994, Yang Liu: 835-70825, 26 November 2015

Section 143 of the Public Sector Management Act 1994, Nedra Playford: 545-06832, 27 November 2015

Section 143 of the Public Sector Management Act 1994, Christopher Bradley: 827-11542, 30 November 2015

Section 143 of the Public Sector Management Act 1994, Glenda Knight: 255-16599, 30 November 2015

Section 143 of the Public Sector Management Act 1994, Juvy Rush: 817-49864, 2 December 2015

Section 143 of the Public Sector Management Act 1994, Michelle Hollier: 821-26386, 7 December 2015

Section 143 of the Public Sector Management Act 1994, Kylie Fuller: 827-52459, 8 December 2015

Section 143 of the Public Sector Management Act 1994, Sean Mclennan: 813-03117, 11 December 2015

Section 143 of the Public Sector Management Act 1994, Rebecca Zeller: 781-67388, 14 December 2015

Section 143 of the Public Sector Management Act 1994, Belinda Smith: 740-94441, 16 December 2015

Section 143 of the Public Sector Management Act 1994, Leolo Kamilo: 813-02587, 16 December 2015

Section 143 of the Public Sector Management Act 1994, Matthew Ford: 741-02034, 16 December 2015

Section 143 of the Public Sector Management Act 1994, Lori Annetts: 741-09420, 17 December 2015

Section 143 of the Public Sector Management Act 1994, Ines Logan: 821-09703, 18 December 2015

Section 143 of the Public Sector Management Act 1994, Susanne Moor: 797-81187, 31 December 2015

Section 143 of the Public Sector Management Act 1994, Prudence Ramsey: 836-05434, 04/01/2016

Section 143 of the Public Sector Management Act 1994, Jacqueline Etherginton: 821-26079, 04/01/2016

Section 143 of the Public Sector Management Act 1994, Rebecca Mcdonell: 737-70938, 04/01/2016

Section 143 of the Public Sector Management Act 1994, Natashe Hudson: 827-28221, 10/01/2016

Section 143 of the Public Sector Management Act 1994, Alan Bajza: 786-87340, 13/01/2016

Section 143 of the Public Sector Management Act 1994, Natalie Wilkins: 740-93422, 27/01/2016

Section 143 of the Public Sector Management Act 1994, Karen Gilmore: 821-09666, 27/01/2016

Section 143 of the Public Sector Management Act 1994, Daniela Barsanti: 755-69082, 27/01/2016

Section 143 of the Public Sector Management Act 1994, Leah Kirby: 816-83746, 27/01/2016

Section 143 of the Public Sector Management Act 1994, Stuart Hayter: 786-87420, 29/01/2016

Section 143 of the Public Sector Management Act 1994, Howard Bailie: 795-57142, 02/02/2016

Section 143 of the Public Sector Management Act 1994, Shane Hudson: 827-46323, 03/02/2016

Section 143 of the Public Sector Management Act 1994, Amanda Kwong: 827-57209, 04/02/2016

Section 143 of the Public Sector Management Act 1994, Darryl Brooks: 783-04469, 05/02/2016

Section 143 of the Public Sector Management Act 1994, Jennifer Toyer: 741-06502, 05/02/2016

Section 143 of the Public Sector Management Act 1994, Susan Sharp: 813-02771, 05/02/2016

Section 143 of the Public Sector Management Act 1994, Fiona Mcintosh: 713-09355, 10/02/2016

Section 143 of the Public Sector Management Act 1994, Marilyn Graham: 799-97287, 10/02/2016

Section 143 of the Public Sector Management Act 1994, Delia Pitman: 835-83175, 11/02/2016

Section 143 of the Public Sector Management Act 1994, Aruna Gunawardena: 816-83682, 14/02/2016

Section 143 of the Public Sector Management Act 1994, Julie Jefferis: 733-29958, 15/02/2016

Section 143 of the Public Sector Management Act 1994, Jennifer Ryan: 607-89226, 16/02/2016

Section 143 of the Public Sector Management Act 1994, Egbert Wiederkehr: 781-67054, 22/02/2016



Section 143 of the Public Sector Management Act 1994, Neil Wilkins: 607-91289, 24/02/2016

Section 143 of the Public Sector Management Act 1994, Andrews Thomas Vallikkavunkal: 827-45267, 24/02/2016

Section 143 of the Public Sector Management Act 1994, Nigel Galvin: 827-11550, 26/02/2016

Section 143 of the Public Sector Management Act 1994, Valentina Minutello: 827-09266, 26/02/2016

Section 143 of the Public Sector Management Act 1994, Mark Field: 827-24482, 26/02/2016

Section 143 of the Public Sector Management Act 1994, John Aldcroft: 786-87359, 26/02/2016

Section 143 of the Public Sector Management Act 1994, Dianne Donnelly: 792-35039, 26/02/2016

Section 143 of the Public Sector Management Act 1994, Myfanwy Bailey: 735-29466, 28/02/2016

Section 143 of the Public Sector Management Act 1994, Marie Kristian: 820-78046, 01/03/2016

Section 143 of the Public Sector Management Act 1994, Neil Evans: 827-11470, 03/03/2016

Section 143 of the Public Sector Management Act 1994, Miranda Mrsnik: 827-45232, 08/03/2016

Section 143 of the Public Sector Management Act 1994, Luti Laipato: 781-67409, 09/03/2016

Section 143 of the Public Sector Management Act 1994, Gary Barr: 799-92638, 09/03/2016

Section 143 of the Public Sector Management Act 1994, Paul Gordon: 835-81305, 11/03/2016

Section 143 of the Public Sector Management Act 1994, David Barnes: 741-04769, 15/03/2016

Section 143 of the Public Sector Management Act 1994, Rebecca Walmsley: 781-67062, 22/03/2016

Section 143 of the Public Sector Management Act 1994, Michael O'Halloran: 796-72343, 22/03/2016

Section 143 of the Public Sector Management Act 1994, Mark Robertson: 314-59519, 23/03/2016

Section 143 of the Public Sector Management Act 1994, Akishisa Cordel-Kamai: 821-09674, 23/03/2016

Section 143 of the Public Sector Management Act 1994, Mbide Etasi: 740-93166, 31/03/2016

Section 143 of the Public Sector Management Act 1994, Anna Fieldhouse: 786-87594, 01/04/2016

Section 143 of the Public Sector Management Act 1994, Veronica Wensig: 827-34664, 01/04/2016

Section 143 of the Public Sector Management Act 1994, Fiona Byron: 786-88503, 03/04/2016

Section 143 of the Public Sector Management Act 1994, Janelle Wheatley: 508-25000, 06/04/2016

Section 143 of the Public Sector Management Act 1994, Michelle Evans: 786-87316, 07/04/2016

Section 143 of the Public Sector Management Act 1994, Joseph Leonard: 740-99090, 07/04/2016

Section 143 of the Public Sector Management Act 1994, Johanna Whalen: 740-92542, 07/04/2016

Section 143 of the Public Sector Management Act 1994, Nicola Mitchell: 827-21871, 07/04/2016

Section 143 of the Public Sector Management Act 1994, Susan Martin: 792-34888, 08/04/2016

Section 143 of the Public Sector Management Act 1994, Amanda Owen: 729-16122, 08/04/2016

Section 143 of the Public Sector Management Act 1994, Moda Sai Baba Veyyidalala: 827-55748, 08/04/2016

Section 143 of the Public Sector Management Act 1994, David Boller: 827-49452, 13/04/2016

Section 143 of the Public Sector Management Act 1994, Trevor Lewis: 607-90905, 14/04/2016

Section 143 of the Public Sector Management Act 1994, James Cruttwell: 786-88562, 14/04/2016

Section 143 of the Public Sector Management Act 1994, Karen Jones: 799-92603, 20/04/2016

Section 143 of the Public Sector Management Act 1994, Marianne Davidson: 259-55321, 26/04/2016