



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 09 February 2012**

## **EXECUTIVE NOTICES**

### **Chief Minister and Cabinet Directorate**

#### **Contract Cessation**

Adrian Makeham-Kirchner – Director, Social Policy and Implementation (E398) – 10.2.12

### **Economic Directorate**

#### **Contract Cessation**

Ross McKay – Director, Project Facilitation (E538) – 12.2.12

## **VACANCIES**

### **Canberra Institute of Technology**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>  
Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

#### **Centres**

##### **Vocational College**

##### **Education Manager**

##### **Teacher Band 2 \$97,504, Canberra (PN: 51734)**

Gazetted: 14 February 2012

Closing Date: 28 February 2012

As a member of the CIT Vocational College management team you will contribute to the leadership, development, management and promotion of the College. In this position you will have specific responsibility for leadership and management of the English Language Centre for international students, ESL programs and Languages other than English.

Eligibility/Other Requirements: MANDATORY: Degree or Diploma in Education or equivalent studies. Experience relevant to the position. Three (3) years experience in CIT or similar educational institution. DESIRABLE: Tertiary qualification in TESOL. Certificate IV in Training and Assessment (TAE40110).

Note: This position is available for temporary filling from the 10th April 2012 until 31st December 2012 with the possibility of extension.

Contact Officer: Jackie Wenner (02) 6207 4959 [jackie.wenner@cit.edu.au](mailto:jackie.wenner@cit.edu.au)

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

#### **Centres**

##### **Marketing and National Positioning Centre**

##### **Marketing**

##### **Graphic Designer/Account Manager**

##### **Public Affairs Officer 2 \$68,954 - \$78,357, Canberra (PN: 54934)**

Gazetted: 10 February 2012

Closing Date: 17 February 2012

The Canberra Institute of Technology seeks an experienced Graphic Designer to prepare and produce brochures, posters, publications and all print-related materials for CIT using advanced software packages. Assist in development and maintenance of existing and new CIT Style Guide. Support and involvement with CIT's delivery of social media to support marketing and media activities. Support and participation with account management/client service to CIT Marketing team and CIT Teaching and Learning centres to support student recruitment and CIT brand.

Eligibility/Other Requirements: Diploma of Graphic Design. At least five (5) years of appropriate work experience in a relevant position and context. Advanced skills with Adobe Design Premium Creative Suite Version 5. A track record which includes Account Management and relationship building expertise. Experience with Adobe InDesign and Adobe Photoshop Creative Suite Version 5.

Contact Officer: Karen Davies (02) 6205 6997 [karen.davies@cit.edu.au](mailto:karen.davies@cit.edu.au)

### **Community Services**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>  
Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

#### **Policy and Organisational Services**

##### **artsACT**

**Business Manager**

**Senior Officer Grade B \$102,499 - \$115,387, Canberra (PN: 20338)**

Gazetted: 14 February 2012

Closing Date: 28 February 2012

Provide leadership in the financial management of artsACT including managing financial performance and supporting artsACT executive and managers in achieving budget targets; preparing and analysing financial reports and cost centre budgets. Provide comprehensive assistance in the preparation of the artsACT annual budget and forward estimates. Coordinate artsACT Government reporting for Question Time Briefs, Annual Reports and Budget Estimates. Identify significant financial issues and risks and provide strategic advice that contributes to effective budget management. In association with the Directorate's Finance and Budget Unit, manage the artsACT compliance with financial management practices and procedures and risk management procedures. Manage the development of business proposals for new initiatives and major projects.

Eligibility/Other Requirements: Qualifications and experience in Accounting or Business within the government sector is essential. Experience in project management would be an advantage.

Note: This position is being readvertised, previous applicants need not reapply.

Contact Officer: David Whitney (02) 6207 2389 david.whitney@act.gov.au

**Office for Children, Youth and Family Support**

**Early Intervention and Prevention Service**

**Child and Family Centre**

**Administration Officer**

**Administrative Services Officer Class 3 \$51,032 - \$55,076, Canberra (PN: 03177)**

Gazetted: 10 February 2012

Closing Date: 15 February 2012

The Tuggeranong Child and Family Centre is seeking motivated individuals to fill an administration officer position at the Administrative Service Officer 3 level. The position is responsible for providing a variety of administrative assistance and tasks for the Centre such as maintaining office records and files, set-up of programs, distribution of ParentLink information and preparation of straight-forward correspondence. The position is also responsible for providing a reception service for the Centre and ensuring office presentation is of a high standard.

Eligibility/Other Requirements: Current driver's licence is essential. A level of fitness including ability to lift weights up to 16 kilograms and ability to bend repeatedly.

Note: This is a temporary position available asap until October 2012.

Contact Officer: Marian Dominick 62078229 marianm.dominick@act.gov.au

**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)**

**Director, ACT Tourism**

**Executive Level 1.3 \$195,141 to \$206,068 depending on current superannuation arrangements, Canberra (PN: E650)**

Gazetted: 09 February 2012

Closing Date: 20 February 2012

A dynamic, well-credentialed tourism professional is sought by the ACT Economic Development Directorate to lead the tourism effort in Canberra. This senior executive role provides an outstanding opportunity to partner closely with the ACT's tourism industry in increasing the economic return from national and international visitation to Canberra. As Director, Tourism you will work with an enthusiastic and committed team in developing and implementing a range of marketing and development programs. Your leadership record in tourism, capacity to build relationships, create partnerships and deliver results under pressure will ensure your success. Serious contenders will have high order strategic leadership, communication, negotiation, people and financial management skills. They will also be politically savvy, with the intellect and know how to offer robust policy advice and develop destination management strategies aimed at improving the ACT's position as a preferred tourist destination. The successful applicant will be engaged under a performance based contract for up to five years with an attractive remuneration package ranging from \$195,141 to \$206,068, depending on current superannuation arrangements, including a cash component of \$156,093. Members of Australian Government CSS or PSS superannuation schemes may have existing entitlements and benefits fully maintained.

Note: Before applying, please obtain position information and selection criteria from [canberra@fordkelly.com.au](mailto:canberra@fordkelly.com.au) quoting reference number 12/229.

Contact Officer: Moiya Ford (02) 6260 8788 [canberra@fordkelly.com.au](mailto:canberra@fordkelly.com.au)

**Land Strategy and Finance**

**Infrastructure and Capital Works**

**Government Accommodation Strategy**

**Manager, Government Accommodation Strategy**

**Senior Officer Grade B \$102,499 - \$115,387, Canberra (PN: 18989)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

Economic Development Directorate (EDD) is seeking a dynamic and experienced person to fill the position of Manager, Government Accommodation Strategy to assist with the development of accommodation strategy for the ACT Government, as well as assist in the management of the government leased accommodation portfolio. The successful applicant will be required to develop and maintain whole-of-government accommodation standards and guidelines, and undertake evaluations of accommodation. Demonstrated proficiency in sub-lease negotiation and highly-developed oral and written communication skills will be an advantage.

Eligibility/Other Requirements: Property and Real Estate experience is highly desirable.  
Contact Officer: John Bissell (02) 6213 0742 john.bissell@act.gov.au

**Tourism, Events and Sport**

**Australian Capital Tourism**

**Canberra and Region Visitors Centre**

**Casual On-Call Visitors Services Assistants**

**Administrative Services Officer Class 2 \$43,289 - \$48,003, Canberra (PN: C07355, several)**

Gazetted: 09 February 2012

Closing Date: 16 February 2012

Australian Capital Tourism is seeking expressions of interest, for its Casual On-Call Register for a period of 12 months. The primary objective of this role is to provide high level customer service to clients and callers to the Canberra and Region Visitors Centre (CRVC). The successful candidate will also be required to; Book sales of travel, accommodation and tourism services for visitors to Canberra and regional areas, using Bookeasy reservation system. Assist in the sale of merchandise.

Eligibility/Other Requirements: The position holder must be prepared to work flexible hours during weekends and public holidays. A driver's licence is desirable.

Note: Applications should include a supporting statement of one to two pages outlining experience and/or ability relating to the position selection criteria, contact details of referees and a current curriculum vitae or resume.

Contact Officer: Mike Salmon (02) 6205 0661 michael.salmon@act.gov.au

**Education and Training**

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

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

**School Improvement**

**South/Weston Network**

**Alfred Deakin High School**

**Executive Teacher-English/LOTE**

**School Leader C \$91,769, Canberra (PN: 01982)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

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

Eligibility/Other Requirements: A minimum of four (4) years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Belinda Bartlett (02) 6205 5566 belinda.bartlett@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.

**Belconnen Network**

**Maribyrnong Primary School**

**Executive Officer**

**School Leader C \$91,769, Canberra (PN: 02253)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

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

Eligibility/Other Requirements: A minimum of four (4) years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Jennifer Howard (02) 6205 5933 jennifer.howard@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.

**School Improvement**

**North/Gungahlin Network**

**Palmerston District Primary School**

**Executive Teacher**

**School Leader C \$91,769, Canberra (PN: 02279)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

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

Eligibility/Other Requirements: A minimum of four (4) years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Melissa Travers (02) 6205 8370 melissa.travers@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.

**School Improvement  
South and Weston Network  
Narrabundah College  
IT Administrator and ICT Coordinator  
School Leader C \$91,769, Canberra (PN: 02226)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

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

Eligibility/Other Requirements: A minimum of four (4) years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Kerrie Grundy (02) 6205 6999 kerrie.grundy@ed.act.edu.au

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

**Office for Schools  
Tuggeranong Network  
Wanniassa School  
Finance Officer  
Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 24470)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

Wanniassa School Senior Campus is seeking a highly motivated person to fill the role of Finance Officer. The successful applicant will possess excellent communication and customer service skills and have the ability to work within a busy work environment that has competing demands. The position also requires the ability to work flexibly and effectively covering finances for a P - 10 School on dual campuses.

Eligibility/Other Requirements: This position requires a high understanding of financial management and computer systems. First aid qualifications or willingness to undertake appropriate training is desirable.

Contact Officer: Maddie Mackay (02) 6205 7853 maddie.mackay@ed.act.edu.au

**Office for Schools  
South and Weston Network  
Canberra College  
School Administrative Assistant  
School Assistant 2 \$38,098 - \$42,249, Canberra (PN: 00862)**

Gazetted: 10 February 2012

Closing Date: 24 February 2012

Canberra College is seeking a highly motivated person with outstanding interpersonal skills, who will be required to work as part of a team to provide administrative support to the Principal and staff throughout the school under the direction of the Business Manager.

Eligibility/Other Requirements: A First Aid qualification or willingness to undertake appropriate training is desirable.

Contact Officer: Roseanne Campion (02) 6205 6767 roseanne.campion@ed.act.edu.au

**Environment and Sustainable Development**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded from: <http://www.jobs.act.gov.au/>  
Applications can be sent via email to: [jobs@act.gov.au](mailto:jobs@act.gov.au)**

**Planning Policy  
City Planning  
Transport Planning  
Assistant Manager, Transport Policy  
Senior Officer Grade C \$86,750 - \$93,535, Canberra (PN: 24805)**

Gazetted: 14 February 2012

Closing Date: 6 March 2012

The Transport Planning team is seeking a motivated and enthusiastic individual to fill the role of Assistant Manager, Transport Policy. The Transport Planning unit develops and implements transport policy, integrates transport planning with urban and land use planning, plans transport networks for all modes in an integrated manner, and coordinates the Transport for Canberra policy and program.

Eligibility/Other Requirements: Tertiary policy, planning, economic, legal or other tertiary qualifications would be highly regarded.

Note: This is a temporary vacancy available from 1 March 2012 until 30 June 2012.

Contact Officer: Christine Laurence (02) 6207 7137 christine.laurence@act.gov.au

## **Policy**

### **Nature Conservation Policy**

#### **Natural Environment**

##### **Nature Conservation Strategy Planning Officer**

##### **Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 28279)**

Gazetted: 09 February 2012

Closing Date: 28 February 2012

The Environment and Sustainable Development Directorate is seeking an enthusiastic person for the position of Nature Conservation Strategy Planning Officer to assist implementation of planning for the draft Nature Conservation Strategy in relation to conservation on private land in the ACT.

Eligibility/Other Requirements: Tertiary qualifications in science, environmental science, natural resource management (NRM) or other relevant disciplines, and experience in conservation and NRM incentive programs, community outreach, and ecological restoration would be an advantage.

Note: This is a temporary position from 1 March 2012 until 30 June 2014. Selection may be based on application and referee reports only. Applicants will be required to supply two written referee reports addressing the selection criteria with the application.

Contact Officer: Tim Wong (02) 6205 3806 tim.wong@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**

#### **Human Resource Management**

##### **Organisation Development**

##### **Director, Organisational Development**

##### **Senior Officer Grade A \$119,042, Canberra (PN: 23771)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

This position provides Organisational Development (OD) and Human Resource Development (HRD) service across the Health Directorate to assist in building the capacity of staff and promoting ongoing learning and development within the organisation.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Judi Childs (02) 6205 1083

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

#### **Surgery and Oral Health**

##### **Operating Room**

##### **OR Nurse Manager**

##### **Registered Nurse Level 3.2 \$94,804, Canberra (PN: 25123)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

Applications are invited for this dynamic position, managing the instrument and circulating staff and resources for a 13 operating theatre tertiary level trauma and elective perioperative unit. This unit services a range of 13 surgical specialties for the ACT and surrounding region.

Eligibility/Other Requirements: Registered or eligible for registration with the Nursing and Midwifery Board of Australia, Australian Health Practitioner Regulation Agency (AHPRA).

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Rhona JasonSmith (02) 6244 3051

### **Strategy and Corporate**

#### **Policy and Government Relations**

##### **Aboriginal and Torres Strait Islander Health Staff**

##### **APTSRH Project Coordinator**

##### **Senior Officer Grade C \$86,750 - \$93,535, Canberra (PN: 17299)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The Aboriginal and Torres Strait Islander Health Unit of the Policy and Government Relations Branch is responsible for implementing the ACT's Implementation Plan for the COAG Indigenous Early Childhood Development National Partnership Agreement including the Antenatal, Pre-Pregnancy and Teenage Sexual and Reproductive Health Project (APTSRH). The Project Coordinator will report to the Manager, Aboriginal and Torres Strait Islander Health Unit.

Eligibility/Other Requirements: A tertiary qualification in health/social science is highly desirable. Previous experience working with Aboriginal and Torres Strait Islander peoples is essential.

Note: This is a temporary position until 30 June 2014. Part-time hours will be considered. Selection may be based by claims against the selection criteria, resume and referee reports only. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Josephine Smith (02) 6207 9172

**Strategy and Corporate  
Business and Infrastructure  
Business Support Services  
Senior Radiation Engineer  
Health Professional Level 4 \$83,816 - \$90,372, Canberra (PN: 23943)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

We are seeking a suitably qualified and experienced person with the ability to provide leadership and their technical expertise to the Radiation Engineering team based at The Canberra Hospital. This team provides critical first line repair and maintenance services for various items of biomedical equipment, particularly for Varian Medical Linear Accelerators (Clinacs). The Hospital has four Clinacs and multiple x-ray and other radiation systems for which training is provided as required. Other opportunities for professional development are also provided and strongly supported. The vision of the Radiation Engineering team is to provide timely and responsive client focused services with the emphasis on making the experience for cancer patients receiving treatment on the Clinacs as advanced, efficient and smooth as possible. This is a great opportunity to work with a dynamic professional team in Canberra where the quality of life is superior to many other cities in the world. Canberra is within a couple of hours drive of ski fields, ocean beaches and great agricultural produce as well as being within easy reach of the bustle of Sydney and Melbourne.

Eligibility/Other Requirements: An approved technical or professional qualification or equivalent relevant training and experience.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Sean Geoghegan (02) 6244 2256 sean.geoghegan@act.gov.au

**Canberra Hospital and Health Services**

**Medicine**

**Renal**

**Renal Home Therapies RN**

**Registered Nurse Level 2 \$75,514 - \$80,184, Canberra (PN: 26807)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

Renal Home Therapies is seeking a Registered Nurse to join the Renal Home Therapies multi disciplinary team in training clients to perform dialysis at home. The successful applicant will provide training and ongoing support to home dialysis clients. This is a part time position. We are seeking a highly motivated Registered Nurse who will enhance our team and provide excellent client care.

Eligibility/Other Requirements: Applicant is registered or eligible for registration with the Australian Health Practitioners Registration Board. Holds or working towards a post registration qualification in renal nursing is desirable.

Note: This is a part-time position at 18 hours per week. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Anne Maguire (02) 6244 3350

**Canberra Hospital and Health Services**

**Capital Region Cancer Service**

**Cancer Nursing**

**Chemotherapy Nurse**

**Registered Nurse Level 2 \$75,514 - \$80,184, Canberra (PN: 15659)**

Gazetted: 16 February 2012

Closing Date: 29 February 2012

Applications are invited from enthusiastic, innovative and committed Registered Nurses interested in making a difference within the Oncology Outpatient Clinic. The Registered Nurse is responsible for providing clinical nursing care for patients utilizing current best evidence and practice initiative. The successful applicant will work within a multidisciplinary team within a supported environment.

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

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and include with your application.

Contact Officer: Denise Breust (02) 6244 2881

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Medical Imaging**

**Medical Imaging Nurse**

**Registered Nurse Level 2 \$75,514 - \$80,184, Canberra (PN: 26688)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The opportunity exists for a dynamic, motivated person to fill the position of Registered Nurse Level 2 in the Canberra Hospital's Medical Imaging Department. The successful applicant must have demonstrated abilities, knowledge and skill in interventional and diagnostic Radiology nursing, be a team leader for less experienced staff and demonstrate involvement in Departmental service quality improvement initiatives.

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

Note: This position is a permanent vacancy. Appointment will be by application and references only.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Greg Morley 0439 492 056

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

#### **Surgery and Oral Health**

##### **Medical Staff**

##### **Business Information Manager/Project Manager**

##### **Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 23377)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

An opportunity is available for an appropriately skilled Business Information Manager/Project Manager to work in a dedicated and highly motivated team. We are seeking applications from people who have relevant knowledge and understanding of data management and project management and who can develop and implement a continuous quality improvement process for data collection and can contribute to proactive system improvement. Duties include: Support the development and implementation of guidelines and business processes for ensuring efficient and effective data collection. Data monitoring and compliance. Retrieval and dissemination of information and responding to system problems liaising with relevant stakeholders. Contribute data and information to assist benchmarking. Research and other studies in liaison with operational managers and to provide and assist in the management and implementation of new data and information initiatives in the program and provide training as necessary. The successful applicant will have excellent communication skills and the ability to work flexibly within a multidisciplinary team.

Eligibility/Other Requirements: An in-depth knowledge of, and experience with Project Management and Information Management. Knowledge and experience in the use of data systems in the healthcare sector and associated business processes. Knowledge of data quality processes. Experience and knowledge in information management principles. Relevant tertiary qualifications are desirable.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Nicole Burke (02) 6244 4175

### **Director General Reports**

#### **Financial Management**

##### **Revenue Accounts Section**

##### **Assistant Manager, Patients Accounts Office**

##### **Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 20921)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The Patients Accounts Office provides financial and administrative support including processing accounts receivable, resultant follow-up and liaison and debt recovery for both inpatients and outpatients of the Canberra Hospital. The team also provides a Sundry Debtor and the Cashier Service for all operational areas of the Health Directorate. The Assistant Manager assists the Manager of the Team, with particular responsibility for the Cashiers office.

Eligibility/Other Requirements: Progression towards accounting and/or business management qualification will be of benefit.

Note: Selection may be based on application and referee reports only. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Kathryn Watts (02) 6244 2242

### **Strategy and Corporate**

#### **Service and Capital Plan**

##### **Capital Asset Development Plan**

##### **Compliance and Development Manager**

##### **Administrative Services Officer Class 6 \$68,184 - \$78,324, Canberra (PN: 27340)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

We are seeking a highly motivated, enthusiastic and well organised person interested in filling the position of Compliance and Development Manager within the Property Management and Maintenance Area of Health. The successful applicant will report to the Senior Manager Property Management and Maintenance and work closely with the Senior Manager Engineering Services and across various business units at the Canberra Hospital.

Eligibility/Other Requirements: Experience in high-level office administration and work in a Health facility environment is highly desirable.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Bernie Wall (02) 6244 2407 [Bernie.Wall@act.gov.au](mailto:Bernie.Wall@act.gov.au)



**Strategy and Corporate  
Human Resource Management  
Organisational Development  
Training Officer**

**Administrative Services Officer Class 6 \$68,184 - \$78,324, Canberra (PN: 28552)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The Training Officer under limited direction will undertake the training associated with the roll out of the Respect, Equity and Diversity Framework and contribute to other Organisational Development initiatives as needed.

Eligibility/Other Requirements: Tertiary qualifications, such as a Certificate IV in Workplace Training and Assessment or equivalent, are desirable.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Flavia D'Ambrosio (02) 6207 4835

**Canberra Hospital and Health Services**

**Operational Support**

**Personal Assistant to Executive Director**

**Administrative Services Officer Class 5 \$63,440 - \$67,269, Canberra (PN: 13141)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

This position is a full-time permanent position, managing the daily activities of the office of the Executive Director; co-ordinating and preparing a range of correspondence; providing secretariat support to committees; undertaking research tasks and initiating action to ensure the timely response to request for information. Applicants will need to have excellent communication, organisational and time management skills with the ability to liaise effectively with staff at all levels.

Note: Selection may be based on application and referee reports only. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Rosemary O'Donnell (02) 6244 3603

**Director General Reports**

**Financial Management**

**Revenue and Financial Support**

**Billing Administrator**

**Administrative Services Officer Class 5 \$63,440 - \$67,269, Canberra (PN: 01978)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The Patients Accounts Office provides financial and administrative support including processing accounts receivable, resultant follow-up and liaison and debt recovery for both inpatients and outpatients of the Canberra Hospital. The team also provides a Sundry Debtor and the Cashier Service for all operational areas of the Health Directorate. The Billing Administrator manages the work flow and direction of the small team responsible for the raising of invoices within the billing system, using appropriate documentation and procedures.

Eligibility/Other Requirements: Progression towards accounting and/or business management qualification will be of benefit.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Kathryn Watts (02) 6244 2242 [kathryn.watts@act.gov.au](mailto:kathryn.watts@act.gov.au)

**Director General Reports**

**Financial Management**

**Revenue and Financial Support**

**Cashier**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 02945, several)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The Patients Accounts Office provides financial and administrative support including processing accounts receivable, resultant follow-up and liaison and debt recovery for both inpatients and outpatients of The Canberra Hospital. The team also provides a Sundry Debtor and the Cashier Service for all operational areas of the Health Directorate. The Cashier is a Collector of Public Monies for the Health Directorate, receipting payments for a several Accounts Receivable systems, utilising multiple payment types. The Cashier is responsible for a significant float of public monies and provides petty cash reimbursement across the Health Directorate. The Cashier is required to reconcile all monies, systems and payment types on a daily basis. We are looking for reliable and responsible individuals, able to work in a self-directed manner, while appreciating they are part of a wider financial team. A high degree of accuracy is required, along with the ability to handle constant interruptions as this role interacts with the public, staff, patients and their family and a range of stakeholders.

Eligibility/Other Requirements: Progression towards accounting qualification will be beneficial.

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. Selection may be based on application only, so please ensure you fully address the selection criteria and supply at least one written referees report with your application.

Contact Officer: Kathryn Watts (02) 6244 2242 [kathryn.watts@act.gov.au](mailto:kathryn.watts@act.gov.au)

**Director General Reports**

**Financial Management**

**Revenue and Financial Support**

**Accounts Officer**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 02944, several)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

The Patients Accounts Office provides financial and administrative support including processing accounts receivable, resultant follow-up and liaison and debt recovery for both inpatients and outpatients of the Canberra Hospital. The team also provides a Sundry Debtor and the Cashier Service for all operational areas of the Health Directorate. The Billing Officer is responsible under general direction for the raising of invoices within the billing system, using appropriate documentation and procedures. The Debt Recovery Officer is responsible for the follow-up of outstanding accounts, including liaison with appropriate third parties and interaction with patients, as required.

Note: There are several Accounts Officer positions available as Billing Officers and Debt Recovery Officers, please indicate your preference when applying. Part-time hours will also be considered; please state preferred days and times in your application. Selection may be based on application and referee reports only. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Kathryn Watts (02) 6244 2242 [kathryn.watts@act.gov.au](mailto:kathryn.watts@act.gov.au)

**Canberra Hospital and Health Services**

**Capital Region Cancer Service**

**Cancer Stream Administration**

**Community Health Intake Supervisor**

**Administrative Services Officer Class 3 \$51,032 - \$55,076, Canberra (PN: 25688)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

Community Health Intake (CHI) is seeking applications for a highly motivated and enthusiastic person to fill a permanent full-time vacancy. As Supervisor you will support the role of the Community Health Intake Manager and provide training to new staff including ongoing training and support to CHI staff ensuring quality customer service is provided to Health Consumers. The successful applicant will contribute to staff rostering and provide support for call flow on the Intake line; and will be required to supervise several administration support officers and oversee the CHI Unit.

Eligibility/ Other Requirements: Knowledge of ACT Health Patient Administration System (ACTPAS).

Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application including two written referee reports from a current supervisor/manager.

Contact Officer: Bernadette Armati (02) 6205 2339

**Justice and Community Safety**

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

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

**ACT Government Solicitor**

**Civil Litigation**

**Principal Solicitor**

**Legal 2 \$117,119 - \$121,932, Canberra (PN: 48990)**

Gazetted: 13 February 2012

Closing Date: 28 February 2012

The ACT Government Solicitor (ACTGS) is the principal legal service provider to the ACT Government and its agencies. ACTGS operates through two groups: Government Law and Litigation; and Property and Commercial. Solicitors in the Government Law and Litigation group are required to provide timely and effective legal advice; represent clients before courts, ACAT, FWA, Federal AAT; and liaise with clients; provide training to clients; behave as a model litigant; and comply with office management procedures. Legal 2s are also required to supervise, guide and mentor Legal 1s. The successful applicant will be working as part of a team with other solicitors on a range of significant and interesting matters in the following areas: civil claims by and against the Territory; personal injuries claims; medical malpractice claims; breach of contract; coronial inquests and victims of crime compensation. Experience in the conduct of personal injury litigation is essential. Applicants must be admitted to legal practice, have significant post admission experience related to the legal services provided by the Government Law and Litigation team and experience in the supervision, guidance and mentoring of solicitors.

Eligibility/Other Requirements: Applicants must be admitted (or eligible for admission) as an Australian legal practitioner. Salary will be dependent upon relevant qualification, experience and demonstrated ability against the selection criteria.

Note: An order of merit may be established from this recruitment process and used to fill other vacancies at level that may occur over the next 12 months. This position is temporary for the period of 12 months commencing in April 2012 until 23 March 2013.

Contact Officer: Sky Sim (02) 6207 0634 [sky.sim@act.gov.au](mailto:sky.sim@act.gov.au)

**Public Trustee for the ACT**

**Senior Trust Officer**

**Trust Officer Level 2 \$67,845 - \$82,862, Canberra (PN: 43730, expected vacancy)**

Gazetted: 13 February 2012

Closing Date: 20 February 2012

The Public Trustee is looking for a person who as part of the Estates and Trust team takes on the responsibilities of administration of the more complex deceased estates and trusts and the preparation of Wills and Enduring Powers of Attorney. Communicating with external clients is a key part of this role excellent interpersonal skills and extensive experience in dealing with a broad range of is essential.

Eligibility/Other Requirements: Demonstrated experience in a similar position is essential, together with driver's licence and computer literacy applications are considered essential. Completion or partial completion of legal studies, accounting or other recognised relevant Trustee industry qualification is desirable.

Note: As face to face interviews may not be conducted, applicants should include two referee reports with their application. The occupant may be required to rotate throughout other positions at the same classification within the Public Trustee for the ACT.

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

**ACT Magistrates Court  
Business Services  
Forensic Medicine Centre  
Mortuary Technician**

Technical Officer Level 3 \$59,080 - \$67,031, Canberra (PN: C09345, several)

Closing Date: 29 February 2012

The ACT Forensic Medicine Centre in Phillip is seeking casual Mortuary Technicians to assist pathologists conduct autopsies on behalf of the ACT Coroner. Casual Mortuary Technicians are renumerated as a Technical Officer Level 3 and applicable pro-rata salary, casual loading and penalty rates are outlined in the Justice and Community Safety Enterprise Agreement available on the JACS website [www.justice.act.gov.au](http://www.justice.act.gov.au). The Forensic Medicine Centre will consider training candidates who have highly transferable skills and qualifications and meet the necessary requirements.

Eligibility/Other Requirements: Relevant qualifications in Mortuary Practice and/or a degree in the field of Science or Health Sciences or course work in Biology or Forensics, preferably including physiology/anatomy; or any combination of education or experience which would demonstrate the ability to perform the work of a Mortuary Technician. Six months experience in a morgue, mortuary or similar setting. Knowledge of Workplace Safety Management with regards to chemical hazards and infectious material.

Note: Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages addressing the selection criteria, contact details of at least two referees and a current curriculum vitae.

Expressions of interest will be used to shortlist applicants for interview or a familiarisation program. These casual positions may involve varying periods of duty and the successful applicants will be expected to work within and outside of usual work hours. The successful applicants will be required to be vaccinated against Hepatitis B and other applicable vaccine. Employment is subject to an acceptable Criminal Record by the Australian Federal Police.

Contact Officer: Cindy Hansen (02) 6205 5545 [cindy.hansen@act.gov.au](mailto:cindy.hansen@act.gov.au)

**Emergency Services Agency  
ACT Fire and Rescue  
Fire Fighter in Training  
FB1 (FF 4th Class in Training) \$57,214, Canberra (PN: 46152)**

Gazetted: 10 February 2012

Closing Date: 27 February 2012

ACT Fire and Rescue is seeking applications from men and women from a diverse range of backgrounds to fill a number of Fire Fighter vacancies.

Eligibility/Other Requirements: available at <http://esa.act.gov.au/actfr/careers/>

Note: For more information, and to access the on-line application form, go to [www.effectivepeople.com.au](http://www.effectivepeople.com.au), or telephone Effective People Pty Ltd on (02) 6162 2000. Applications close 10am, Monday 27 February 2012

Contact Officer: Effective People (02) 6162 2000 [leigh.curtis@act.gov.au](mailto:leigh.curtis@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)**

**Directorate Services  
Governance  
Government Business  
Assistant Manager Cabinet and Ministerial Support  
Senior Officer Grade C \$86,750 - \$93,535, Canberra (PN: 00498)**

Gazetted: 13 February 2012

Closing Date: 27 February 2012

The Assistant Manager, Cabinet and Ministerial Support (CAMS), supports the Manager of CAMS in the delivery of Ministerial, Assembly and Cabinet services for the Directorate. The position also supports the TAMS Director General, Deputy Director General and Executive Directors in ensuring timely and high quality advice to the Minister's office. The position deals daily with the Minister's office, and is expected to be responsive to the Minister's requirements, facilitating the delivery of advice and written material from the Directorate. The Assistant Manager will also be expected to provide

leadership to other staff and posses an excellent customer service approach. In addition, the position will actively practice outreach across the Directorate, through the provision of information and other services to enhance the skills and knowledge of Directorate staff.

Eligibility/Other Requirements: Experience in similar roles preferred. A high standard of written communication mandatory.

Note: All applications, including application cover sheet, your written response to the selection criteria, resume and referee report must be submitted to Shared Services. Successful candidate may be selected by application and referee reports only.

Contact Officer: Rachael Taylor (02) 6207 0273 rachael.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.

### **Treasury**

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

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

#### **Shared Services**

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

##### **Operations/Service Integrity and Compliance**

##### **Change Manager**

##### **Senior Officer Grade A \$115,016, Canberra (PN: 10273)**

Gazetted: 10 February 2012

Closing Date: 28 February 2012

The successful applicant will be required to manage and lead the request for, approval and implementation of change to Shared Services ICT infrastructure and services and to manage the impact of such change with key stakeholders. Define, deploy and maintain effective and efficient Change and Release management processes.

Eligibility/Other Requirements: Possession of ITIL Foundation Certificate and ITIL Change Management Practitioner Certificate would be advantageous.

Contact Officer: Mark Braham (02) 6207 8750 mark.braham@act.gov.au

#### **Shared Services**

##### **HR Services**

##### **Health and Safety**

##### **Senior Safety Advisor**

##### **Senior Officer Grade C \$83,816 - \$90,372, Canberra (PN: 09079)**

Gazetted: 15 February 2012

Closing Date: 6 March 2012

The Shared Services Health and Safety Team is seeking applications from candidates interested in joining its dynamic and developing team. The successful applicant will be asked to use their high level safety skills to support and deliver targeted, systematic and whole of Government health and safety initiatives and work programs. Work closely with clients to identify opportunities for improvement and for implementation of best practice health and safety systems, policies and procedures.

Eligibility/Other Requirements: Qualifications in Occupational Health and Safety, Human Resources or a related field, and eligibility for membership of a relevant professional organisation are highly desirable.

Note: There will be a 3.5% salary increase upon endorsement of new certified agreement.

Contact Officer: David Pitt (02) 6205 0318 david.pitt@act.gov.au

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

#### **Shared Services**

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

##### **Business Development/Business Applications and Support**

##### **Applications Delivery Officer**

##### **Senior Information Technology Officer Grade C \$83,816 - \$90,372, Canberra (PN: 14580)**

Gazetted: 14 February 2012

Closing Date: 29 February 2012

Maintain and facilitate compliance to PRINCE2® governance underpinning the delivery of software-intensive systems built on Microsoft technologies. Provide quality assurance on the Software Development Lifecycle practices adopted by the Microsoft.NET Team and as directed by the Team Leader, including planning and tracking work across resources.

Eligibility/Other Requirements: PRINCE2® Foundation Level accreditation is mandatory. This position is suitable for software developers or business analysts with project support experience in an ICT environment which has a large project support component.

Contact Officer: John Magner (02) 6205 0293 john.magner@act.gov.au

#### **Investment and Economics**

##### **Federal Financial Relations Unit**

##### **Policy Analyst**

##### **Administrative Services Officer Class 6/Senior Officer Grade C \$66,198 - \$90,372, Canberra (PN: 55129)**

Gazetted: 14 February 2012

Closing Date: 28 February 2012

An excellent opportunity to work in a central office on national issues has become available in the Federal Financial Relations Unit of the Investment and Economics Division. The ACT Treasury Directorate provides strategic financial and economic advice and services to the ACT Government with the aim of improving the Territory's financial position and economic management. The position is part of a small dedicated high-profile professional team tasked with overseeing the day to day operations of the ACT Government's participation in Commonwealth-State financial arrangements in all its forms. The successful applicant will work on national issues applied in a unique public sector context encompassing a combination of both State and Local Government functions within a National Capital/Seat of the Federal Government framework; contribute to the decision making process at the highest level of Government; participate in intergovernmental forums and working parties; develop a network of contacts both locally and nationally; be supervised by experienced senior officers; and be located in the CBD. For its part, the team requires an officer who has a working knowledge of the COAG endorsed *Intergovernmental Agreement on Federal Financial Relations* and associated operations of the *Commonwealth Grants Commission*; sound writing skills; and an ability to undertake research and quantitative analysis. Eligibility/Other Requirements: Qualifications in Economics, Commerce or Accounting or related disciplines or relevant experience.

Note: This position may be filled as an ASO6 or SOGC dependent on experience. A new enterprise agreement is being negotiated with an expected salary increase of 3.5%. A flexible and attractive remuneration package will be negotiated based on experience which will determine the level of the position **plus** employer funded superannuation and other contemporary entitlements. Applications must address the Selection Criteria.

Contact Officer: John Purcell (02) 6207 0269 john.purcell@act.gov.au

## **APPOINTMENTS**

### **Canberra Institute of Technology**

#### **Administrative Services Officer Class 6 \$66,198 - \$76,043**

Ronald Peter Crichton 821-00290, Section 68(1), 13 February 2012

#### **Administrative Services Officer Class 3 \$49,306 - \$53,214**

Simone Miller 827-16239, Section 68(1), 9 February 2012

### **Community Services**

#### **Health Professional Level 3 \$75,082 - \$79,222 (up to \$83,251 on achieving a personal upgrade)**

Sandra Frances Davis 816-77848, Section 68(1), 13 February 2012

#### **Graduate Administrative Assistant \$56,879 - \$58,685**

Hayford Otchere 827-61064, Section 68(1), 6 February 2012

#### **Graduate Administrative Assistant \$56,879 - \$58,685**

Christopher Phillipson 827-61216, Section 68(1), 6 February 2012

### **Health**

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Kara Allen 827-50955, Section 68(1), 13 February 2012

#### **Enrolled Nurse Level 1 \$46,825 - \$50,191**

Gemma Robyn Anderson 827-59511, Section 68(1), 13 February 2012

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Gifty Antwi 827-51771, Section 68(1), 13 February 2012

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Joelle Arguta 827-50963, Section 68(1), 13 February 2012

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Abuk Atem 827-51798, Section 68(1), 13 February 2012

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Nikki Ayers 827-51800, Section 68(1), 13 February 2012

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Lucy Boswell 831-23216, Section 68(1), 13 February 2012

#### **Administrative Services Officer Class 2/3 \$44,804 - \$55,076**

Vivien Boyton 795-53774, Section 68(1), 2 February 2012

#### **Registered Nurse Level 1 \$51,872 - \$70,092**

Christine Burrows 827-50971, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Zoe Carter 827-51990, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

James Chapman 828-65509, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Portia Chideya 827-59490, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Thokozile Chihono 827-59431, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Rosemary Chikanga 827-59466, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Amy Clark 827-55588, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Victoria Clarke 827-50998, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Elisha Clyde-Smith 827-51018, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Rachel Colwell 827-51026, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Kimann Cook 827-62286, Section 68(1), 6 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Aleisha Crabb 827-51034, Section 68(1), 13 February 2012

**Senior Officer Grade C \$86,750 - \$93,535**

Vanessa Dal Molin 835-63342, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Lizanne Dalgleish 827-51042, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Gloria Lee Davison 827-59415, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Courtney De Corso 827-55617, Section 68(1), 13 February 2012

**Radiation Therapist Grade 2 \$54,876 - \$76,620**

Brendan Donovan 827-57823, Section 68(1), 10 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Narelle Duncan 827-51085, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Anita Dunn 827-51093, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Zanna-Rose Dwyer 827-51886, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$53,688 - \$72,545**

Lana Earnshaw 833-47906, Section 68(1), 15 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Monique Fernie 827-55561, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Ainslie Joanne Fitzsimmons 827-59458, Section 68(1), 13 February 2012

**Health Professional Level 2 \$50,796 - \$70,459**

Giovanna Giaccio 827-62083, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Hannah Grist 827-51122, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Jennifer Hanlon 827-51130, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Veronica Harms 827-51149, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Ruth Hearnshaw 827-51931, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Michelle Hickson 827-51165, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Jacob Hollis 827-51181, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Alexandra Irlam 827-55553, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Kira Johnsen 827-51210, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Kareena Johnson 827-51229, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Vicki Knox 827-51245, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Joshua Kristy-Purcell 827-51253, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Andrea Lanagan 827-51261, Section 68(1), 13 February 2012

**Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade)**

Philippa Larkin 827-58527, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Tamara Larsen-Tacon 827-52188, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Melanie Lee 827-51296, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Shannyn Lorkin 827-51309, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Matthew Maher 827-52037, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Ashley Mannino 827-51333, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Charlotte Matthews 827-51341, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Sally McCloy 827-51376, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Laura Mertin 827-59546, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Danielle Miinchow 827-59968, Section 68(1), 9 January 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Helen Grace Miller 827-61304, Section 68(1), 13 February 2011

**Registered Nurse Level 1 \$51,872 - \$70,092**

Benjamin Neit 827-51384, Section 68(1), 13 February 2012

**Radiation Therapist Grade 2 \$54,876 - \$76,620**

Stephanie Nicholls 827-57807, Section 68(1), 10 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Aileen Erin Parley 827-59482, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Stephanie Phillips 827-51421, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Jenna Porritt 827-51448, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Nordeezza Quitoriano 831-23953, Section 68(1), 6 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Sarah Ramsay 827-51464, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Pacita Ramsden 827-51472, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Susanne Rann 827-59503, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Victoria Ringer 827-51480, Section 68(1), 13 February 2012

**Administrative Services Officer Class 2 \$44,804 - \$49,683**

Kelly Rush 829-68639, Section 68(1), 19 January 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Priscilla Salvestro 831-22176, Section 68(1), 13 February 2012

**Enrolled Nurse Level 1 \$46,825 - \$50,191**

Carolyn Sentance 827-59474, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Philippa Sokolovic 827-51536, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Bridget Stanton 827-51560, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Ezrela Sy 799-93876, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Annabel Taylor 827-51608, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Margarita Thomas 827-51624, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Roisin Tiernan 827-51616, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Laura Turner 827-51632, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Leva Vafaei 827-51640, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Sarah Vella 827-51659, Section 68(1), 13 February 2012

**Registered Nurse Level 1 \$51,872 - \$70,092**

Melissa Williams 827-51667, Section 68(1), 13 February 2012

**Administrative Services Officer Class 6 \$68,515 - \$78,705**

Guojun Zhu 820-84649, Section 68(1), 1 February 2012



**Justice and Community Safety**

**Administrative Services Officer Class 5 \$63,440 - \$67,269**

Katie Ann Saarikko 797-52693, Section 68(1), 13 February 2012

**Treasury**

**Administrative Services Officer Class 4 \$54,956 - \$59,668**

Shayne Rachel Pieterse 827-62198, Section 68(1), 11 February 2012

**TRANSFERS**

**Health**

**Kelly Chase: 795-56190**

From: Registered Nurse Level 1 \$51,872 - \$70,092

Health

To: Registered Nurse Level 1 \$51,872 - \$70,092

Health, Canberra (PN. 21166) (Gazetted 17 November 2011)

**PROMOTIONS**

**Canberra Institute of Technology**

**Centres**

**Building and Environment Centre**

**Angela Helen Tyrrell: 713-07587**

From: Administrative Services Officer Class 3 \$49,306 - \$53,214

Canberra Institute of Technology

To: Administrative Services Officer Class 5 \$61,295 - \$64,994

Canberra Institute of Technology, Canberra (PN. 19000) (Gazetted 8 March 2011)

**Community Services**

**Policy and Organisational Services**

**Governance, Advocacy and Community Policy**

**Community Development**

**Julian Dennis: 827-30233**

From: Graduate Administrative Assistant \$56,879 - \$58,685

Community Services

To: Administrative Services Officer Class 5 \$63,440 - \$67,269

Community Services, Canberra (PN. 27381)

This promotion is to a non-advertised position.

**Education and Training**

**Executive Director School Improvement**

**North and Gungahlin Network**

**Harrison School**

**Patricia Coghlan: 820-76497**

From: Administrative Services Officer Class 2 (ETD) \$44,804 - \$49,683

Education and Training

To: Administrative Services Officer Class 3 \$51,032 - \$55,076

Education and Training, Canberra (PN. 20849) (Gazetted 5 December 2011)

**School Improvement**

**North and Gungahlin Network**

**Harrison School**

**Vickie Taylor: 777-87876**

From: School Assistant 2 \$38,098 - \$42,249

Education and Training

To: School Assistant 3 \$41,927 - \$45,251

Education and Training, Canberra (PN. 26740) (Gazetted 5 December 2011)

**Environment and Sustainable Development**

**Planning Delivery  
Lease Administration  
DA Leasing**

**Rhonda Myers: 543-36415**

From: Administrative Services Officer Class 6 (2012) \$68,515 - \$78,705

Environment and Sustainable Development

To: †Senior Officer Grade C \$86,750 - \$93,535

Environment and Sustainable Development, Canberra (PN. 22561) (Gazetted 8 December 2011)

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.

**Health**

**Canberra Hospital and Health Services  
Critical Care and Imaging  
Emergency**

**Angela Abigail: 771-97323**

From: Registered Nurse Level 3.1 \$86,796 - \$90,368

Health

To: †Registered Nurse Level 3.2 \$98,122

Health, Canberra (PN. 22378) (Gazetted 24 November 2011)

**Canberra Hospital and Health Service  
Brett Carruthers: 827-23375**

From: Enrolled Nurse Level 1 \$46,825 - \$50,191

Health

To: Registered Nurse Level 1 \$51,872 - \$70,092

Health, Canberra (PN. 25510) (Gazetted 16 June 2011)

**Canberra Hospital and Health Service  
Simon Coffey: 821-09439**

From: Enrolled Nurse Level 1 \$46,825 - \$50,191

Health

To: Registered Nurse Level 1 \$51,872 - \$70,092

Health, Canberra (PN. 25533) (Gazetted 16 June 2011)

**Mental, Justice Health and Alcohol and Drug  
Adult Community and Older Persons**

**Jean Fitzroy: 796-73565**

From: Health Professional Level 2 \$50,796 - \$70,459

Health

To: Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade)

Health, Canberra (PN. 29229) (Gazetted 12 January 2012)

**Canberra Hospital and Health Service  
Perla Smith: 762-81021**

From: Enrolled Nurse Level 1 \$46,825 - \$50,191

Health

To: Registered Nurse Level 1 \$51,872 - \$70,092

Health, Canberra (PN. 25548) (Gazetted 16 June 2011)

**Canberra Hospital and Health Service  
Andrew Whitfeld: 771-94333**

From: Enrolled Nurse Level 1 \$46,825 - \$50,191

Health

To: Registered Nurse Level 1 \$51,872 - \$70,092

Health, Canberra (PN. 25516) (Gazetted 16 June 2011)

**Territory and Municipal Services**

**Parks and City Services  
Libraries ACT  
Public Libraries**

**Didien Muhardini Orme: 816-84773**

From: Administrative Services Officer Class 2 (2012) \$44,804 - \$49,683

Territory and Municipal Services

To: †Administrative Services Officer Class 3 \$51,032 - \$55,076

Territory and Municipal Services, Canberra (PN. 22113) (Gazetted 26 August 2011)

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.

**Treasury**

**Shared Services  
Information and Communications Technology  
Customer Relations - Health ICT**

**Melinda Jeffery: 762-90673**

From: Administrative Services Officer Class 6 \$66,198 - \$76,043

Treasury

To: †Senior Officer Grade C \$83,816 - \$90,372

Treasury, Canberra (PN. 02305) (Gazetted 19 October 2011)

**CORRIGENDA**

**Chief Minister and Cabinet**

Administrative Services Officer Class 5 \$63,440 - \$67,269

Alison Louise Taylor 827-59810, Section 68(1), 20 February 2012

Note: Correction to the start date originally published 20 January 2012