



ACT Government Gazette

Gazetted Notices for the week beginning 16 August 2012

Executive Notices

Chief Minister and Cabinet

Engagement

Pamela Davoren – Deputy Director-General, Policy and Cabinet (E683) – 10.8.12 Section 72 of the Public Sector Management Act 1994

Economic Development

Contract Cessation

Neal Guthrie – General Manager, Tourism, Events and Sport, (E512) – 12.8.12

VACANCIES

Calvary Health Care ACT (Public)

Medical Services

Obstetrics and Gynaecology

Senior Registrar

Senior Registrar \$124,330, Canberra (PN: 7457)

Gazetted: 17 August 2012

Closing Date: 21 September 2012

We are seeking an experienced Senior Registrar to work within our Obstetrics and Gynaecology Department, covering delivery suite, theatre and the maternity ward. In addition, there are opportunities for advance gynaecological surgeries including laparoscopy and urogynaecology. As a teaching hospital of the ANU and an accredited training department with RANZCOG, Calvary Obstetrics and Gynaecology provides high level of support and training to our medical staff. Oncall support for the neonatal unit and delivery suite is provided by Paediatric VMOs to Calvary and a neonatal service at the Canberra hospital. There are on site Anaesthetics, ICU and Medical services. This would be a 12 month contract commencing 21 January 2013. Calvary is close to the heart of the city with quality schools, Universities, and excellent sporting and recreational facilities close to hand. Ski fields and the South Coast are in easy driving distance. Great food, fantastic markets, restaurants galleries and live entertainment are at your doorstep. For further enquires please contact Marcia Beere, Medical Services Manager on (02) 6264 7129. For selection documentation and further information about Calvary Health Care ACT visit our website at www.calvary-act.com.au

Eligibility/Other Requirements: Selection Criteria

Contact Officer: Marcia Beere 02 6264 7129 marcia.beere@calvary-act.com.au Applications can be forwarded to: recruitment@calvary-act.com.au

Allied Health

Aboriginal and Torres Strait Islander Liaison Officers

Administrative Services Officer Level 4 - 6 dependent upon experience \$68,515 - \$78,705, Canberra (PN: Various)

Gazetted: 22 August 2012

Closing Date: 5 September 2012

Calvary Health Care ACT is looking for a suitable applicant to fill the position of Aboriginal and Torres Strait Liaison Officer. The successful applicant will require knowledge of Aboriginal and Torres Strait Islander communities and the health issues which affect these communities. They will also possess a demonstrated knowledge and understanding of Aboriginal and Torres Strait Islander societies and cultures and have an understanding of the issues affecting Aboriginal and Torres Strait Islander people, particularly in the context of health care services. For further information regarding these positions please contact Christopher Hicks - Director of Allied Health (02) 6264 7239 All applications must address the attached selection criteria.

Eligibility/Other Requirements: Selection Criteria

Contact Officer: Christopher Hicks 02 6264 7239 christopher.hicks@calvary-act.com.au Applications can be forwarded to: recruitment@calvary-act.com.au

Canberra Institute of Technology

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

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

Centres

Centre for Health, Community and Wellbeing

Human Services Teacher

Teacher Band 1 \$62,403 - \$83,963, Canberra (PN: 19302)

Gazetted: 16 August 2012

Closing Date: 4 September 2012

Details: The Centre for Health, Community and Wellbeing at CIT is seeking an individual who has professional knowledge and practical skills appropriate to teaching in a range of human service disciplines relevant to Health and Community Services, in particular: Aged Care, Disability, Enrolled Nursing and/or Nursing Medications.

Eligibility/Other Requirements: Mandatory Qualifications: All Teacher Band 1 teachers will hold: A Training and Assessment Certificate IV level (such as a TAE4110 or equivalent). If the teacher does not hold this qualification he or she must attain the qualification in full in the first 12 months of employment in order to maintain employment; and appropriate industry competencies demonstrated by the following qualifications: Diploma of Disability and/or Diploma of Community Services Coordination. All Teacher Band 1.7 and Teacher Band 1.8 teachers, in addition to the above, are required to hold an: Advanced Diploma in Adult Vocational Education (or equivalent). Mandatory Industry Experience: All Teacher Band 1 teachers are required to have relevant industry experience.

Contact Officer: Lily Muthurajah (02) 6205 7381 lily.muthurajah@cit.edu.au

Centres

Tourism and Hotel Management Centre

Workplace Health and Safety and Customer Service Teacher

Teacher Band 1 \$62,403 - \$83,963, Canberra (PN: 51558)

Gazetted: 21 August 2012

Closing Date: 11 September 2012

Details: The Tourism and Hotel Management Centre of CIT seeks an individual with skills and experience in workplace health and safety and customer service. Within this role the successful applicant will teach as required up to the number of hours prescribed in the relevant award. Advise students on their programs of study and other issues, mark assessments and organise and/or lead relevant fieldwork and student excursions as required. Development of educational resource material, for new and existing programs of study, and suitable assessment instruments will also be required, as will the maintenance of accurate and timely records.

Eligibility/Other Requirements: Mandatory Qualifications: All Teacher Band 1 teachers will hold: A Training and Assessment Certificate IV level (such as a TAE4110 or equivalent). If the teacher does not hold this qualification he/she must attain the qualification in full in the first 12 months of employment in order to maintain employment and; Appropriate industry competencies demonstrated by the following qualifications; Certificate IV in Occupational Health and Safety or equivalent. All Teacher Band 1.7 and Teacher Band 1.8 teachers, in addition to the above, are required to hold an: Advanced Diploma in Adult Vocational Education (or equivalent). Mandatory Industry Experience: All Teacher Band 1 teachers are required to have relevant industry experience.

Notes: This is a temporary part-time position available at 29: 25 hours per week for a period of two years with the possibility of extension. Temporary employment offered as a result of this advertisement may lead to permanent appointment under the ACT Public Service Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2011-2013.

Contact Officer: Fiona Mitchell (02) 6207 3125 fionam.mitchell@cit.edu.au

Centres

Tourism and Hotel Management Centre

Chef

General Service Officer Level 5 \$45,647 - \$48,163, Canberra (PN: 03819)

Gazetted: 22 August 2012

Closing Date: 11 September 2012

Details: The Commercial Operations Team is responsible for a number of the Tourism and Hotel Management Centre's commercial endeavours including Functions, Regional@CIT and Restaurant@CIT. It also has a support role to educational departments of Commercial Cookery and Food and Beverage. Under limited direction: Develop costed menus and pricing for Commercial Operations and associated function and conferences; Liaise with Commercial Operations Manager to ensure appropriate staff requirements are met; Ensure appropriate procedures are observed in the ordering, receipt, storage, issue and preventative maintenance of all stock and equipment for which responsible; and Ensure a high standard of hygiene and safety is maintained in all operational areas.

Eligibility/Other Requirements: Food Safety Supervisors Certificate and Certificate III in Commercial Cookery.

Notes: This is a temporary position available for up to two years.

Contact Officer: Nick Mitchell (02) 6205 1935 nicholas.mitchell@cit.edu.au

Chief Minister and Cabinet

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

Culture and Communications

Centenary of Canberra

Production Coordinator

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 27768)

Gazetted: 22 August 2012

Closing Date: 7 September 2012

Details: Join a dynamic and energetic team preparing to celebrate Canberra's Centenary in 2013 under the direction of Creative Director Robyn Archer AO. The Production Coordinator will work within the Program team to coordinate the planning and delivery of elements of the 100th Birthday Celebrations project. Duties will include project, event and

contract management, production coordination and scheduling. The 100th Birthday event will be delivered over one weekend in March 2013.

Notes: This is a temporary position available from October 2012 to March 2013.

Contact Officer: Teresa Comacchio (02) 6205 8340 teresa.comacchio@act.gov.au

Culture and Communications

Centenary of Canberra Unit

Public Relations Officer

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 30968)

Gazetted: 17 August 2012

Closing Date: 31 August 2012

Details: Join a dynamic and energetic team preparing to celebrate Canberra's Centenary in 2013 under the direction of Creative Director Robyn Archer AO. Reporting to the Senior Public Relations Manager, the primary objective of the Public Relations Officer is to assist the Marketing team to provide positive and extensive promotion of the Centenary of Canberra locally, nationally and internationally. The position is a diverse as part of the marketing and communications team, and will likely involve work in such areas as media liaison, event management, social media, partnerships and internal communications.

Notes: This is a temporary position available from October 2012 to March 2013.

Contact Officer: Teresa Comacchio (02) 6205 8304 teresa.comacchio@act.gov.au

Community Services

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

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

Therapy ACT

Occupational Therapist

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 07442)

Gazetted: 20 August 2012

Closing Date: 4 September 2012

Details: Therapy ACT provides a range of multidisciplinary therapy and support services for children, adolescents and adults with delays in development and developmental disabilities. Services are provided through age-based teams in a range of community settings. The successful Occupational Therapist will provide supervision to staff, assess, plan, implement and evaluate individual and group programs and provide services to promote functional independence through equipment prescription and home modifications.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy. Current Registration as an Occupational Therapist with AHPRA and eligibility for Membership with Australian Occupational Therapy Association. Current driver's license essential.

Note: There are several temporary and possibly permanent positions both part-time and full-time hours.

Contact Officer: Ruth van Ierschoot (02) 6205 1251 ruth.vanierschoot@act.gov.au

Office of Children Youth and Family Services

Aboriginal and Torres Strait Islander Services

ISD for Aboriginal and Torres Strait Islander Families

Senior Case Coordinator

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 15637)

Gazetted: 22 August 2012

Closing Date: 29 August 2012

Details: The occupant of the position will work with an established team of suitability qualified and experienced officers to engage and work with vulnerable Aboriginal and Torres Strait Islander families utilising an integrated model of service delivery. The primary purpose of the role is to provide early intervention and prevention of vulnerable clients coming into contact with statutory services. The occupant will work in a cooperative and collaborative manner with key stakeholders, including other areas of OCYFS, in accordance with relevant legislation, departmental guidelines and case management plans. The occupant will have a demonstrated ability to deliver culturally appropriate support services to Aboriginal and Torres Strait Islander people and possess a good working knowledge and understanding of the care and protection and juvenile justice systems.

Eligibility/Other Requirements: Relevant tertiary qualifications desirable, eg. In Social Work, Psychology, Social Welfare, Social Science or related discipline.

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

Aboriginal and Torres Strait Islander people are encouraged to apply.

Contact Officer: Lee-Anne Daley (02) 6205 4087 lee-anne.daley@act.gov.au

Office for Children, Youth and Family Support

Care and Protection Services

Legal Services

Interstate Liaison Officer

Administrative Services Officer Class 6/Health Professional Level 3 \$70,913 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 07817)

Gazetted: 22 August 2012

Closing Date: 11 September 2012

Details: The Interstate Liaison Officer will work to the Manager, Legal Services, to provide direct support to Office for Children, Youth and Family Support, Care and Protection staff in subpoenas and interstate transfers.

Eligibility/Other Requirements: A relevant tertiary qualification in law, social work or psychology is mandatory for Health Professional Level 3 but not essential as Administrative Officer Class 6.

Note: This position is available at either the *Administrative Service Officer Class 6* or *Health Professional Level 3* classification dependent on the qualifications of the successful applicant.

Contact Officer: Cesira Mussato (02) 6205 8025 cesira.mussato@act.gov.au

Therapy ACT

Occupational Therapist

Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 27495, several)

Gazetted: 17 August 2012

Closing Date: 4 September 2012

Details: Therapy ACT provides a range of multidisciplinary therapy and support services for children, adolescents and adults with delays in development and developmental disabilities. Services are provided through age based teams in a range of community settings. The successful Occupational Therapist will assess, plan, implement and evaluate individual and group programs and provide services to promote independence through equipment prescription and home modifications. Therapy ACT is committed to providing the best service possible and supports staff in professional development to achieve this.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy. Current Registration as an Occupational Therapist with AHPRA and eligibility for Membership with Australian Occupational Therapy Association. Current driver's licence essential.

Notes: There are several Occupational Therapy positions available both temporary until September 2013 and possibly permanent, working both full-time and part-time hours.

Contact Officer: Ruth van Ierschoot (02) 6205 1251 ruth.vanierschoot@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

Office for Schools

South/Weston Network

Red Hill Primary School

Principal (Category 4+)

School Leader A \$114,495-\$149,480, Canberra (PN: 01793)

Gazetted: 22 August 2012

Closing Date: 5 September 2012

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for Teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Steve Kyburz (02) 6205 7194 steve.kyburz@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

Southern Cross Early Childhood School

Deputy Principal

School Leader B \$113,350, Canberra (PN: 25798)

Gazetted: 17 August 2012

Closing Date: 31 August 2012

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Early Childhood qualifications highly desirable.

Contact Officer: Jennie Bailey (02) 6205 9744 jennie.bailey@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

Calwell Primary School

**Deputy Principal
School Leader B \$113,350, Canberra (PN: 04104)**

Gazetted: 16 August 2012
Closing Date: 30 August 2012

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute).

Contact Officer: Linda Neeson (02) 6205 6911 linda.neeson@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.

**Strategy and Coordination
Information, Communications and Governance
Liaison Unit**

**Assistant Manager
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 26550)**

Gazetted: 21 August 2012
Closing Date: 28 August 2012

Details: The Liaison Unit is seeking an Assistant Manager who will be responsible for: approvals for Exemption Certificates and distance education provision for students from ACT public and non-government schools; policy work relating to attendance and enrolment; and secretariat services to the Non-Government Schools Education Council (NGSEC) and maintaining accurate data and reporting trends relating to registration matters and students seeking alternative education options. The Assistant Manager will also liaise with members of the community relating to compliments, concerns and complaints received about ACT public schools and the Directorate, and contribute to the registration of both home educated students and ACT non-government schools. The registration of home educated students includes home visits.

Eligibility/Other Requirements: An ACT Government authorised person under the *Education Act 2004* or the ability to obtain.

Contact Officer: Lynda Tooth (02) 6205 9301 lynda.tooth@act.gov.au

**Strategy and Coordination
Information, Communications and Governance
Liaison Unit**

**Assistant Manager
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 04389)**

Gazetted: 17 August 2012
Closing Date: 24 August 2012

Details: The Liaison Unit is seeking an Assistant Manager who will be responsible for handling the concerns, complaints, compliments and enquiries received from the community relating to ACT public schools and the Education and Training Directorate; and maintaining accurate data and reporting trends relating to concerns and complaints regarding ACT public schools and the Directorate. The Assistant Manager will also liaise with members of the ACT education and wider communities and contribute to the other work areas for which the Liaison Unit is responsible.

Contact Officer: Lynda Tooth (02) 6205 9301 lynda.tooth@act.gov.au

**Office for Schools
South/ Weston Network
The Woden School
Business Manager**

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 00618)

Gazetted: 21 August 2012
Closing Date: 4 September 2012

Details: An exciting opportunity exists to join the collaborative educational team at The Woden School. The successful applicant will be required to, manage and administer all the school's finance and student records, other budgetary and operational tasks and provide administrative support to the Principal and School Board. The position includes supervision of administrative staff, liaising with a diverse client group including students, parents, members of the public, teaching staff, contractors and central office directorate personnel ensuring a high quality customer service is delivered. 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.

Eligibility/Other Requirements: First aid qualifications, or willingness to undertake appropriate training desirable.

Notes: This is a temporary position available until 18 August 2013 with the possibility of extension.

Contact Officer: Ian Copland (02) 6205 5966 ian.copland@ed.act.edu.au

**Office for Schools
Tuggeranong Network
Calwell High School
Information Technology Officer
Information Technology Officer Class 1 \$57,004 - \$65,178, Canberra (PN: 07335)**

Gazetted: 20 August 2012

Closing Date: 3 September 2012

Details: In regular consultation with the IT Coordinator as a member of the IT Team, the Information Technology Officer will manage student and staff computer networks, including: identification and rectification of hardware problems; installation of software; configuration and addition of computers to network domains (including MAC's); maintenance of user accounts and security. Address network performance and data storage issues and IT infrastructure requirements as they evolve. Provide technical support and assistance, including maintenance and repairs. Scope, source and cost IT equipment as required. Maintain a configuration and inventory record of equipment and software and a journal of work completed. Provide technical support for the management of Calwell High School's Web site and Calwell High School internet access.

Eligibility/Other Requirements: Completion or near completion of an associate diploma or higher qualification in computing/information science or significant relevant work experience (two or more years).

Contact Officer: Shane Harris (02) 6205 6833 shane.harris@ed.act.edu.au

Office for Schools

Tuggeranong Network

Namadgi School

Finance Officer

Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 24885)

Gazetted: 22 August 2012

Closing Date: 5 September 2012

Details: Namadgi School is seeking a highly motivated Finance Officer to assist the Business and Facilities Manager in the preparation of budgets; prepare estimates, financial returns and conduct regular expenditure reviews against approved allocations and prepare statements/returns to show trends. 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.

Eligibility/Other Requirements: First aid qualifications, or willingness to undertake appropriate training if required desirable.

Contact Officer: Annette Lazarus (02) 6142 0900 annette.lazarus@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.

Corporate Services

Finance and Corporate Support

Corporate Support

Administration Officer

Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: 13762)

Gazetted: 21 August 2012

Closing Date: 4 September 2012

Details: A highly organised and energetic person with excellent customer service skills is required to provide reception services for the primary central office site of the Directorate. The position also provides administrative support to the Corporate Support Section. A broad set of skills is required to effectively manage the competing demands of providing 'front of house services'.

Note: This is a temporary position available from 2 October 2012 until 31 January 2014 with a possibility of an extension.

Contact Officer: Alan Henderson (02) 6205 9316 alan.henderson@act.gov.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

Corporate

Communications

Senior Manager

Senior Officer Grade A \$123,208, Canberra (PN: 30829)

Gazetted: 17 August 2012

Closing Date: 4 September 2012

Details: The Environment and Sustainable Development Directorate (ESDD) is seeking a motivated individual to fill the role of Senior Manager within the Communications team. The Senior Manager will; Manage ESDD's Communications team, and oversee a number of functions; actively engage with the media and network across Government on communications issues and strategies, the development of new policies and communications practice. Coach, mentor and develop staff in the communications team; Coordinate whole-of-Government emergency communications in conjunction with relevant Agencies; Maintain records in accordance with the *Territory Records Act 2002*.

Eligibility/Other Requirements: A tertiary qualification in public relations, communications or journalism; or equivalent senior level experience would be desirable.

Notes: This is a temporary position available for a period of six months with the possibility of extension. Selection may be based on application and referee reports only.

Contact Officer: Adrian Walsh (02) 6207 1914 adrian.walsh@act.gov.au

Regulation and Services

Customer Services

Customer Services Officer

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 12403)

Gazetted: 17 August 2012

Closing Date: 31 August 2012

Details: The occupant of this position will be required to examine building plans for compliance with ESDD's governing legislation, policies and procedures and provide high quality technical advice including dealing with complex phone and counter enquiries from building practitioners and members of the public. They will also oversee and take responsibility for dealing with more complex building applications including the issue of Certificates of Occupancy and Use and the auditing of applications. Applicants will need to demonstrate knowledge of and experience in the application of the ACT's building and development legislation and related standards and codes and possess excellent oral and written communication skills.

Eligibility/Other Requirements: Possess accredited technical qualifications and skills to qualify for registration and/ or certification as a principal building surveyor (as defined in the Construction Occupations (Licensing) Act 2004) highly desirable.

Note: This is a temporary position available from 24 September 2012 to 25 January 2013

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

Policy

Nature Conservation Policy

Natural Environment

Senior Policy Officer

Senior Professional Officer Grade C \$89,786 - \$96,809, Canberra (PN: 00647)

Gazetted: 22 August 2012

Closing Date: 5 September 2012

Details: The Environment and Sustainable Development Directorate is seeking applications from highly motivated candidates to fill a position within the Natural Environment Section. The Section focuses on policy development for biodiversity conservation, natural resource management and primary industries.

Eligibility/Other Requirements: Tertiary qualifications in environmental science/natural resource management or a related discipline are highly desirable.

Notes: This is a temporary position available from 1 November 2012 until 30 June 2013 with the possibility of extension.

The preferred candidate may be selected on applications only.

Contact Officer: Heather Tomlinson (02) 6205 8560 heather.tomlinson@act.gov.au

Regulation and Services

Construction Services

Construction Occupations

Senior Licensing Officer

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 30513)

Gazetted: 21 August 2012

Closing Date: 4 September 2012

Details: The Environment and Sustainable Development Directorate is seeking a motivated individual to fill the role of Senior Licensing Officer of the Occupational Licensing Team within the Construction Occupations Section. The successful applicant will have responsibility for overseeing the work of a small team of dedicated officers responsible for processing licence applications and renewals for a range of licensable construction occupations under the *Construction Occupations (Licensing) Act 2004* such as builders, electricians and plumbers. Required to assist the Architects Board Registrar in managing the functions of the Board, as well as coordinate and oversee the issuance of infringement notices for licensing advertising offences. The role requires a high level of attention to detail and excellent time management and customer service skills.

Eligibility/Other Requirements: Experience in a regulatory environment would be desirable.

Contact Officer: Stephen Johnson (02) 6207 5942 stephen.johnson@act.gov.au

Regulation and Services

Construction Services

Utilities, Land and Lease Regulation

Inspector

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 22814)

Gazetted: 17 August 2012

Closing Date: 24 August 2012

Details: The Environment and Sustainable Development Directorate is seeking an enthusiastic and responsible person to take on the role of Inspector within the Investigation Team. The Investigation Team investigates complaints relating to breaches of building law, planning law, and leases. The Team work closely with other units within Construction Services Branch and the ACT Government as a whole to ensure that the building industry and wider community are aware of their obligations under the laws we administer and comply fully with those laws.

Eligibility/Other Requirements: Knowledge of the built environment, construction practices, planning, law, government investigation and building surveying would be highly regarded as would skills in writing and conflict resolution. Possession of a driver's license would also be an advantage.

Contact Officer: Sam Bond (02) 6205 9040 sam.bond@act.gov.au

Regulation Services

Customer Services

Customer Services Officer

Administrative Services Officer Class 2 \$46,372 - \$51,422, Canberra (PN: 27708)

Gazetted: 17 August 2012

Closing Date: 31 August 2012

Details: This position is within a call centre in the Environment and Sustainable Development Directorate Customer Service Centre. The call centre is located at Mitchell.

Eligibility/Other Requirements: Demonstrated experience in call or contact centre environment. Well developed customer service, telephone and communication skills, including excellent spoken and written English.

Note: This is a part-time position at 25 hours per week. The hours will generally be between 9.30 and 2.30 Monday to Friday however the successful applicant must be able to vary these hours on an as needs basis if required. This is a temporary position available for a period of six months with the possibility of extension.

Contact Officer: Cassandra Keppell (02) 6205 9876 cassandra.keppell@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.

Health

Selection documentation for the following positions may be downloaded from

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

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

Canberra Hospital and Health Services

Critical Care and Imaging

Critical Care and Diagnostic

Clinical Assistant Director of Nursing for the Emergency Department

Registered Nurse Level 4.3 \$115,948, Canberra (PN: 14192)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: Big city opportunities with an attractive location and lifestyle. Excellent remuneration and secure public service conditions. Free parking and easy commuting. Relocation support and liaison available. Canberra Hospital is the single tertiary teaching hospital for the Australian Capital Territory and surrounding NSW region, serving a population of over half a million. It is a modern 600-bed hospital providing trauma services, most major medical and surgical sub-specialty services, and is the principal teaching hospital of the Australian National University (ANU) Medical School. The Emergency Department (ED) is a part of the Division of Critical Care Services within the Canberra Hospital and Health Services. The Department provides care to residents across the Southern area of NSW as well as the Canberra community. The Assistant Director of Nursing (ADoN) – ED is responsible for providing the day-to-day operational management of the nursing services within ED and initiating and developing workforce and clinical practice standards that align with the strategic goals of the ED, Critical Care Services and the Health Directorate. The ADoN reports to the Director of Nursing (DON) Critical Care for the day-to-day management of the ED at Canberra Hospital and Health Services. As a member of the Division of Critical Care, the ADoN will develop cooperative partnerships with the Clinical Director of ED, DON of Critical Care Services and other stakeholders to meet the strategic and operational objectives of the Division of Critical Care, the Canberra Hospital and Health Services and the ACT Health Directorate.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Holds or is working towards a higher degree is 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: Narelle Boyd (02) 6244 3678

Strategy and Corporate

Service and Capital Planning

Capital Asset Development Plan

Executive Officer

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 26972)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: The ACT Government has embarked upon a program to overhaul and expand all aspects of the ACT Health Directorate systems as part of the single largest capital works project undertaken in the ACT Government's history. The enhancements to the health system in both building and clinical systems are in excess of \$1billion. The Health Infrastructure Program (HIP) involves integrating state-of-the-art information and e-health technologies; change management; and significant capital works – much of which will be based at Canberra Hospital. For further information go to: www.health.act.gov.au/yhop. An opportunity is available for a highly motivated, enthusiastic and pro-active staff interested in filling the position of the Executive Officer to the Director, Redevelopment Unit, Service and Capital Planning. The successful applicant will be responsible to the Director of the Redevelopment Unit for the coordination of high level confidential administration, including provision of high quality customer service, have excellent interpersonal

skills, significant knowledge of the TRIM records management system, ability to prioritise workloads and have proven experience in a similar position.

Note: This is a temporary position available until 30 June 2016. The successful applicant will be required to work from the Canberra Hospital. Applicants are asked to address the selection criteria to a maximum of two pages and attach a recent CV. 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: Adrian Scott (02) 6207 3088 adrian.scott@act.gov.au

**Strategy and Corporate
Performance and Innovation
Health Performance Unit
Senior Data Analyst**

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 29390)

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: An exciting opportunity exists to work within the dynamic Health Performance Unit. The Health Performance Unit is responsible for a vast range of health system reporting for operational use and to provide advice and information for the ACT Minister for Health.

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: Andrew Bailey (02) 6207 2129

**Canberra Hospital and Health Services
Pathology
Specimen Reception
CSR Manager**

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 21233)

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: ACT Pathology is a department of The Canberra Hospital offering a diagnostic Pathology service to the ACT and surrounding region. The Canberra and Calvary hospital laboratories operate 24 hours, 7 days/week, offering a wide range of testing procedures. A person with extensive diagnostic laboratory experience practical experience in specimen reception and customer service including management experience is sought for the position of CSR Manager. The successful applicant will be responsible for the day-to-day management of the department providing leadership in strategic planning and optimal operational management. They will be required to plan, allocate and co-ordinate the work of the department, assist in the preparation of financial and staffing budgets, monitor budget programs and participate in the day to day procedures. A commitment to own personal development is essential.

Eligibility/Other Requirements: Significant experience in a specimen reception customer service environment. A relevant tertiary level qualification 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. Applicants will be shortlisted on basis of written application, which should address the selection criteria. Current curriculum vitae must accompany the applications. Shortlisted applicants will be required to attend a further assessment.

Contact Officer: Gus Koerbin (02) 6244 2835

**Strategy and Corporate
Business and Infrastructure
Strategic Support**

Capital Works Project Officer

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 15075, several)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: The ACT Government has embarked upon a program to overhaul and expand all aspects of the ACT Health Directorate systems as part of the single largest capital works project undertaken in the ACT Government's history. The enhancements to the health system in both building and clinical systems are in excess of \$1billion. The Health Infrastructure Program (HIP) involves integrating state-of-the-art information and e-health technologies; change management; and significant capital works – much of which will be based at Canberra Hospital. For further information go to: www.health.act.gov.au/yhop. Two exciting opportunities are available for highly motivated, enthusiastic and skilled Capital Works Project Officers. These positions involve monitoring and managing various HIP Capital Works Projects in collaboration with clinical divisions and the Senior Manager of Staging and Decanting. The successful applicants will need to show highly developed resource management skills, excellent leadership skills, demonstrate good written and oral communication skills with team members and stakeholders, be able to meet deadlines and set priorities, and show they can apply solution focused organisational and planning skills.

Eligibility/Other Requirements: Relevant qualifications or experience in project and/or asset management are desirable.

Note: These are temporary positions available until 30 June 2016. 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: Priya Grovenor (02) 6207 5710

**Strategy and Corporate
Business and Infrastructure
Security and Emergency Preparation
Operations Manager
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 30960)**

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: The Client Services Security and Emergency Section is responsible for the provision of a range of services to the Health Directorate. Services include fire and emergency response and training, parking operations, fleet management, security management, communications management, records and mail management, residential accommodation management and oversight of volunteer programs. This is a multi-disciplinary role reporting to the Director of Client Services Security and Emergency and working closely with the assistant director and section managers. This position is responsible for the management of various aspects of the Client Services Security and Emergency Unit. The successful candidate will have proven material resource management experience, possess significant human resource management expertise and be skilled at high level stakeholder representation. The candidate must have a proven capacity to engage business continuity processes within an emergency response framework. With regards to governance process, the candidate requires proven knowledge with policy and procedures development. A sound understanding of risk analysis and quality improvement process is also required. The position is required to undertake financial management functions with the relevant portfolios and sound finance and budget administration skills are essential. Notably, a firm commitment to the provision of excellent client service is an essential prerequisite. This is a temporarily funded position with approved funding for two years and will ideally suit a flexible individual, committed to excellence and, with a strong desire for personal growth.

Eligibility/Other Requirements: Duties of the position include the requirement to occasionally drive vehicles; therefore possession of an unencumbered driver's licence is important (ACT Government Class C or equivalent). Certificate IV in Government Procurement, Fire Safety Officer Certificate and Diploma in Security and Risk Management are desirable.

Note: This is a temporary position available for two years. 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: Eleanor Fogarty (02) 6244 4040

**Canberra Hospital and Health Services
Women, Youth and Children
Child Youth and Women's Health Program
Professional Development Pathway
Registered Nurse Level 2 \$78,157 - \$82,990, Canberra (PN: 22652, several)**

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: The Community Health Programs is pleased to offer a supportive Professional Development opportunity for suitably qualified nurses and midwives who aspire to work in the Community as a Maternal and Child Health Nurse. These temporary positions prepare nurses/midwives for autonomous practice in this speciality. The pathway maps out the required learning, individual needs and demonstration of competence against the speciality professional standards.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Holds or will hold postgraduate qualifications in Maternal, Child or Family Health. Qualifications in midwifery or paediatrics are highly desirable. Current driver's licence.

Note: These positions are temporary for a period of six months. Transfer at substantive level will be considered. 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: Helen Govey (02) 6205 1827

**Director General Reports
Population Health
Health Protection Service
Public Health Officer
Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 29635)**

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: Are you an Environmental Health Officer who appreciates a good quality of life only Canberra can offer, if so read on. Due to a recent restructure within the Environmental Health Operations team we are inviting applicants for a position in our food safety section as a Health Professional Level 3 officer. The Health Protection Service provides excellent career opportunities for applicants wishing to have a positive influence in public health management. The position may also be required to provide operational support to other sections of the Environmental Health team as needed. If you have a Degree of Applied Science (Environmental Health), have relevant experience and willing to take the challenge, you are invited to apply. Canberra is a dynamic environment with many opportunities. Further information about living in Canberra is available from <http://www.liveincanberra.com.au/>

Eligibility/Other Requirements: Degree of Applied Science (Environmental Health) or equivalent. Current driver's licence.

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: Melissa Langhorne/Brian Jones (02) 6205 1713

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

Occupational Therapist

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 18137)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: There is an exciting opportunity for a suitably qualified, motivated senior Occupational Therapist to join the Rehabilitation, Aged and Community Care Occupational Therapy team.

Eligibility/Other Requirements: Degree or Diploma in Occupational Therapy or equivalent qualifications and current registration with AHPRA. Current driver's licence.

Note: This position is temporary part-time and will be working on the inpatient rehabilitation ward (12B). This position is initially required until 31 December 2012, with the possibility of extension. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. Details for at least two referees should also be included with applications. Please note appointment to this position may be completed from written application only. This position may be required to participate in overtime, on call, and/or rotation roster.

Contact Officer: Tegan Reid (02) 6244 3286

Director General Reports

Population Health

Population Health Spa

Project Officer

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 24174)

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: A position has become available with the Health Promotion Branch. The Branch initiates and manages programs and projects that aim to improve the health of the ACT population. These are delivered in partnership with other agencies and include whole of population health promotion and disease prevention initiatives. Initiatives target individuals and population groups, as well as activities that influence the social, environmental and economic conditions that impact on public and individual health.

Eligibility/Other Requirements: A tertiary qualification or equivalent experience in a field relevant to health promotion and/or community development is desirable.

Note: This is a temporary position available for a period of five months. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. Suitable applicants will be placed on a merit list that may be used to fill future temporary and/or permanent positions at level. Previous applicants will also be included on this list from recruitment over the last 12 months. Full-time applicants preferred but part-time will be considered. Applications may be selected on written applications and referee reports only.

Contact Officer: Yvonne Poels (02) 6207 4439

Strategy and Corporate

Business and Infrastructure

Security and Emergency Preparation

Fire Safety and Transport Coordinator

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 12817)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

The Client Services Security and Emergency Section is responsible for provision of a range of services to the Health Directorate, including Fire and Emergency awareness training and response; fire safety reviews and evacuation plans; parking and fleet services; security guarding services and access control; telephone and switchboard services; administrative records; mail and courier services; residential accommodation management and oversight of volunteer programs for the Health Directorate. The Section is seeking a highly motivated person to fulfil the role of Fire and Transport Coordinator. The Fire and Transport Coordinator is responsible for facilitation of Fire and Emergency Awareness training, management of the day-to-day operational activities of Health Directorate parking, as well providing support to all Health Directorate sites in the capacity of Fire Safety Officer. Applicants who possess high level customer service, negotiating skills, experience in Fire Safety training as well as management experience are encouraged to apply. Formal qualifications in workplace training and assessment, Fire and Emergency training and experience in Parking management or similar industry would be a distinct advantage.

Eligibility/Other Requirements: Experience in health care specific Fire Safety Management training and/or have equivalent training/experience in another field. Qualifications or willingness and ability to obtain Certificate IV level or equivalent, in workplace training and assessment. Qualifications or willingness and ability to obtain Health Care Industry-Fire Safety Management-Level 2 Fire Safety Officer qualifications. Duties of the position include the requirement to occasionally drive vehicles therefore possession of an unencumbered driver's licence is important (ACT Government Class C or equivalent). Note: To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. A current curriculum vitae and two referee reports must accompany the application.

Contact Officer: Michael Warylo (02) 6244 2114

Strategy and Corporate

Service and Capital Planning

Health Infrastructure Program

Personal Assistant

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 27980)

Gazetted: 23 August 2012

Closing Date: 20 September 2012

Details: The ACT Government has embarked upon a program to overhaul and expand all aspects of the ACT Health Directorate systems as part of the single largest capital works project undertaken in the ACT Government's history. The enhancements to the health system in both building and clinical systems are in excess of \$1billion. The Health Infrastructure Program (HIP) involves integrating state-of-the-art information and e-health technologies; change management; and significant capital works – much of which will be based at Canberra Hospital. For further information go to: www.health.act.gov.au/yhop. An opportunity is available for a highly motivated, enthusiastic and pro-active staff member interested in filling the position of the Personal Assistant to the Director, Redevelopment Unit, Service and Capital Planning. The successful applicant will provide high level administration support including provision of high quality customer service, have excellent interpersonal skills, significant knowledge of TRIM records management systems, ability to priorities workloads and have proven experience in a similar position.

Note: This is a temporary vacancy available until 30 June 2016. The successful applicant will be required to work from the Canberra Hospital. Applicants are asked to address the selection criteria to a maximum of two pages and attach a recent CV. To complete your application you must responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Adrian Scott (02) 6207 3088

Canberra Hospital and Health Services

Women, Youth and Children

Child, Youth and Women's Health Program

Maternal and Child Health Nurse

Registered Nurse Level 1 \$55,567 - \$75,084, Canberra (PN: 28300, several)

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: The Community Health Programs is pleased to offer a supportive Professional Development opportunity for suitably qualified nurses and midwives who aspire to work in the Community as a Maternal and Child Health Nurse. These temporary positions prepare nurses/midwives for autonomous practice in this speciality. The pathway maps out the required learning, individual needs and demonstration of competence against the speciality professional standards. Eligibility/Other Requirements: Registered Nurse/Midwife with The Australian Health Practitioner Regulation Agency (AHPRA) or eligibility for registration and hold a current driver's licence. Holds or will hold postgraduate qualifications in Maternal, Child or Family Health desirable. Qualifications in midwifery or paediatrics are highly desirable.

Note: These are temporary positions available for a period of six months. Transfer at substantive level will be considered. 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: Helen Govey (02) 6205 1827

Canberra Hospital and Health Services

Medicine

Cardiology

Cardiac Technologist

Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 30740)

Gazetted: 23 August 2012

Closing Date: 20 September 2012

Details: We are looking for an enthusiastic Cardiac Technologist who is always striving for excellence and has a passion for patient focused care delivery. You will be working closely with an energetic, friendly, professional team who are passionate about continuing education and evidence based practice. We are seeking a suitably qualified applicant with a background in Health Sciences. The position requires assisting in a wide range of diagnostic investigations such as Exercise Stress Testing, Holter monitoring and ECG recording. There is the potential opportunity to assist with; monitoring in the cardiac catheterisation laboratory, permanent pacemaker and defibrillator implementation and programming. Eligibility/Other Requirements: Bachelor of Science/Applied Science or equivalent. Prior experience as a Cardiac Technologist is highly desirable.

Note: This is a temporary vacancy available full-time for a period of 12 months with the possibility of extension. Applicants with previous experience in these areas would be highly desirable but not essential as training in these areas would be provided. 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: Luke Cartwright (02) 6244 2692

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Mental Health Clinician

Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 25966)

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: Child and Adolescent Mental Health Service (CAMHS) invite expressions of interest for a position within CAMHS for a Health Professional level 2 (Psychologist, Social Worker, Occupational Therapist). The successful applicant must

have a strong consumer focus and a high standard of assessment and intervention skills, as well as good written and verbal communication skills.

Eligibility/Other Requirements: Tertiary qualifications in the area of Psychology, Social Work or Occupational Therapy and be registered/or eligible for membership with the relevant discipline board. Applicants must have a minimum of 12 months paid work experience in a related/relevant organisation or service. Current driver's licence.

Note: This is a temporary vacancy available for a period of nine months. Applicants are requested to submit a written application addressing the selection criteria and the names of two referees. 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: Eloise Barry (02) 6205 1128

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

Allied Health Assistant

Technical Officer Level 2 \$52,078 - \$59,939, Canberra (PN: 03289)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: Are you looking for an opportunity to work as part of a dynamic multi-disciplinary team delivering high quality service to clients in the community? Due to planned maternity leave, there is an exciting opportunity for an Allied Health Assistant (AHA) to step into this temporary six month position within the Transitional Therapy and Care Program (TTCP) team. There is opportunity for a detailed handover and ongoing support. The TTCP AHA is one of three AHAs who work with occupational therapists, physiotherapists, social worker and dietician to provide goal based therapy to elderly clients across Canberra. AHAs play an important role in delivering therapist directed individual and group based services to clients residing at home or temporarily in a residential unit at Red Hill which is run by Baptist Community Services (BCS). TTCP AHAs exhibit a high level of independence and responsibility and make a valuable contribution to the TTCP team with support and administrative activities. Undertaking this opportunity may be excellent timing for an allied health assistant wishing to expand their skills and experience in the community. Regular supervision is provided with a TTCP HP3 health professional and ongoing support is provided by the HPO4 TTCP Manager. The AHAs and allied health professionals in TTCP and AHA network are able to provide support.

Eligibility/Other Requirements: Certificate IV or working towards in Allied Health is desirable. Current driver's licence.

Note: This is a temporary position available from 29 October 2012 to 3 May 2013. Part-time hours will be considered.

Selection may be based on written applications and referee reports only. This position may be required to participate in an overtime, on call, and/or rotation roster. 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: Fiona Marrinon (02) 6205 3964

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

Inpatient Occupational Therapy Assistant, RACC

Health Care Assistant 3 \$47,764 - \$48,861, Canberra (PN: 20728)

Gazetted: 23 August 2012

Closing Date: 6 September 2012

Details: There is an exciting opportunity for a suitably qualified and motivated Allied Health Assistant to join the Rehabilitation, Aged and Community Care Occupational Therapy team. There is one permanent full-time position available that will be working as part of the inpatient rehabilitation team at the Rehabilitation Independent Living Unit (RILU).

Eligibility/Other Requirements: Certificate IV in Allied Health Assistance or recognised equivalent qualification. Current driver's licence. Applicants currently enrolled in the Certificate IV in Allied Health Assistance are encouraged to apply.

Note: Applications must include a written response to the selection criteria. At least two referees should be identified and included as part of the application. This position may be required to participate in overtime, on call, and/or rotation roster.

Applicants preferring part-time hours will be considered. 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: Tegan Reid (02) 6244 3286

**Canberra Hospital and Health Services
Operational Support**

Nursing Administration

Operational Support Administrative Officer

Administrative Services Officer Class 2/3 \$46,372 - \$57,004, Canberra (PN: 13264)

Gazetted: 23 August 2012

Closing Date: 30 August 2012

Details: The Nursing and Midwifery Bank Office under Operational Support is seeking a highly motivated, suitably experienced and enthusiastic Administrative Support Officer to be a part of their team. Applicants who have excellent communication skills, are highly organised and have the ability to prioritise their workload in a busy and often demanding work environment are invited to apply.

Note: This is a temporary position available for six months. 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: Jenny Hegarty (02) 6244 2915 jenny.hegarty@act.gov.au

Justice and Community Safety

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

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

Office of Regulatory Services

Road User Services

Parking Operations

Manager

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 21707)

Gazetted: 22 August 2012

Closing Date: 29 August 2012

Details: Under limited direction of Senior Director, Road User Services: Provide leadership, promote team understanding and mentoring to team members within Parking Operations and promote a customer-focused change environment. Make recommendations relating to more complex matters arising from the unit. Develop and implement business plans and operational budgets for Parking Operations within the framework of purchaser, ORS and ACT Government requirements. Administer the legislation relating to Parking Operations and perform delegated functions as required. Manage staff development and training to meet current and future business objectives. Undertake reviews, investigations and analysis. Provide advice on policy formulation and strategic planning to senior management. Contribute to negotiation and implementation of service level agreements as they relate to aspects of Parking Operations. Within a quality framework, manage, develop and implement programs.

Develop and manage information systems to enable monitoring of business performance. Liaise with government and private sector organisations and individuals on parking strategies to coordinate and cooperate in jointly achieving the operational objectives. Assist members with other work in the Unit to ensure the objectives of the Unit are achieved. Maintain records in accordance with the *Territory Records Act 2002*.

Eligibility/Other Requirements: Tertiary qualifications in a relevant discipline or equivalent experience beneficial but not required. Drivers licence.

Note: This is a temporary position available ASAP for 3 months with a possibility of extension

Contact Officer: Jon Quiggin (02) 6207 0490 jon.quiggin@act.gov.au

Office of Regulatory Services

Registrations and Fair Trading

Land Titles / Rental Bonds

Manager - Land Titles / Rental Bonds

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 10140)

Gazetted: 17 August 2012

Closing Date: 31 August 2012

Details: Under the limited supervision of the senior manager: Operate in accordance with relevant ACT Government legislation, including but not limited to the *Territory Records Act 2002*, the *Public Sector Management Act and the Workssafety Act 2008*. Implement new or modified functions using project management methodology. Ensure procedures are in place to support decision making, including operating within the quality assurance framework to ensure the accuracy and integrity of regulated activities are regularly reviewed and maintained or improved over time. Manage the day to day operations of Registration and Client Services (human resource, financial and information communication technology). Represent the Office of Regulatory Services at various committees, seminars, conferences and meetings on a local and national basis. Provide high level client service, ensuring staff provide a positive client experience. Ensure the provision of accurate and relevant information in support of clients obtaining service through the Office of Regulatory Services. Resolve more complex issues with or on behalf of your team. Provide positive supervision and mentoring for your team. Ensure achievement and development plans are maintained for all staff. Operate in accordance with relevant legislation administered by the Office of Regulatory Services. Exercise delegations and statutory responsibilities under relevant legislation, codes and in accordance with organisational policies.

Eligibility/Other Requirements: Extensive knowledge of the Torrens Title system and the management of land in the ACT would be beneficial.

Contact Officer: Josh Rynehart (02) 6205 3740 josh.rynehart@act.gov.au

ACT Law Courts and Tribunal

ACT Magistrates Court

Chambers

Chambers Manager

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 44002)

Gazetted: 22 August 2012

Closing Date: 29 August 2012

Details: Expressions of interest are sought from those interested in performing the duties of Chambers Manager between 10 September 2012 and 2 November 2012 whilst the nominal occupant is on leave. The occupant of this position acts as Personal Assistant to the Chief Magistrate and supervises the associates to the Magistrates.

Note: This is a temporary position available from 10 September 2012 to 02 November 2012

Contact Officer: Judy Talevich (02) 6207 1319 judy.talevich@act.gov.au

Office of Regulatory Services

Registrations and Fair Trading

Various

Client Service Officer

Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 45224, several)

Gazetted: 17 August 2012

Closing Date: 24 August 2012

Details: Under the general direction of the Manager, provide high level client service, either at the counter, over the phone, or in writing. Where delegated, prepare, arrange and complete a range of licences, registrations and permits administered by the office. Where delegated, critically examine documents for registration and reconcile relevant cash and trust accounts. Resolve more complex issues for clients and staff. Accept and account for a range of fees by exercising responsibilities as a collector of public monies. Assist with the supervision, management, training and development of other staff within a business unit. Maintain accurate records managed in a variety of databases and manual registers. Contribute to ORS operations and perform other duties as directed. Maintain records in accordance with the Territory Records Act 2002. Contribute to efficient work practices and sound corporate governance. Contribute to workplace diversity, participative work practices and promote OH&S principles. Assist senior staff members with work in the unit to ensure objectives are achieved.

Note: This is a temporary position available ASAP to 31 October 2012

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

Victim Support ACT

Reception/Administrative Assistant

Administrative Services Officer Class 2 \$46,372 - \$51,422, Canberra (PN: P16780)

Gazetted: 16 August 2012

Closing Date: 23 August 2012

Details: A short term vacancy exists at Victim Support ACT for a receptionist. We are looking for a self-motivated person to provide excellent customer service to our clients and our staff as part of a multidisciplinary team. Duties include general clerical and administrative tasks including processing of invoices. The position will report to the Office Manager.

Eligibility/Other Requirements: The successful applicant will have excellent organisational and computer skills particularly in excel and outlook. Highly desirable is the ability to remain focussed and task orientated.

Note: This is a temporary position available asap to 30 November 2012

Contact Officer: Alice Guest (02) 6207 1076 alice.guest@act.gov.au

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

Parks and City Services

National Arboretum

Venue Manager

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 30920)

Gazetted: 22 August 2012

Closing Date: 29 August 2012

Details: Join our senior management team and show leadership to ensure the National Arboretum Canberra visitor experience is a success through the following work: Develop operational plans and processes (including rosters, bookings system, position roles and team building). Develop and/or support the implementation of relevant policies (Conditions of entry, volunteers, working with children, fees and charges). Contribute to the development of an events and venue marketing program (including creating an online and industry presence for venue marketing and sales, promoting the venue to event and meeting managers). Provide advice and support to operational aspects and projects including way finding, cafe and catering, volunteers and retail operations. Develop visitor flow and face to face interpretation principles. Build relationships with key partners (Canberra Convention Bureau, National Capital Attractions Association, National Capital Educational Tourism Project etc).

Eligibility/Other Requirements: Experience working in a similar role (such as interpretation, events, public programs, venue sales and marketing, visitor/customer services) in a visitor attraction is required.

Note: This is a temporary position available from 03 September 2012 to 03 December 2012

Contact Officer: Rachael Coghlan (02) 6205 3578 rachael.coghlan@act.gov.au

Directorate Services

Operational Support

Asset Acceptance

Project Engineer

Professional Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 27881)

Gazetted: 17 August 2012

Closing Date: 24 August 2012

Details: Asset Acceptance needs a dynamic and highly motivated Project Engineer to join a team of qualified and professional engineers to contribute to the assessment and acceptance of municipal infrastructure assets on behalf of the ACT Government. The successful applicant will need to exhibit a track record in civil engineering works as they apply to development infrastructure, an understanding of the requirements of ACT Codes and Requirements and to demonstrate an ability to integrate into the team and contribute in a professional and competent manner.

Eligibility/Other Requirements: Essential to have a degree in Civil Engineering and a current driver's licence. Selection may be based on application and two referee reports only.

Contact Officer: Terry Halestrap (02) 6207 5604 terry.halestrap@act.gov.au

Business Enterprises

ACT Property Group

Property Projects and Services

Procurement and Contracting Officer

Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 11288)

Gazetted: 22 August 2012

Closing Date: 4 September 2012

Details: ACT Property Group, Territory and Municipal Services, is seeking a Procurement and Contracting Officer with excellent written and verbal communication skills to assist the Senior Manager and Assistant Manager in the provision of procurement and contracting administrative services to the section. The successful candidate will also be required to liaise with customers and stakeholders as required. Please refer to the position description for details.

Eligibility/Other Requirements: Relevant experience or qualifications in Government procurement, contract management or project management are desirable.

Note: This is a temporary position available from 03 September 2012 to 03 March 2013

Contact Officer: Katie Jones (02) 6207 7616 katie.jones@act.gov.au

Business Enterprises

ACT Property Group

Property Projects and Services

Project Officer

General Service Officer Level 8 \$56,611 - \$59,939, Canberra (PN: 27272)

Gazetted: 22 August 2012

Closing Date: 11 September 2012

Details: As a building works project officer, oversee the delivery of capital, minor works programs, maintenance and repairs to customer assets in accordance with client's programs and expectations and relevant industry legislation, standards and guidelines.

Eligibility/Other Requirements: Technical/Trades Certificate and current driver's licence. It is desirable that prospective applicants have obtained a Certificate IV in Project Management, Certificate IV in OH &S and have a knowledge of hazardous materials management and removal.

Contact Officer: Robert Schaidreiter (02) 6213 0746 robert.schaidreiter@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

Shared Services

HR Services

Employee Relations and Training

Team Leader

Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 08511)

Gazetted: 16 August 2012

Closing Date: 30 August 2012

Details: Shared Services HR Services is seeking a dynamic and committed individual to fill the role of Team Leader, Employee Relations. The successful applicant will manage the day to day operations of the Employee Relations Team providing advice and services to client agencies in relation to complex employment matters, including workplace investigations, internal reviews, appeals and underperformance. The Team Leader will need to work collaboratively with client agencies, forming strategic relationships which facilitate joint problem solving and continuous improvement. The position requires a strong understanding of the ACTPS legislative framework, highly developed liaison, negotiation, analytical and writing skills and the ability to represent Shared Services and client agencies in a range of government and non-government forums including before Fair Work Australia.

Eligibility/Other Requirements: Qualifications in a HR related discipline and/or conducting investigations are desirable, however not essential.

Contact Officer: Michelle Tranda (02) 6205 3812 michelle.tranda@act.gov.au

Shared Services

Business Services

Strategic HR and Corporate

Training and Development Manager

Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 11418)

Gazetted: 22 August 2012

Closing Date: 29 August 2012

Details: Shared Services is seeking a highly motivated individual to undertake the role of Training and Development Manager. The successful applicant will oversee the delivery of targeted learning and development initiatives that will enhance career development opportunities to Shared Services staff. Provide advice to managers and staff on learning and development activities, including the professional development and capability framework (PDCP), job entry programs and Studies Assistance.

Eligibility/Other Requirements: Tertiary qualifications in Human Resources or sound HR experience in learning and development would be advantageous.

Note: This is a temporary position available from 03 September 2012 to 19 October 2012

Contact Officer: Deborah Allen (02) 6207 7399 deborah.allen@act.gov.au

Shared Services ICT

Operations

Desktop and Applications Delivery

Identity Access Management (IDAM) Support Technical Specialist

Senior Information Technology Officer Grade C \$89,786 - \$96,809, Canberra (PN: 30910)

Gazetted: 17 August 2012

Closing Date: 4 September 2012

Details: The successful candidate will be working within a small team and will be a key point of contact for the ACT Health Directorate. The successful candidate will maintain and support ACT Health's Identity and Access Management Project.

Eligibility/Other Requirements: Previous experience using FIM (ForeFront Identity Manager and AD (Active Directory) will be highly advantageous. Experience working within a large complex ICT environment is mandatory. Possession of, or the ability to rapidly attain, a security clearance is mandatory.

Contact Officer: Daniel Wurzer (02) 6205 2633 daniel.wurzer@act.gov.au

Shared Services ICT

Customer Relations

Health ICT

Senior Pathology Technical Administrator

Senior Information Technology Officer Grade C \$89,786 - \$96,809, Canberra (PN: 19648)

Gazetted: 22 August 2012

Closing Date: 27 August 2012

Details: Provide technical lead in supporting ACT Pathology's critical business systems and other applications including software and hardware support for these systems and their related interfaces and peripherals such as database administration.

Eligibility/Other Requirements: Formal qualifications and/or previous experience managing pathology systems at a senior level an advantage.

Note: This is a temporary position available from 13 November 2012 to 13 May 2013

Contact Officer: Mark Woodward (02) 6244 3067 mark.woodward@act.gov.au

Shared Services ICT

Business Development

Solutions Architect Services

Process Analyst

Senior Information Technology Officer Grade C \$89,786 - \$96,809, Canberra (PN: 17261)

Gazetted: 21 August 2012

Closing Date: 4 September 2012

Details: The Process Analyst will design and document Solutions Architecture Services, project management processes, procedures and tools. Demonstrate excellent oral and written communication skills including high level skills in MS Word and Excel.

Note: This is a temporary position available from 1 October 2012 until 30 September 2013.

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

Shared Services ICT

ICT Security Team

ICT Security Analyst

Information Technology Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 17841)

Gazetted: 22 August 2012

Closing Date: 28 August 2012

Details: Ensure user accounts to the ACTGOV environment are controlled. Review and analyse security processes relating to the ACTGOV environment and complete ICT security audits as required. Perform administration of ICT Security systems, including Intrusion Prevention and Detection Systems, Web proxy and content filtering, Spam Filter, Security Event Management and Mobile Device Management systems. Perform operational support for fault rectification and changes that require ICT Security input. Perform security investigations following established forensic processes and using standard forensic analysis software. Contribute to the development and implementation of ICT security policies, processes, security plans and systems.

Eligibility/Other Requirements: Certificate IV or Diploma in ICT, and/or Professional Certifications Information Security would be an advantage.

Note: Educational and professional qualifications checks may be undertaken prior to employment.

Contact Officer: Andrew Campbell 62054201 andrew.campbell@act.gov.au

Shared Services

HR Information and Data

HR Reporting

HR Information Officer

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 08276)

Gazetted: 21 August 2012

Closing Date: 28 August 2012

Details: Expressions of Interest are sought for the position of HR Information Officer in the HR Reporting Team. The HR Information Officer works in a small team responsible for developing and distributing standard and customised HR Reports to Client Directorates as well as reporting at a whole of government level. Applicants should submit a two page statement addressing the selection criteria, a current curriculum vitae and contact details for at least two referees.

Notes: This is a temporary position available for the period 1 September 2012 to 1 March 2013. An order of merit will be established and may be used to fill both future temporary and permanent positions.

Contact Officer: Darren Hengst (02) 6207 6767 darren.hengst@act.gov.au

Shared Services ICT

Finance and Accounting

Accountant

Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 23731)

Gazetted: 17 August 2012

Closing Date: 31 August 2012

Details: Shared Services is seeking a dynamic and committed individual to fill the role of Accountant, ICT. As part of the team, assist in the preparation of timely, relevant and accurate accrual based financial statements and financial management reports. Provide reconciliation, analysis and verification of financial reports and data. Assist in the preparation and monitoring of external and internal budgets and forecasts. Contribute to the development, maintenance and implementation of policies and procedures relevant to the financial accounting functions. Support other business units and undertake miscellaneous duties as required.

Eligibility/Other Requirements: Relevant tertiary qualification in accounting is required and CPA or ICAA membership or progression towards these qualifications is highly desirable.

Contact Officer: Sharon Wong (02) 6207 7910 sharon.wong@act.gov.au

APPOINTMENTS

Canberra Institute of Technology

Teacher Band 1 \$62,403 - \$83,963

Wayne Neumann 827-58359, Section 68(1), 16 August 2012

Community Services

Health Professional Level 2 \$54,414 - \$75,477

Aimee Chua 827-43288, Section 68(1), 21 August 2012

Health Professional Level 1 \$50,899 - \$65,424

Camille Falkiner 835-84776, Section 68(1), 20 August 2012

Health Professional Level 1 \$50,899 - \$65,424

Lauren Hargraves 835-84784, Section 68(1), 20 August 2012

Health Professional Level 1 \$50,899 - \$65,424

Timothy Thornell 835-84741, Section 68(1), 20 August 2012

Health Professional Level 1 \$50,899 - \$65,424

Kayla Tulloch 835-84768, Section 68(1), 20 August 2012

Economic Development

Senior Officer Grade C \$89,786 - \$96,809

John Gerard Mason 827-24001, Section 68(1), 10 August 2012

Health

Registered Nurse Level 1 \$55,567 - \$75,084

Kathleen Arce 825-49194, Section 68(1), 16 August 2012

Enrolled Nurse Level 1 \$50,160 - \$53,766

Jane Chaseling 835-84231, Section 68(1), 3 September 2012

Senior Officer Grade C \$89,786 - \$96,809

Zandra Corey 835-84522, Section 68(1), 20 August 2012

Registered Nurse Level 1 \$55,567 - \$75,084

Katherine Ferrer 824-31858, Section 68(1), 13 August 2012

Administrative Services Officer Class 2/3 \$46,372 - \$57,004

Dolores Goncalves 834-51682, Section 68(1), 13 August 2012

Health Service Officer Level 3 \$42,160 - \$43,599

Ian Gower 833-48052, Section 68(1), 16 August 2012

Registered Nurse Level 1 \$55,567 - \$75,084

Sarah Hegedus 827-52168, Section 68(1), 14 August 2012

Administrative Services Officer Class 2 \$46,372 - \$51,422

David Horton 833-45919, Section 68(1), 17 August 2012

Note: This is a permanent appointment to a non-advertised position under Section M, Clause M5 of the Health Directorate Enterprise Agreement 2011-2013.

Registered Nurse Level 1 \$55,567 - \$75,084

Alison Irving 834-51826, Section 68(1), 17 September 2012

Administrative Services Officer Class 2/3 \$46,372 - \$57,004

Kieran Lindsay 833-47121, Section 68(1), 13 August 2012

Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)

Jacqueline McPherson 834-53733, Section 68(1), 9 August 2012

Administrative Services Officer Class 2/3 \$46,372 - \$57,004

Thomas Piper 834-51498, Section 68(1), 16 August 2012

Administrative Services Officer Class 2/3 \$46,372 - \$57,004

Matthew Redmond 820-87997, Section 68(1), 13 August 2012

Health Professional Level 1 \$50,899 - \$65,424

Natasha Satti 835-63377, Section 68(1), 21 August 2012

Administrative Services Officer Class 2/3 \$46,372 - \$57,004

Monique Wood 833-47869, Section 68(1), 14 August 2012

Territory and Municipal Services

EGSO4.2 - Workshop Staff \$54,084

Wade Michael Bermingham 140-793, Section 68(1), 23 July 2012

General Service Officer Level 2 \$38,620 - \$40,102

Alma Wheeler 827-39430, Section 68(1), 17 August 2012

Treasury

Information Technology Officer Class 2 \$70,913 - \$81,460

Mark Baggott 835-84805, Section 68(1), 15 August 2012

TRANSFERS

Education and Training

Tracy Panneman: 827-18365

From: School Assistant 2 \$39,431 - \$43,728

Education and Training

To: School Assistant 2 \$39,431 - \$43,728

Education and Training, Canberra (PN. 14925) (Gazetted 19 June 2012)

Health

Sarah Gordon: 789-44079

From: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Health
To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Health, Canberra (PN. 28117) (Gazetted 26 June 2012)

Georgina Pepper: 786-88378

From: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Health
To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)
Health, Canberra (PN. 12118) (Gazetted 17 May 2012)

PROMOTIONS

Community Services

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

Bimberi Youth Justice Centre

John Peter Barratt: 817-51251

From: Administrative Services Officer Class 3 \$52,818 - \$57,004
Community Services
To: Administrative Services Officer Class 5 \$65,660 - \$69,623
Community Services, Canberra (PN. 19582) (Gazetted 22 June 2012)

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

Bimberi Youth Justice Centre

Nita Key: 821-22481

From: Administrative Services Officer Class 3 \$52,818 - \$57,004
Community Services
To: Administrative Services Officer Class 5 \$65,660 - \$69,623
Community Services, Canberra (PN. 30726) (Gazetted 22 June 2012)

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

Bimberi Youth Justice Centre

George Kibbey: 827-34939

From: Administrative Services Officer Class 3/4 \$52,818 - \$63,971
Community Services
To: Administrative Services Officer Class 5 \$65,660 - \$69,623
Community Services, Canberra (PN. 04500) (Gazetted 22 June 2012)

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

Bimberi Youth Justice Centre

Jodie Lee Muir: 791-32080

From: Administrative Services Officer Class 3 \$52,818 - \$57,004
Community Services
To: Administrative Services Officer Class 5 \$65,660 - \$69,623
Community Services, Canberra (PN. 03295) (Gazetted 22 June 2012)

Education and Training

Tertiary Education and Performance

Executive Director's Office

Anita Dolstra: 755-78165

From: Senior Officer Grade C \$89,786 - \$96,809
Education and Training
To: †Senior Officer Grade B \$106,086 - \$119,426
Education and Training, Canberra (PN. 21915) (Gazetted 31 May 2012)

Office for Schools

North/Gungahlin Network

Amaroo School

Benjamin Hall: 785-51048

From: School Leader C \$97,350
Education and Training
To: †School Leader B \$113,350

Education and Training, Canberra (PN. 16162) (Gazetted 14 June 2012)

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.

Corporate Services

Human Resources

HR - People Services

Tabatha Lee Prado: 798-38542

From: Administrative Services Officer Class 4 \$58,870 - \$63,917

Education and Training

To: Administrative Services Officer Class 6 \$70,913 - \$81,460

Education and Training, Canberra (PN. 08014) (Gazetted 30 April 2012)

Environment and Sustainable Development

Regulation and Services

Construction Services Branch

Utilities, Land and Lease Regulation

Brian Connors: 820-74336

From: Administrative Services Officer Class 4 \$58,870 - \$63,917

Environment and Sustainable Development

To: Administrative Services Officer Class 6 \$70,913 - \$81,460

Environment and Sustainable Development, Canberra (PN. 20061) (Gazetted 2 July 2012)

Health

Director General Reports

Financial Management

Revenue and Financial Support

Colin Baker: 748-78756

From: Administrative Services Officer Class 5 \$65,660 - \$69,623

Health

To: Administrative Services Officer Class 6 \$70,913 - \$81,460

Health, Canberra (PN. 24077) (Gazetted 17 May 2012)

Canberra Hospital and Health Services

Critical Care and Diagnostics

Intensive Care Unit

Lara Barsley: 786-48616

From: Registered Nurse Level 1 \$55,567 - \$75,084

Health

To: Registered Nurse Level 2 \$78,157 - \$82,990

Health, Canberra (PN. 15602) (Gazetted 15 March 2012)

Canberra Hospital and Health Services

Medicine

Medical Unit Services

Marian Currie: 258-96878

From: Registered Nurse Level 2 \$78,157 - \$82,990

Health

To: †Health Professional Level 4 \$89,786 - \$96,809

Health, Canberra (PN. 22279) (Gazetted 31 May 2012)

Canberra Hospital and Health Services

Medicine

Chronic Disease

Toni-Mary Heazlewood: 820-90467

From: Health Professional Level 2 \$54,414 - \$75,477

Health

To: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)

Health, Canberra (PN. 30979) (Gazetted 26 July 2012)

Strategy and Corporate

People Strategy and Services

Staff Development

Naomi Hughes: 786-47680

From: Registered Nurse Level 1 \$55,567 - \$75,084

Health

To: Registered Nurse Level 2 \$78,157 - \$82,990

Health, Canberra (PN. 15852) (Gazetted 24 May 2012)

**Canberra Hospital and Health Services
Critical Care and Diagnostics
Intensive Care Unit**

Danielle McGuire: 821-26941

From: Registered Nurse Level 1 \$55,567 - \$75,084
Health

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 21369) (Gazetted 15 March 2012)

**Canberra Hospital and Health Services
Women, Youth and Children
Women and Babies**

Sarah Mosslar: 820-72859

From: Registered Nurse Level 1 \$55,567 - \$75,084
Health

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 22445) (Gazetted 28 June 2012)

**Canberra Hospital and Health Services
Critical Care and Diagnostics
Intensive Care Unit**

Carolyn Richards: 260-98819

From: Registered Nurse Level 1 \$55,567 - \$75,084
Health

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 21371) (Gazetted 15 March 2012)

**Canberra Hospital and Health Services
Critical Care and Diagnostics
Intensive Care Unit**

Lucretia Sewdarsen: 786-47023

From: Registered Nurse Level 1 \$55,567 - \$75,084
Health

To: Registered Nurse Level 2 \$78,157 - \$82,990
Health, Canberra (PN. 16758) (Gazetted 15 March 2012)

**Canberra Hospital and Health Services
Medicine**

Renal

Joyce Thanabal: 821-08401

From: Registered Nurse Level 2 \$78,157 - \$82,990
Health

To: †Registered Nurse Level 3.2 \$101,556
Health, Canberra (PN. 22156) (Gazetted 26 July 2012)

**Canberra Hospital and Health Services
Operational Support
Support Services**

John Villatobas: 795-66110

From: Administrative Services Officer Class 6 \$70,913 - \$81,460
Health

To: Administrative Services Officer Class 6 \$70,913 - \$81,460
Health, Canberra (PN. 25976) (Gazetted 12 July 2012)

Justice and Community Safety

**Legislation and Policy
Justice Planning and Programs**

Nova Inkpen: 783-13912

From: Senior Officer Grade C \$89,786 - \$96,809
Justice and Community Safety

To: †Senior Officer Grade B \$106,086 - \$119,426
Justice and Community Safety, Canberra (PN. 45988) (Gazetted 6 June 2012)

Treasury

Shared Services

HR Services

Health and Safety

Ian De Costa: 781-36936

From: Administrative Services Officer Class 6 \$70,913 - \$81,460
Treasury

To: †Senior Officer Grade C \$89,786 - \$96,809
Treasury, Canberra (PN. 09040) (Gazetted 25 February 2012)

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.