



ACT Government Gazette

Gazetted Notices for the week beginning 11 July 2019

VACANCIES

Calvary Health Care ACT (Public)

Social Work and Psychology

Social Worker

Executive Level Health Professional \$65,216 - \$84,592, Canberra (PN: expected)

Gazetted: 15 July 2019

Closing Date: 11 August 2019

Details: Full position details can be seen on Calvary Public Hospital Bruce's website,

<https://calvary.mercury.com.au>

Reference Number: 22102

Contact Officer: Karen Dell 02 6201 6314 Karen.dell@calvary-act.com.au

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

Physiotherapy

Lymphedema Service

Lymphedema Service Coordinator - Senior Clinician

Executive Level Health Professional Level 4 \$106,043 - \$114,146, Canberra (PN: Expected)

Gazetted: 11 July 2019

Closing Date: 21 July 2019

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

Reference Number: 22047

Contact Officer: Jennifer Azurin 6204 6194 Jennifer.Azurin@calvary-act.com.au

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

Clare Holland House

Registrar

Reg 1-Reg 4 \$98,704 - \$123,327, Canberra (PN: Several)

Gazetted: 15 July 2019

Closing Date: 4 August 2019

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

Reference Number: 22082

Contact Officer: Amanda Keogh (02) 6264 7300 amanda.keogh@calvary-act.com.au

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

Medical Imaging Department

Radiographer

MI2.1 - MI3.3 \$65,216 - \$106,754, Canberra (PN: Several)

Gazetted: 15 July 2019

Closing Date: 18 July 2019

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

Reference Number: 22079

Contact Officer: Kristine Lindner kristine.lindner@calvary-act.com.au

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

Medical Imaging

Radiographer

Executive Level Health Professional \$99,965 - \$102,354, Canberra (PN: Expected)

Gazetted: 15 July 2019

Closing Date: 19 July 2019

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

Reference Number: 22097

Contact Officer: Kristine Lindner (02) 6201 6141 kristine.lindner@calvary-act.com.au

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

Physiotherapy

Senior Physiotherapist

Executive Level Health Professional \$92,104 - \$101,862, Canberra (PN: Expected)

Gazetted: 15 July 2019

Closing Date: 12 August 2019

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

Reference Number: 22091

Note: Closing on 12 August 2019 at 5pm.

Contact Officer: Jason Whittingham (02) 6201 6960 jason.whittingham@calvary-act.com.au

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

Physiotherapy

Senior Physiotherapist

Health Professional \$92,103 - \$97,049, Canberra (PN: Several)

Gazetted: 15 July 2019

Closing Date: 26 July 2019

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

Reference Number: 22048

Note: Full Time and Part Time positions.

Contact Officer: Marie Couombe marie-michelle.couombe@calvary-act.com.au

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

Mission

Volunteers

Volunteer Manager

Executive Level ASO6 \$84,257 - \$96,430, Canberra (PN: Expected)

Gazetted: 11 July 2019

Closing Date: 14 July 2019

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

Reference Number: 22054

Contact Officer: Leah Tomic-Lee 6201 6646 Leah.Tomic-Lee@calvary-act.com.au

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

Maternity

Registered Midwife

Executive Level Registered Nurse \$97,413, Canberra (PN: expected)

Gazetted: 15 July 2019

Closing Date: 11 August 2019

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

Reference Number: 21884

Contact Officer: Elizabeth Bishop 0418796539 elizabeth.bishop@calvary-act.com.au

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

Ward Support Services

Wards Person

Health Services Officer \$51,073 - \$54,750, Canberra (PN: Several)

Gazetted: 17 July 2019
Closing Date: 15 July 2019
Details: Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>
Reference Number: 22041
Contact Officer: June Mo June.Mo@calvary-act.com.au
Applications can be forwarded to: <https://calvary.mercury.com.au>

Intensive Care

Director of Intensive Care

Executive Level SNR Staff Specialist \$222,205.00, Canberra (PN: Expected)

Gazetted: 15 July 2019
Closing Date: 6 August 2019
Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>
Reference Number: 22094
Contact Officer: Narelle Comer 02 62016160 Narelle.Comer@calvary-act.com.au
Applications can be forwarded to: <https://calvary.mercury.com.au>

Social Work and Psychology

Social Worker

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

Gazetted: 15 July 2019
Closing Date: 2 August 2019
Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>
Reference Number: 21714
Contact Officer: Karen Dell (02) 6201 6314 Karen.dell@calvary-act.com.au
Applications can be forwarded to: <https://calvary.mercury.com.au>

Health Information Service

Manager

Executive Level HP 5 \$124,891 - \$140,596, Canberra (PN: Expected)

Gazetted: 17 July 2019
Closing Date: 1 August 2019
Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>
Reference Number: 21946
Contact Officer: Jarrad Nuss Jarrad.Nuss@calvary-act.com.au
Applications can be forwarded to: <https://calvary.mercury.com.au>

Critical Care

SRMO

Executive Level SRMO \$87,410-\$106,957, Canberra (PN: Expected)

Gazetted: 17 July 2019
Closing Date: 11 August 2019
Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>
Reference Number: 22088
Contact Officer: Harith Al-Rawi Harith.Al-Rawi@calvary-act.com.au
Applications can be forwarded to: <https://calvary.mercury.com.au>

Clare Holland House

Clinical Nurse Practitioner

Executive Level Registered Nurse \$129,289, Canberra (PN: expected)

Gazetted: 17 July 2019

Closing Date: 28 July 2019

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

Reference Number: 22081

Contact Officer: Amanda Keoph amanda.Keoph@calvary-act.com.au

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

Clare Holland House

Administration Officer

Executive Level Administration Officer \$63,374 - \$68,204, Canberra (PN: Expected)

Gazetted: 17 July 2019

Closing Date: 28 July 2019

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

Reference Number: 22083

Contact Officer: Amanda Keoph amanda.keogh@calvary-act.com.au

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

Maternity services

Maternity

Director of Midwifery

Executive Level Registered Nurse Level 5 G3 \$137,840, Canberra (PN: expected)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

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

Reference Number: 22096

Contact Officer: Narelle Comer 02 62016160 Narelle.Comer@calvary-act.com.au

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

Canberra Institute of Technology

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

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

Corporate Services

Records Management Unit

Senior Records Officer

Administrative Services Officer Class 6 \$84,257 - \$96,430, Canberra (PN: 41641)

Gazetted: 11 July 2019

Closing Date: 25 July 2019

Details: Canberra Institute of Technology (CIT) is seeking an experienced Senior Records officer as part of CIT Corporate Services. The role is responsible for managing the CIT Records and information resources in compliance with Australian Standard (AS15489), *Territories Records Act 2002* and guides, directs and co-ordinates the development, implementation and maintenance of CIT Record Keeping Systems and procedures to meet the business needs of the Institute. Applications would be welcomed from self-motivated candidates who can demonstrate an advanced knowledge of the processes and procedures of record keeping in a digital (EDRMS) environment which includes the ongoing implementation of the EDRMS System in line with the ACT Government Digital 2020 Strategy.

CIT holds a large collection of existing physical records and the successful candidate will be required to manage the operational requirements of digital transition, retention and or disposal of this large collection.

Eligibility/Other Requirements: It is desirable that applicants have a minimum of five years relevant experience with demonstrated records management experience within a Vocational Educational and Training (VET) sector. A Certificate IV in Training and Assessment or a willingness to undertake this training would be viewed favourably.

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

How to Apply: Response to this advertisement should be two pages in length, in an A4 format and with a 12 pitch font and include a current curriculum vitae and referee reports. In your examples you should explain: Your personal role in a records management environment; the methods you used to meet business requirements; any barriers you had to overcome, and what benefits and outcomes were achieved. If any other documentation needs to be provided these will be requested if required.

Applications should be submitted via the Apply Now button below.

Contact Officer: Paul Magin (02) 6207 4901 paul.magin@cit.edu.au

Chief Minister, Treasury and Economic Development

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

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

Commercial Services and Infrastructure

Property and Venues

ACT Property Group

Project Officer

Infrastructure Officer 2 \$84,359 - \$97,055, Canberra (PN: 44534)

Gazetted: 16 July 2019

Closing Date: 23 July 2019

Details: ACT Property Group is a flexible and agile workforce that provides high level customer service and support to our clients. We are seeking an enthusiastic and professional Project Officer as part of a small team to facilitate the delivery of high-level advice relating to building system and Heating, Ventilation and Air Conditioning (HVAC). In this position you will be required to manage the delivery of multiple HVAC upgrades along with maintenance and repairs to client's assets in accordance with their programs and expectations. You will also be required to provide technical and expert advice on HVAC issues to clients ensuring compliance with relevant industry legislation, standards and guidelines. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: A current driver's licence. Technical/Trade certificate in HVAC related work or relevant tertiary qualifications in the HVAC industry. Desirable: Diploma or Certificate IV Project Management, Certificate IV Work Health and Safety (WHS), knowledge of hazardous materials management/removal and contract management.

Note: This is a temporary position available until 29 November 2019 with the possibility of extension and/or permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Please submit your application addressing the Selection Criteria and provide a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

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

Workforce Capability and Governance

Workforce Governance Policy Officer

Administrative Services Officer Class 6 \$84,257 - \$96,430, Canberra (PN: 24609)

Gazetted: 12 July 2019

Closing Date: 26 July 2019

Details: The Workforce Capability and Governance Division within the Chief Minister, Treasury and Economic Development Directorate is seeking to fill the position of Workforce Governance Policy Officer. The successful applicant will have a good level of experience in interpreting and applying legislation, undertaking background research and preparing a range of briefs, advice and other policy documents. Good communication skills and an

ability to work on a number of projects at any one time is required. The team supports the work of the Remuneration Tribunal, develops whole of government employment policies on behalf of the Head of Service, maintains the legislative employment framework and contributes to the implementation of a range of governance projects.

Eligibility/Other Requirements: Relevant qualifications in law, public administration or human resources would be useful.

How to Apply: Please provide a supporting statement of no more than two pages outlining your experience and/or abilities against the responsibilities and Selection Criteria outlined in the Position Description; and your curriculum vitae with contact details for at least two referees.

Contact Officer: Andrew Hogan (02) 6205 4714 andrew.hogan@act.gov.au

Economic Development

Sport and Recreation

ACT Academy of Sport

Sport Psychologist

Professional Officer Class 2 \$84,257 - \$96,430, Canberra (PN: 25837)

Gazetted: 16 July 2019

Closing Date: 23 July 2019

Details: Sport and Recreation is seeking a Sport Psychologist to join our dynamic team of high performance professionals at the ACT Academy of Sport. This position involves working with developing to elite level athletes, coaches, stakeholders, performance service staff and sports medicine providers.

Eligibility/Other Requirements: Current Psychologist registration with the Psychology Board of Australia. Member of the Australian Psychological Society. Minimum five years working experience as a Psychologist with high performance athletes (development and elite) including those with a disability, and their coaches. This position requires a pre-employment medical. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position available from 14 October 2019 until 13 April 2020 with the possibility of extension. Selection may be based on application and referee reports only.

How to Apply: Applicants need to provide a written response addressing the Selection Criteria as well as their current curriculum vitae. Applicants also need to provide copies of the required qualifications, registrations and memberships.

Applications should be submitted via the Apply Now button below.

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

Revenue Management Division

ACT Valuation Office

Valuation Support Officer

Administrative Services Officer Class 5 \$78,197 - \$82,771, Canberra (PN: 34331, expected vacancy)

Gazetted: 12 July 2019

Closing Date: 26 July 2019

Details: The ACT Valuation Office (ACTVO) operates within the Revenue Management Division and provides valuation and advisory services to the ACT Government. The ACTVO has been the primary source of independent valuation services for the ACT Government since 2014 and operates on a cost recovery basis within the Directorate. Key focal points of the office are ensuring equity, quality, integrity and transparency of the valuation process ensuring that opinions and advice is substantiated by the evidence. This position is responsible for providing administrative support to the Principal Valuer and other team members of the ACT Valuation Office. We are looking for someone with strong administrative and organisational skills, sound verbal and written communication skills and the ability to establish and manage competing priorities and meet deadlines. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based

working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Applicants should provide a current curriculum vitae with details of two current referees, as well as a response to the capabilities listed under the "What You Require" section of the Position Description.

Applications should be submitted via the Apply Now button below.

Contact Officer: Crystal Jiang (02) 6207 5527 crystal.jiang@act.gov.au

Revenue Management Group

Rental Bonds

Client Service Officer

Administrative Services Officer Class 3 \$63,374 - \$68,204, Canberra (PN: 35825, several)

Gazetted: 16 July 2019

Closing Date: 23 July 2019

Details: The Rental Bonds unit is responsible for the receipt and management of residential tenancy rental bonds in the ACT. Applications are sought from suitably experienced and motivated individuals to fill the role of Client Service Officer. The successful applicants will need to be excellent communicators who can demonstrate an ability to work in a fast paced environment. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: These are temporary positions available for a period of six months with the possibility of extension up to 12 months. Selection may be based on application and referee reports only.

How to Apply: To complete your application, you must prepare responses to the capabilities listed under the heading 'What You Require'. Submit your responses along with a current curriculum vitae. For further information about the position, please contact the Contact Officer above.

Applications should be submitted via the Apply Now button below.

Contact Officer: Sherrie Mackey (02) 6207 1479 sherrie.mackey@act.gov.au

Commercial Services and Infrastructure

Shared Services

Finance and Payroll Services

Senior Director - Human Resources Applications Support

Senior Officer Grade A \$145,048, Canberra (PN: 44617)

Gazetted: 15 July 2019

Closing Date: 19 July 2019

Details: Shared Services employs about 950 people and provides strategic, technical, tactical and transactional support for ICT, finance, human resources and commercial services to ACT Government Directorates. Shared Services Finance provides high quality, timely and compliant corporate services for ACT Government directorates. These services include financial accounting and reporting, taxation and banking services, financial applications support, debt management, accounts payable and receivable. What you will do: The successful candidate will join the Shared Services Human Resource Applications Support business unit and this role manages the team that administers the Whole of ACT Government human resource systems for the production of the fortnightly payroll. The role also coordinates and delivers a program of business initiatives and projects undertaken specifically by Payroll Services. This position may supervise up to eleven (11) staff and reports directly to the Executive Branch Manager, Finance and Payroll Services. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: The position requires extensive experience, knowledge and skills in end-to-end payroll processing, legislative compliance, project management, business analysis, and change and communication management, to continuously deliver payroll business-as-usual functions across Government. Stakeholder management is also a critical skill for the role as Shared Services supports a number of Whole of ACT Government operations.

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

How to Apply: Applicants are required to submit a written application/pitch of one to two pages, addressing your suitability to meet the Professional and Technical Skills and Knowledge and Behavioural Capabilities. Your current curriculum vitae including the names and contacts of two referees will be part of your application.

Applications should be submitted via the Apply Now button below.

Contact Officer: Calvin Robinson (02) 6205 3819 calvin.robinson@act.gov.au

Workforce Capability and Governance

Public Sector Management

Professional Standards Unit

Director, Operations

Senior Officer Grade B \$124,891 - \$140,596, Canberra (PN: 31315)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: The Professional Standards Unit (PSU) is seeking applications from enthusiastic, innovative and committed individuals to fill the role of a Director, Operations. The successful applicant will work collaboratively, as one of two Director, Operations, supervising a number of Investigators to manage the day to day operations of the team. Principle responsibilities include investigative management, staffing, reporting, training and client partnership relationships to ensure the team and individual objectives are achieved. This position requires active involvement in fostering relationships and development, management and participation in projects to improve processes across the ACT Government and in the Professional Standards Unit. The Director, Operations may be required to represent the PSU in a range of government and non-government forums, including FairWork Australia and other tribunals as required. Applicants must have highly developed analytical and research skills and attention to detail and the capacity to apply these skills in the investigative context. The role requires exceptional written and oral communication skills, proven ability to prepare logical, well written, and thorough investigation reports, analysis of witness statements, and the ability to work as part of a small team under limited supervision, displaying excellent judgement, decision making, and problem solving skills. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Formal Investigative and/or Managerial qualifications are essential. Educational and professional qualifications checks may be undertaken prior to employment. Prior to commencement the successful candidate may be required to undergo a National Police check.

Note: This is a temporary position available until February 2020 with the possibility of extension and/or permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position operates in an activity-based working (ABW) environment. Under ABW arrangements, officers do not have a designated workstation/desk.

How to Apply: Expressions of Interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jim Venn (02) 6205 4657 jim.venn@act.gov.au

Communications

Strategic Communications and Media

Content Director

Senior Officer Grade B \$124,891 - \$140,596, Canberra (PN: 41355)

Gazetted: 15 July 2019

Closing Date: 31 July 2019

Details: Want to join a dynamic team of communications, engagement, marketing, digital and content specialists who are driving the future of government communications? Do you have a relentless drive to provide clear information to our community – in the way they want to receive it? Have a knack at working collaboratively with all stakeholders to ensure the audience is at the centre? Then the Communications and Engagement division within Chief Minister, Treasury and Economic Development Directorate (CMTEDD) want you! If you're successful, your role in the team will be to develop, deliver and improve content across channels and manage this with key stakeholders, including the media, working with officers from across the division. We'll be looking for you to hit

the ground running and under limited supervision you will: develop and provide well researched, evidence-based content and responses across all communication channels, audiences and stakeholders; work collaboratively with Senior Officers, Executives and Ministers' Offices to proactively improve content provided to our community; demonstrate extensive experience in audience and insights driven communication; provide analysis and reporting and develop strategies for proactive information release and content development; collate and strategically prepare information in response to media requests including talking points, training and briefings; liaise effectively with media representatives and a range of internal and external stakeholders; work as a senior member of the communications division to prioritise positive team culture, growth and development to drive your and your colleagues' career development; support and participate in best practice communications and engagement response at the Public Information Coordination Centre (PICC) in times of a Territory emergency; understand and work within the ACTPS Code of Conduct and ACTPS values of respect, integrity, collaboration and innovation, and model behaviour consistent with the ACTPS Respect Equity and Diversity framework. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications and a minimum of five years' experience working professionally in the fields of Journalism, Public Relations, Marketing, Digital Communications or Strategic Communication role is essential for this position.

Note: This is a temporary position available immediately for 12 months with the possibility of extension. The successful applicant will need to be available for occasional weekend and after hours work as required, with access to recovery leave. The ability to work flexibly with some out of hours work is required. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only.

How to Apply: Provide us a high level pitch on why you are the best person for this job, noting the duties above. Include a copy of your curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Emily Springett (02) 6205 9093 emily.springett@act.gov.au

Enterprise Canberra

Finance and Business Support

Management Accountant

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 44649)

Gazetted: 17 July 2019

Closing Date: 31 July 2019

Details: The Finance and Business Support team are seeking a highly capable Management Accountant to support the Skills Canberra business unit; by providing financial analysis, budgeting, forecasting, reporting and advice on a range of financial issues and performance. The successful applicant will be responsible for the overview of Skills Canberra finance function in relation to the variety of programs it manages and will deal with the higher-level analytical work which often results in findings and recommendations being put forward to senior management and executive staff. Effective communication, being highly organised and strong skills in analysis and research are essential. Skills Canberra is responsible and accountable for the provision of strategic advice and overall management of vocational education and training (VET). Skills Canberra also manages Commonwealth and ACT funding directed to VET programs in the ACT. This includes administering territory and national funds for a variety of programs addressing skills development for entry level and existing workers, as well as adult community education. The Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position starting immediately until 30 June 2020 with the possibility of extension and/or permanency.

How to Apply: Please provide a supporting statement of no more than two pages outlining experience and/or abilities against the Professional and Technical skills and Behavioural Capabilities outlined in the Position Description; and your curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Michelle Kidd (02) 6205 8675 michelle.kidd@act.gov.au

Economics and Financial Group

Macroeconomics Branch

Senior Economic and Revenue Forecaster

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 33473)

Gazetted: 16 July 2019

Closing Date: 30 July 2019

Details: Macroeconomic Branch in the ACT Treasury requires a highly experienced economic and revenue forecaster to undertake a range of duties including: Economic forecasting (including construction and analysis of econometric models); Revenue forecasting (including scenario analysis of alternate policy positions); long term economic and fiscal modelling; analysis and interpretation of macroeconomic statistics; the preparation of written and oral briefings on complex economic policy issues; and other duties as directed. The position is a technical one that also requires the ability to translate economic data into sound policy advice for the government and communicate this advice via strong written and oral skills. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Experience in Commonwealth or State Treasuries, the Reserve Bank of Australia (RBA) or major financial institution highly regarded. Economics qualifications from a leading university are essential. A robust economic framework based on solid academic foundations and refined over five to ten years of directly relevant work history is also essential. The successful candidate is likely to have 10 years of directly relevant experience as well as strong written and oral communication skills. Strong interpersonal skills are also a must.

How to Apply: A short response to the Selection Criteria as well as two referees should be provided by way of application for the position.

Applications should be submitted via the Apply Now button below.

Contact Officer: Andrew Beaumont (02) 6205 9121 andrew.beaumont@act.gov.au

Revenue Management

ACT Valuation Office

Valuer

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 34329)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: The ACT Valuation Office (ACTVO) provides valuation and advisory services to the ACT Government. We are seeking a Valuer who is experienced in rating valuations with a strong technical background and can demonstrate a good understanding of valuing real estate in the ACT. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Relevant tertiary qualifications and Certified Practising Valuer (CPV) status with a recognised professional valuation institute or equivalent. Demonstrated valuation experience in rating, acquisitions and lease variations will be highly regarded. A current driver's licence is required.

Note: An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk. Selection may be based on application and referee reports only.

How to Apply: Applicants should provide a current curriculum vitae, including details of two referees, and a response to Selection Criteria contained in the Position Description.

Applications should be submitted via the Apply Now button below.

Contact Officer: Stephen Protopopoff (02) 6205 3341 stephen.protopopoff@act.gov.au

Enterprise Canberra

Innovate Canberra

Trade and Invest Canberra

ACT TradeStart Advisor

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 43838)

Gazetted: 16 July 2019

Closing Date: 1 August 2019

Details: The ACT Government has entered into a partnership with Austrade to deliver TradeStart export advice to export ready Canberra companies. The Innovation, Industry and Investment team is seeking a highly capable TradeStart Adviser to help exporters make informed decisions. You will provide practical export advice from your own experience and liaise with Austrade's overseas staff and trade teams in Australia. The successful applicant will need high-level problem solving and client service skills, as well as the ability to gather and analyse information from a variety of sources to assist with exporters' market selection. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available immediately until 30 June 2022 with the possibility of extension and/or permanency. This position is being re-advertised, previous applicants will continue to be assessed as part of this process and do not need to reapply. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Applicants are asked to supply a supporting statement of no more than two pages outlining experience and/or abilities against the Professional and Technical skills and Behavioural Capabilities outlined in the Position Description and your curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: David Saunderson (02) 6207 0112 david.saunderson@act.gov.au

Commercial Services and Infrastructure

Property and Venues

ACT Property Group

Assistant Director

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 44533)

Gazetted: 12 July 2019

Closing Date: 19 July 2019

Details: ACT Property Group is a flexible and agile workforce that provides high level customer service and support to our clients. We are seeking an enthusiastic and professional Assistant Director to facilitate the delivery of high-level advice relating to building system and Heating, Ventilation and Air Conditioning (HVAC). As the Assistant Director of the team, you will be required to oversee the delivery of multiple HVAC upgrades along with maintenance and repairs to client's assets in accordance with their programs and expectations. You will also be required to provide technical and expert advice on HVAC issues to clients ensuring compliance with relevant industry legislation, standards and guidelines.

Eligibility/Other Requirements: A current driver's licence. Technical/Trade certificate in HVAC related work or relevant tertiary qualifications in the HVAC industry. Desirable: Diploma or Certificate IV Project Management, Certificate IV Work Health and Safety (WHS), knowledge of hazardous materials management/removal and contract management. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available immediately until 29 November 2019 with possibility of permanency. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months. Selection may be based on application and referee reports only. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: All applications should address the Selection Criteria and have a copy of a current curriculum vitae attached.

Applications should be submitted via the Apply Now button below.

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.

Australian School-based Apprenticeships - Aboriginal and Torres Strait Islander Employment Pathway Program Trainee \$327.93 - \$521.76, Canberra (PN: ASBA)

Gazetted: 12 July 2019

Closing Date: 26 July 2019

Details: Are you in Year 10 or 11 in 2019 and looking for an opportunity to discover what it is like to work for the ACT Government? Would you benefit from an opportunity to be paid to work one or two days a week, with a possible option to work full-time during school holidays? Maybe it is time to consider applying for the Employment Pathway Program (EPP). Apprentice Employment Network NSW and ACT and the Chief Minister, Treasury and Economic Development Directorate are working together with Australian Training Company to create opportunities for Aboriginal and Torres Strait Islander students from ACT Public Schools to transition to the workforce and earn while they learn. Australian School-based Apprenticeships (ASBAs) can be undertaken in occupational areas such as: Horticulture, Business, Information Technology and Events Management. There are many benefits to undertaking an ASBA pathway through the EPP, including: having a chance to try out an occupation and learn new skills earning while you are learning discovering what it is like to work for the ACT Government receiving support and mentoring for the duration of your ASBA from a Group Training Organisation (GTO), the Australian Training Company having a GTO involved that will help to monitor your training and provide workplace mentoring support for you and your workplace supervisor.

Eligibility/Other Requirements: This is a designated position in accordance with *s42, Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Note: This is a casual position and the full-time wage noted above will be pro-rata. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: If you are interested in the program please contact Karyn Hunter on 0438 984 212 or khunter@austrg.com.au.

Contact Officer: Karen Hunter (02) 6205 7466 khunter@austrg.com.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

Housing ACT

Infrastructure and Contracts

Contract Management

Assistant Director, Contract Governance

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 10575)

Gazetted: 11 July 2019

Closing Date: 25 July 2019

Details: We are looking for a diligent, versatile and enthusiastic person to join the Contract Management Team as the Assistant Director, Contract Governance. You will be leading a team of four high performing staff to manage the governance of the Total Facilities Management contract between Housing ACT and Programmed FM. The larger team is a group of 19 passionate, determined workers who believe in making a difference for some of Canberra's most vulnerable and aren't afraid to use their initiative.

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

How to Apply: Please submit an application addressing the Selection Criteria, your curriculum vitae, and the names of at least 2 referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Heidi Bell (02) 6207 4177 heidi.bell@act.gov.au

Education

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

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

School Performance and Improvement

North and Gungahlin Network

Gold Creek School

Classroom Teacher - English and French or Humanities

Classroom Teacher \$68,022 - \$101,821, Canberra (PN: 08482, several)

Gazetted: 16 July 2019

Closing Date: 30 July 2019

Details: Gold Creek School is a P-10 school in the Gungahlin area that supports individualised learning through the implementation of International Baccalaureate programs, as a framework for teaching the Australian Curriculum. We are committed to professional learning opportunities, collaboration, differentiation, inclusivity and working with our community. An opportunity exists for a High School trained English and French or Humanities teacher, to join our Senior Campus team.

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

How to Apply: Applicants are to provide a curriculum vitae and a two page statement of claims based on the Australian Professional Standards for Teachers.

Applications should be submitted via the Apply Now button below.

Contact Officer: Sam Beattie (02) 6142 1266 sam.beattie@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.

Strategic Policy

Executive Branch Manager, Strategic Policy

Executive Level 1.4 \$251,027 - \$260,803 depending on current superannuation arrangements, Canberra (PN: E826)

Gazetted: 17 July 2019

Closing Date: 24 July 2019

Details: The Education Directorate has a temporary vacancy available immediately to 29 May 2020 to fill the position of Executive Branch Manager Strategic Policy.

The Executive Branch Manager, Strategic Policy works to the Executive Group Manager, System Policy and Reform (EGM-SP&R) as a member of the Directorate's executive team to provide policy development and strategy formulation in context of the ACT Government's reform of the *Education Act 2004* and the Government's Future of Education Strategy. The role supports the Director General and the EGM-SP&R through the design and delivery of key elements of the Directorate's strategic policy program. The Executive Branch Manager also ensures alignment of ACT strategic initiatives with National Priority Initiatives under the National Schools Reform Agreement and associated bilateral agreement.

The position requires a person with a diverse skill set - encompassing, policy and legislation development, change management, program management, strategist, risk management and strategic stakeholder consultation.

Note: Selection may be made based on expressions of interest and CV only. This vacancy is open to current ACTPS employees. Please note that the successful applicant will be required to enter into an executive contract (with associated remuneration) for the advertised period.

Remuneration: The position attracts a remuneration package ranging from \$251,027 to \$260,803 depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$195,520.

Contract: The successful applicant will be engaged under a performance based contract.

How to Apply: Interested candidates should submit a two-page expression of interest and a current CV (including the contact details of two referees) to Deb Efthymiades, via email at deb.efthymiades@act.gov.au by COB Wednesday 24th July 2019.

Contact Officer: For questions about the role, please contact Robert Gotts, via Crystal Muller, on (02) 6205 9558.

School Performance and Improvement

School Planning and Review

Senior Director School Planning and Review

School Leader A \$150,276 - \$180,443, Canberra (PN: 24917)

Gazetted: 11 July 2019

Closing Date: 29 July 2019

Details: The Senior Director of School Planning and Review will lead the School Review team and planning supports for schools to enable school improvement. This will include expertise in data analysis to improve the precision of strategies and supports for school improvement and performance for ACT schools. The Senior Director will work as part of an executive team to monitor and drive school performance and improvement through evidence-based decision making and responses to support all ACT public schools. The Australian Capital Territory Public Service (ACTPS) is a values based organisation where all employees are expected to embody the prescribed core values of respect, integrity, collaboration and innovation, as well demonstrate the related signature behaviours.

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 professional teaching registration with the ACT Teacher Quality Institute (or eligibility to obtain). Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to

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

How to Apply: Applicants should submit a response to each Selection Criteria which outlines skills and experience relevant to the position. Applicants should submit a current curriculum vitae and the names and contact details of two referees. Interested applicants are encouraged to contact the Contact Officer prior to submitting an application.

Applications should be submitted via the Apply Now button below.

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the collective/enterprise agreement provisions will assess all applications for this position. This selection process is not appealable.

Contact Officer: Mark Huxley (02) 6205 3988 mark.huxley@act.gov.au

School Performance and Improvement

South and Weston Network

Torrens Primary School

Executive Teacher

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 02234)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: Torrens Primary School is looking for a motivated School Leader to join our team. The successful applicant will lead with integrity, courage and purpose to build trusting respectful relationships. The successful applicant will use Timperley's Spiral of Inquiry to lead three teaching teams of Primary Teachers in Professional Learning Communities to improve growth in writing; coach and mentor teachers as part of a collaborative team and support student wellbeing across the school.

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

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

Note: This is a temporary position available immediately until 26 January 2020.

How to Apply: Please submit your curriculum vitae, statement of claims based on the leadership capabilities outlined in the application package (maximum five pages) and two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Rachel Matthews (02) 6142 0777 rachel.matthews@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.

Service Delivery and Design

Digital Strategy, Services and Transformation

Assistant Director, Business Systems - Teaching and Learning

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 32650)

Gazetted: 16 July 2019

Closing Date: 30 July 2019

Details: Digital Strategy, Services and Transformation (DSST) Branch provides services to the Directorate in identifying, developing and managing appropriate information and technical resources for corporate and school staff. This includes managing and providing advice on Teaching and Learning systems, Business and Administration systems, ICT programs and relevant policies and procedures. Our ideal candidate has experience in the management of ICT Systems and will be a trusted partner in representing the internal customer's digital and technology needs within the Directorate. You are amazing at prioritising your time, able to think outside the box and have experience in the management of third-party vendors. You will have a strong understanding of IT Service Management and ideally be familiar with education settings. You will have the ability to make a positive impact on the business through the reduction of costs arising from service issues, increased efficiency and improved communication, developing a better understanding of users' needs and championing Directorate commitments to continual improvement. Your investigation and problem-solving skills should be one of your core professional strengths. Our ideal candidate takes ownership of issues and will demonstrate the ability to have an overall perspective on business issues, events, activities and an understanding of their wider implications and long-term impact in the education sector. You will have highly developed leadership and stakeholder engagement skills, and you will be able to demonstrate your ability to consistently apply commitment to excellent customer service principles, practices and attributes. A proven ability to provide advice on information management, business applications, information and communication technology and online delivery is required, as is the necessity to communicate clearly and with influence. You will also have the ability to negotiate persuasively and professionally and represent the Directorate's best interest. The ability to 'wear multiple hats' and juggle priorities, be resilient and tactful, passionate about what you do and committed to making a difference are key traits for the ideal candidate.

Eligibility/Other Requirements: Strong written and verbal communications skills will also be required for this role, as well as a strong understanding of Project Development and Asset Management Life Cycles. Extensive knowledge of information technology and information management as it relates to the education, government and community sectors will be highly regarded.

Note: This is a temporary position available for 12 months with the possibility of permanency. A merit pool will be established from this selection process and may be used to fill similar vacancies over the next 12 months.

How to Apply: In two pages or less tell us: How your skills align to this role; what you would bring to the role in particular what experience you could apply to this position; and; describe an achievement that you are most proud of that is relevant to this role. A current curriculum vitae, and two referees with a thorough knowledge of your work performance and outlook. Please ensure that one of the referees is your current or immediate past supervisor. Referees will not be contacted without your knowledge.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jodie Crawford (02) 6207 1946 jodie.crawford@act.gov.au

Service Design and Delivery

Learning and Wellbeing. Universal School Support

Assistant Director - Government Business

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 00161)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: The Executive Branch Manager, Learning and Wellbeing and the Executive Branch Manager, Universal School Support are looking for a dynamic and experienced officer to lead their response to government business.

The successful applicant will possess high level communication skills with a demonstrated capability to provide leadership in government writing, assembly briefing, research and strategic advice. The role will manage all correspondence and provide effective quality assurance ensuring all deadlines are met. Team work is an essential skill for this position as is the ability to liaise effectively with both internal and external stakeholders. If you are an enthusiastic person, who shows initiative and is looking to lead in a positive, fast-paced work environment then this role is for you.

How to Apply: Please provide an up to date curriculum vitae, details of two referees (preferably a current manager) and a written response to the Selection Criteria. Please email a copy of your application to the Contact Officer.

Applications should be submitted via the Apply Now button below.

Contact Officer: Jason Borton (02) 6205 1099 jason.borton@act.gov.au

Health

Selection documentation for the following positions may be downloaded from

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

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

Clinical Services

Women Youth and Children

WCH Operational

Clinical Director - Paediatrics and Children's Services

Senior Specialist \$222,205, Canberra (PN: 26039)

Gazetted: 18 July 2019

Closing Date:

Overview of the work area and position: The Clinical Director - Paediatrics and Children Services, reports to the Clinical Director - Women, Youth and Children's Services (WY&C). The role participates actively in the Divisions leadership team. There is an expectation that the successful applicant will maintain accountability for their own practice standards and education. The position holder is expected to operate within the Public Sector Management Act (1994), the ACT Public Service Code of Conduct and the professional requirements specified by the appointee's Specialist College. The position will be accountable and responsible to the Clinical Director - Women, Youth and Children's Health Services through an Individual Learning and Development Plan. The Clinical Director and the Assistant Director of Nursing for each department service area will work in partnership to ensure high quality outcomes for the people who use the service. In addition, they will work in collaboration with other departments to ensure high quality outcomes for the people who use services across the Division. In conjunction with the Clinical Director - WY&C, the appointee will be expected to provide a high level of clinical leadership to ensure that allocated resources are managed to meet all service delivery targets. A key role will be to ensure medical engagement with the service, and to efficiently manage medical staff recruitment, placement and leave arrangements. The appointee will be expected to represent the Division both internally and externally in a range of strategic and planning forums. It is expected that approximately 50% of the Clinical Director's time will be focused on their substantive clinical service delivery role and approximately 50% will be allocated to the other duties. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, \$359,948

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Royal Australian and New Zealand College of Paediatrics and evidence of satisfactory participation on the RANZCP continuing professional development program or equivalent specialist qualifications. Please note prior to commencement successful candidates will be required to: Be granted with their Scope of Clinical Practice through the Medical Dental Appointments Advisory Committee (MDAAC). Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases. Note: This position is a permanent senior specialist position. The Clinical Director position is for a three-year tenure.

Contact Officer: Katrina Bracher, Executive Director Women Youth and Children (02) 5124 7389

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Ground Level, Building 23 The Canberra Hospital, GARRAN ACT 2606

Clinical Services

Pathology

Biochemistry

Director of Chemical Pathology

Senior Specialist \$222,205, Canberra (PN: 29846)

Gazetted: 18 July 2019

Closing Date:

Overview of the work area and position: ACT Pathology is a division of the Canberra Health Services with laboratories located at both the Canberra Hospital and Calvary Hospital operating 24 hours, seven days a week all year round. Pathology provides diagnostic and consultative services to medical specialists and general practitioners and their patients in hospital and in the community. Clinical Chemistry provides diagnostic, analytical and consultative services. It performs a wide spectrum of testing that ranges from automated, high throughput analysis to specialised testing. It is one of the busiest laboratories within pathology performing over 1 million tests per annum. Clinical Chemistry is currently accredited with the Royal College of Pathologists Australasia (RCPA) for provision of Registrar training for a period of 4 years. Under broad direction of the Executive Director of Pathology, you will be required to provide supervision and leadership of the Clinical Chemistry laboratory, attend the laboratory for designated sessions, participate in the Clinical Chemistry on-call roster, and provide supervision and training to registrars ensuring quality of results reported from the laboratory. This position would suit a JSAC dual fellowship holder with interest in endocrinology and/or metabolic medicine as it may be possible to organise associated clinical work to cover these areas. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, \$359,948 Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency with specialist registration in Chemical Pathology. Fellowship of the Royal College of Pathologists Australasia (FRCPA) or equivalent specialist qualifications. Territory qualification or equivalent in Chemical Pathology and eligibility for membership of the appropriate professional organisation. Must hold a current driver's license. Desirable: Higher academic qualifications are desirable. Previous management experience. An interest and proven record in clinical research. Please note prior to commencement successful candidates will be required to: Be granted with their Scope of Clinical Practice through the Medical Dental Appointments Advisory Committee (MDAAC). Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: This is a permanent part time position at 32 hours per week. The Clinical Director position is for a three-year tenure.

Contact Officer: Professor Jane Dahlstrom, A/g Executive Director (02) 5124 2891

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Ground Level, Building 23 The Canberra Hospital, GARRAN ACT 2606

Justice and Community Safety

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

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

ACT Corrective Services

Corporate Services

Business Services Unit

Administration Officer

Administrative Services Officer Class 4 \$70,359 - \$76,184, Canberra (PN: 43038)

Gazetted: 17 July 2019

Closing Date: 1 August 2019

Details: ACT Corrective Services (ACTCS) is seeking a motivated and conscientious person to fill the position of Administration Officer in the Business Services Unit. The successful applicant will be required to work in a demanding, process-driven environment to meet deadlines and undertake a range of operational and customer service activities, including telephone services and enquiries from detainees and their families. In addition, you will undertake transactional processing, daily banking and cash collection ensuring that weekly banking is kept up to date along with daily operational deadlines. Further to this, you will be required to adhere to the policies and procedures manual, and provide ongoing support to business units at the Alexander Maconochie Centre (AMC) with clarity of verbal communication, follow-up in writing and clear record-keeping. To be successful, you will possess excellent customer service and communication skills and a demonstrated ability to manage personal work priorities. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

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

The successful applicant may be required to undergo a National Police Check. Excel skills are desirable.

Note: This is a temporary position available for six months with possibility of extension up to 12 months. This position requires an 8am start.

How to Apply: Applicants are required to submit three items: 1) Statement of claims against specified Selection Criteria; 2) a current curriculum vitae; and 3) the names and contact details of two referees (one should be a current Supervisor/Manager). Please ensure you submit all three items.

Applications should be submitted via the Apply Now button below.

Contact Officer: Callum McNicol (02) 6207 6250 callum.mcnicol@act.gov.au

Legislation, Policy and Programs

Road Safety and Transport Regulation

Senior Policy Officer

Senior Officer Grade C/Legal 1 \$61,785 - \$124,436, Canberra (PN: 36204)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: This position is located within Transport Regulation section which is responsible for the research and development of policy, regulation and legislation on a range of road safety and transport matters. Current priorities for the section include: implementation of the reforms to the graduated licensing scheme; reforms to ACT road transport legislation, including a review of the policy and regulatory framework associated with impaired drivers; and participation in national working groups, for example, developing a national regulatory framework for autonomous vehicles. The successful applicant will have strong communication skills, with a proven ability to deliver quality products within set timeframes. They will also be required to develop and promote positive relationships with stakeholders and represent the Directorate in consultations.

Eligibility/Other Requirements: Policy and legislative development experience would be highly regarded. To be considered for the Legal 1 stream you must have a degree in Laws of an Australian tertiary institution, or a comparable overseas qualification, which, in the opinion of the Director-General, is appropriate to the duties of the office.

How to Apply: Please provide a current curriculum vitae, the name and contact details of two referees, and a supporting statement of no more than two pages outlining skills and experience relevant to the Selection Criteria.

Applications should be submitted via the Apply Now button below.

Contact Officer: Alison Kemp (02) 6207 5891 alison.kemp@act.gov.au

Transport Canberra and City Services

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

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

City Services

City Operations

Infrastructure Planning/Asset and Data Integration

GIS and Asset Officer

Technical Officer Level 3 \$72,989 - \$82,486, Canberra (PN: 24897, several)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: The Asset and Data Integration (ADI) team are seeking to recruit two Geographic Information system (GIS) and Asset Officers (one permanent and one temporary contract) within City Operations. The ADI team is located within the Infrastructure Planning section and supports RoadsACT and City Presentation in the management of Canberra's public places and infrastructure. The ADI team is also responsible for geospatial and asset data management for ACT Parks and Conservation (Environment, Planning and Sustainable Development Directorate) through a formal Memorandum of Understanding.

These positions support City Operations with asset and data management, geospatial planning and analysis, and providing business intelligence to support future strategies, policies and investment programs.

Key duties for both roles include:

Under limited direction, develop, maintain and coordinate GIS capability to support the functions of RoadsACT, City Presentation and ACT Parks and Conservation.

Validate and capture asset data into the asset management system from Works As Executed (WAE) drawings, field audits, existing maps, aerial photography, LiDAR and tabular data.

Investigate and resolve topology, rectification and data quality issues.

Design high-quality map, graphic and reporting outputs from the asset management system.

Carry out and coordinate project work as required, including data collection, database development, and map preparation.

Assist in the development of support systems to enable the adoption of GIS technology as a decision support tool in public land management.

Liaise with staff and other agencies as to provide GIS support as required.

Contribute to Infrastructure Planning initiatives and undertake other related tasks at a similar technical level as required.

In addition to the duties above, the one year contract position will assist the Urban Treescape unit plant an additional 17,000 trees by providing geospatial planning and analysis and asset data management for the program.

This position will also assist the Spatial Data and Information Manager (Urban Treescapes) develop the urban tree asset register and support the dead tree removal, watering and audit programs. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Permanent Resident of Australia; and driver's licence (C Class) is mandatory.

Relevant tertiary qualifications are highly desirable

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

How to Apply: Applications are sought from potential candidates and should include your current curriculum vitae, the name and contact details of two referees and written response addressing each of the numbered Selection Criteria (maximum one page per criteria).

Applications should be submitted via the Apply Now button below.

Contact Officer: Daniel Goodwin (02) 6205 0066 daniel.goodwin@act.gov.au

City Services

Roads ACT

Road Maintenance/Program Delivery

Contract Manager

Infrastructure Officer 1 \$69,932 - \$82,628, Canberra (PN: 23553)

Gazetted: 11 July 2019

Closing Date: 25 July 2019

Details: Roads ACT are seeking candidates for a Contract Manager to coordinate the planning and delivery of a range of infrastructure maintenance, with accountability for administration, productivity and efficiency, quality standards and Work Health Safety and environmental requirements.

Eligibility/Other Requirements: The successful candidate will have (or the ability to obtain) a diploma in the relevant technical field and/or technical experience. A current driver's licence is mandatory.

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

How to Apply: Please provide a supporting statement of no more than 300 words against each criterion, outlining experience and/or abilities outlined in the Position Description; contact details for at least two referees, and your curriculum vitae.

Applications should be submitted via the Apply Now button below.

Contact Officer: Bronwen Duke (02) 6207 5763 bronwen.duke@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.

Transport Canberra and City Services

Transport Canberra

Transport Canberra Operations

Bus Operator

Bus Operator - Training \$68,960, Canberra (PN: NDRTO1, several)

Gazetted: 12 July 2019

Closing Date: 27 September 2019

Details: DO YOU LOVE PROVIDING GREAT CUSTOMER SERVICE? ARE YOU AVAILABLE TO WORK DAYS, NIGHTS AND WEEKENDS? THEN WE WANT TO HEAR FROM YOU!

Transport Canberra is looking for new and experienced part-time and casual bus operators to join our team to deliver high-quality passenger services across Canberra. Transport Canberra is establishing a pool of suitable applicants to become Bus Operators. This pool will be used to fill upcoming permanent part-time and casual positions over the next 12 months. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

We are seeking people with outstanding customer service skills, strong communication skills, fantastic personal presentation and a great driving record to help deliver around 19 million bus boardings each year. To be a successful bus operator you need to:

Have great navigational and time-keeping skills and be able to follow a regular schedule over specified routes of travel. Be able to operate a public transit vehicle, ensuring safe and comfortable carriage of all customers Always adhere to all relevant legislation and TCCS policies. Meet Transport Canberra's eligibility and suitability requirements – visit <https://www.transport.act.gov.au/jobs> for more information

Demonstrate the TCCS values of safety, excellence, collaboration, respect, innovation and integrity

Transport Canberra offers great pay and benefits, as well as comprehensive training and licence upgrades. Further information is available in the [Transport Canberra Operations \(ACTION\) Enterprise Agreement 2018-2021](#).

If successful, you will be employed casually while undergoing three-five weeks of training. Positions will then be offered upon successful completion of the training course.

Eligibility and Other Requirements:

To work as a Transport Canberra Bus Operator, you must:

Hold a "C" Class driver's licence and to have held a licence issued by an Australian State or Territory for at least five years.

Be able to supply a five year history of your driving in Australia

Be able to obtain and maintain a Medium Rigid (MR) licence and Public Vehicle Driving Authority (PVDA) – For applicants based in NSW, obtaining an upgrade to a MR licence will be at the applicant's cost

Be able to obtain a Heavy Vehicle (HR) Licence between 6 to 12 months after commencing with Transport Canberra

Be able to successfully complete all pre-employment checks including: National Police check, medical assessment, literacy and numeracy assessment, functional (heavy vehicle) driving assessment and psychometric assessment
Further information on eligibility and other requirements to be a Bus Operator can be found at <https://www.transport.act.gov.au/jobs>

Note: Permanent part-time Bus Operator positions are available at a minimum of 20 hours per week and the above full-time salary noted above is paid pro-rata. Casual positions are on an as needs basis.

How to Apply:

1. Attach the following documents to the Bus Operator Application:

- A copy of your Australian driver's licence
- A current five year Australian Driver History check (from the relevant state or territory authorities)
- Your curriculum vitae
- The 'Bus Operator Acknowledgement Submission 2019'
- A copy of your current Working with Vulnerable People registration or a copy of the receipt for your application for Working with Vulnerable People registration. Further information on Working with Vulnerable People registration can be found [here](#).
- Proof of Australian Residency (for non-citizens)

2. Attach a one-page pitch to the Bus Operator Application demonstrating your:

- Experience in navigational and time-keeping and your ability to follow a regular schedule
- Experience in delivering customer service and communication with a diverse range of people
- Experience in adhering to legislation and policies, including safety requirements
- Commitment to displaying the behaviours and values of an organisation for which you have worked
- Experience in working as part of a team but with limited supervision

Applications should be submitted via the Apply Now button below.

Applicants should note that a Joint Selection Committee (JSC) will be established in accordance with the Transport Canberra Operations (ACTION) Enterprise Agreement 2018 - 2021, to assess any applications received through this recruitment process.

Applications will be reviewed on a fortnightly basis.

Recruitment will be based on a range of assessment tools including the application; psychometric, numeracy and literacy assessments; an interview; a driving functionality test; and a National Police check; a comprehensive medical assessment; a licence upgrade to a MR class licence (if you do not currently have one); and to undertake a driving skills assessment (between two-six hours depending on individual skill level). All of these assessments will be considered before a final decision is made as to whether or not applicants have been successfully placed in the merit pool.

If you are successful in this recruitment process you will be offered a temporary contract for three-five weeks to complete the Bus Driver Training course. We recommend that you do not resign from your current employment until an offer of employment is made in writing.

Contact Officer: Hugh Gregory (02) 6207 7537 tccs.tcrecruitment@act.gov.au

Chief Operating Officer

Innovation and Customer Experience

Systems and Information Management

Implementation Manager

Senior Officer Grade B \$124,891 - \$140,596, Canberra (PN: 40696)

Gazetted: 17 July 2019

Closing Date: 31 July 2019

Details: Innovation and Customer Experience (ICx) branch is responsible for continually improving services and implementing innovative programs to deliver services and information to the Canberra Community. The Systems and Information Management (SIM) Team is an enabling unit for reform and innovation across Transport Canberra and City Services (TCCS) delivering high quality services, business solutions and advice to support the Directorate in achieving its policy and program outcomes and deliverables. SIM is seeking applications from a well-rounded leader who has an understanding of lifecycle asset management, systems implementation, project and change management, and knowledge of the complexities of service delivery in the local, state or federal government environment to fill the role of Implementation Manager. You will be required to oversee the implementation of our new asset management system and lead the associated change management required to ensure that the opportunities it provides are fully exploited. The Implementation Manager will take the lead of a small team to

design and deliver the implementation plan for the TCCS Asset Management Program rollout. The position will be required to undertake consultation with TCCS stakeholder groups through multiple channels across TCCS, playing a significant leadership role in supporting business units to on-board their operational staff to the new Asset Management System. There will be a major focus on program and project coordination and the occupant will be required to have the ability to analyse the impact of change on the business, working with stakeholders to identify the systems, digital requirements, training and processes that require development and implementation. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Tertiary qualifications in a relevant discipline and Program, Project and/or Prosci Change Management certified or equivalent certification.

Note: This is a temporary position available for 12 months. This position will be moving to a new workplace designed for activity-based working (ABW) in 2020. Under ABW arrangements, officers will not have a designated workstation/desk.

How to Apply: Please provide a written response to the Selection Criteria and a curriculum vitae containing two referees.

Applications should be submitted via the Apply Now button below.

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

Transport Canberra Operations

HR and Training

Training Manager

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 35978)

Gazetted: 12 July 2019

Closing Date: 26 July 2019

Details: Transport Canberra is looking for an experienced operational Training Manager to join the team. The Training Manager is responsible for delivering all Transport Canberra Operations training requirements, including Commuter Bus Driver, Field Transport Operations and Flexible Transport Office. The Training Manager is also responsible for the management of the training team and will manage the rostering of the trainers to ensure delivery of all training programs. We are seeking a Training Manager with strong communication and management skills as well as a strong focus on building organisational culture and customer service. Our Training Manager will need to think outside the box on how training is delivered to a diverse workforce, while ensuring Transport Canberra's training complies with relevant legislation and regulatory requirements. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements:

Must have a driver's licence (C-class) and a HR licence (mandatory requirements)

A Heavy Vehicle Assessor registration is highly desirable

Experience in the Transport or Logistics industries delivering training programs to an operational workforce

Experience driving a range of different buses

Possess a Certificate IV in Training and Assessment (TAE40110) or similar

Must be a great communicator and facilitator

Must be well-organised and able to lead others

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

How to Apply: Applicants are asked to attach your curriculum vitae and a one-page pitch addressing the following:

Experience in delivering contemporary training to an operational workforce

Experience in leading and managing a geographically dispersed team to deliver training programs, including modelling behaviours consistent with the ACT Government's Respect, Equity and Diversity Framework and lead safe work practices that are in accordance with the Directorate's Work Health and Safety system

Experience in consulting and collaborating to deliver training program

Applications should be submitted via the Apply Now button below.

Contact Officer: Nikki Curtin (02) 6205 3091 nikki.curtin@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.

City Renewal Authority

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

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

City Renewal Authority

Development

Project Director

Infrastructure Manager/Specialist 2 \$173,127, Canberra (PN: 37976)

Gazetted: 12 July 2019

Closing Date: 29 July 2019

Details: The City Renewal Authority (CRA) is established under Section 7 of the *City Renewal Authority and Suburban Land Agency Act 2017 (the Act)*, and regulated by Parts 8 and 9 of the *Financial Management Act 1996 (FMA)*, s. 50 of the *Planning and Development Act 2007* and the *Public Sector Management Act 1994 (PSMA)*.

The objectives of the Authority are set out in Section 8 of the *Act* and include:

the encouragement and promotion of a vibrant city centre through the delivery of design-led, people-focussed urban renewal

the encouragement and promotion of social and environmental sustainability operational effectiveness, delivering value for money using sound risk practices.

Our strategies to achieve these are set out in our [2025 Strategic Plan](#) and the City Precinct Renewal Program, and our success will be measured by:

a revitalised City Renewal Precinct that is sustainable, liveable and attractive

a diverse and active residential population that has a strong sense of community

the take-up of economic and business incubation opportunities for enterprises, small start-ups and creative people.

The Development Team is responsible for the delivering programs and projects as part of the City Precinct Renewal Program.

Reporting directly to the Chief Operating Officer, the Project Director will:

Deliver, manage, and be accountable for place plan programs which will include the delivery of infrastructure and activation projects from conception through to completion, including: business case development, project management; developing and monitoring strategic directions on project delivery issues; preparing and implementing the full range of project procurements including feasibility studies, planning, engineering, landscape and marketing strategies and related documentation; developing, implementing and monitoring financial feasibility plans and procurement plans and preparing, consultant briefs and project budgets and managing/monitoring delivery of projects, project budgets and consultants.

Facilitate co-operation and partnerships with other areas of the ACT Government and relevant authorities; key private sector organisations and contractors and represent the Authority at meetings with utility providers, private enterprise and community groups, including public meetings.

Analyse and identify project risks and develop associated risk management plans and undertake regular risk reviews for all projects.

Manage and foster a culture of sound Workplace Health and Safety practices across the program in accordance with legislation and guidelines established by CRA and the Territory.

Prepare and present high level reports and briefs to the CRA Board, Ministers and Cabinet on issues related to CRA projects.

Develop stakeholder engagement strategies, establish and maintain stakeholder relationships, and undertake community consultation with resident groups, industry groups, property developers and key stakeholders.

Prepare regular Project Status Reports for Executive, relevant Boards and Ministers outlining development options, outcomes, identified risks, budgetary matters and issues affecting the successful completion of projects within the identified timeframes or budget.

Manage, supervise and lead multi-disciplinary teams to effectively and efficiently deliver the key objectives of the Authority and in accordance with the strategic objectives of Government.

Eligibility/Other Requirements: Relevant tertiary and/or professional qualifications are essential in one or more of the following fields; Engineering, Architecture, Landscape Architecture and Project Management.

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

How to Apply: Please provide your response to the Selection Criteria below and provide a current curriculum vitae. *Applications should be submitted via the Apply Now button below.*

Contact Officer: Craig Gillman (02) 6207 2478 craig.gillman@act.gov.au

Design and Place Strategy

Assistant Project Manager

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 44580)

Gazetted: 17 July 2019

Closing Date: 29 July 2019

Details: Join one of the ACT Government's newest agencies and be part of something exciting. The City Renewal Authority is responsible for leading the transformation of the central parts of Canberra to make it a great place to live, explore and enjoy. Our immediate focus is on shaping Civic, Braddon, West Basin, Haig Park, Northbourne Avenue and Dickson. The objectives of the CRA include: The encouragement and promotion of a vibrant city through the delivery of design-led, people-focussed urban renewal; the encouragement and promotion of social and environmental sustainability and operational effectiveness, delivering value for money using sound risk practices. This position assists the Project Manager in the development, procurement, coordination implementation, monitoring, evaluation and progress reporting of assigned operational and capital projects/events and is responsible for the application of effective project planning, contract management and governance throughout the whole project life cycle.

Eligibility/Other Requirements: Formal qualifications in Architecture, Urban Design, Project Management, Place Management or demonstrable experience is desirable but not essential.

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

How to Apply: Please provide a written application addressing the Selection Criteria limiting responses to 350 word per criteria, along with your current curriculum vitae, listing two referees and their contact details.

Applications should be submitted via the Apply Now button below.

Contact Officer: Andy Sharp (02) 6207 2003 andy.sharp@act.gov.au

Canberra Health Services

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

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

Infrastructure Management and Maintenance

Facilities Management

Infrastructure and Health Support Services

Contract Management and Procurement Director

Infrastructure Manager/Specialist 3 \$184,668, Canberra (PN: 44142)

Gazetted: 18 July 2019

Closing Date: 16 August 2019

Details: Canberra Health Services (CHS) is focused on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people. It also services the surrounding Southern New South Wales region which includes the Bega Valley, Bombala, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Palerang, Queanbeyan, Snowy River, Upper Lachlan Shire and the Yass Valley. CHS administers a range of publicly funded health facilities, programs and services including but not limited to:

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

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

Mental Health, Justice Health, Alcohol and Drug Services provide a range of health services from prevention and treatment through to recovery and maintenance at a number of locations and in varied environments for people suffering from mental health issues.

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

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

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

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

Overview of the Work Area and Position

Infrastructure and Health Support Services Group is responsible for the infrastructure delivery and maintenance and a diverse array of non-clinical support services with the primary focus of delivering timely patient centric solutions across the CHS organisation.

The Contract Management and Procurement Director reports to the Executive Group Manager, Infrastructure and Health Support Services Group and is responsible for procurement and contract management activities across all CHS delivered services.

Eligibility/Other Requirements

Mandatory:

A Degree or Diploma in a relevant Technical/Commercial field and demonstrated relevant experience, and/or trade certification with at least 10 years significant project management experience.

Desirable:

Experience in the delivery of procurement projects within an operating health environment

Experience working within a public sector and/or demanding client project environment.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Contact Officer: Colm Mooney (02) 5124 9711 colm.mooney@act.gov.au

Clinical Services

Nursing Midwifery and Patient Support Services

Nursing Administration

Nursing and Midwifery Resource Office CDN

Registered Nurse Level 2 \$93,151 - \$98,728, Canberra (PN: 32303)

Gazetted: 18 July 2019

Closing Date: 1 August 2019

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

Overview of the Work Area and Position

A full time permanent vacancy exists for a Registered Nurse 2 as the Clinical Development Nurse (CDN) within The Nursing and Midwifery and Patient Support Services (NMPSS). The CDN works as part of the Nursing and Midwifery Resource Office (NMRO) team. The CDN will be responsible for the education and support of relief pool nurses, casual nurses and Assistants in Nursing (AIN's). This position will provide and promote education, feedback, reflective practice and innovative change to facilitate excellent and safe patient care.

Eligibility/Other Requirements

Mandatory:

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) as a Registered Nurse.

Desirable:

Postgraduate qualifications (or working towards) in Healthcare, Education or equivalent.

Experience in a healthcare facility

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Note

This position is permanent full-time Monday to Friday.

Contact Officer: Jenny Hegarty (02) 5124 2915 jenny.hegarty@act.gov.au

Clinical Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Psychologist - Clinical Manager

Health Professional Level 3 \$92,103 - \$97,049 (up to \$101,862 on achieving a personal upgrade), Canberra (PN: 31329)

Gazetted: 18 July 2019

Closing Date: 1 August 2019

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

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

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

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

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

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

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients

The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include:

Adult Acute Mental Health Services

Adult Community Mental Health Services

Alcohol and Drug Services

Child and Adolescent Mental Health Services (CAMHS)

Justice Health Services, and

Rehabilitation and Specialty Mental Health Services

Overview of the work area and position

The Psychology allied health position is based in the Tuggeranong Mental Health Team, a multidisciplinary team in Adult Community Mental Health Services (ACMHS). Allied health staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan.

The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care (MoC) which will improve the responsiveness and diversity of services offered to people. The new MoC is underpinned by principles of recovery and aims to:

Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions

Clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact

Provide optimal treatment for people in their homes and community as effective hospital diversion

The successful applicant/s will be required to work as a member of the multidisciplinary team providing assessment and management of people experiencing mental illness. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies.

The successful applicant/s will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. It is an expectation that you will contribute your expertise to the multidisciplinary team; provide supervision to staff at the Health Professional 1 and 2 Levels as well as students.

Importantly the new MoC will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care.

The position reports to a Team Leader who is based on site in the health centre and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants).

This is an exciting opportunity for someone who may be interested in a working in a program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements:

Mandatory:

For Psychology:

Be registered or be eligible for general registration with Psychology Board of Australia

Minimum of three years (ideal five years) post qualification

Highly Desirable:

Approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns and/or Higher Degree Student

Minimum of three years (ideal five years) post qualification

Prior to commencement successful candidates will be required to:

comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals
comply with ACT Health occupational screening requirements related to immunisation.

have current registration issued under the ACT Working with Vulnerable People Act 2011 and undergo a pre-employment National Police Check.

Contact Officer: Danny Farrow (02) 6205 2787 danny.farrow@act.gov.au

Operational Performance

Finance and Business Intelligence

Patient Accounts

Team Leader - Revenue Data

Administrative Services Officer Class 6 \$84,257 - \$96,430, Canberra (PN: 30827)

Gazetted: 18 July 2019

Closing Date: 30 July 2019

Our Vision: creating exceptional health care together

Our Role: to be a health service that is trusted by our community

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

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

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

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

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

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the Work Area and Position

The Patient Accounts Revenue Data Team is responsible for accurate and timely revenue collection and related reporting.

The Team Leader reports directly to the Senior Manager and is responsible for managing a small team.

Eligibility/Other Requirements

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note

This is a temporary position available for 12 months with the possibility of extension.

Contact Officer: Catherine Swift (02) 5124 9011 catherine.swift@act.gov.au

Clinical Services

Surgery and Oral Health

Dental Health Program

Finance Officer

Administrative Services Officer Class 4 \$70,359 - \$76,184, Canberra (PN: 22972)

Gazetted: 18 July 2019

Closing Date: 1 August 2019

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

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

A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the Work Area and Position

The Dental Health Program (DHP) is in the Division of Rehabilitation, Aged and Community Services and offers a range of public dental services to the community including:

Child and Youth dental services to all children under the age of 14 years who live in or attend an ACT school.

Young people under the age of 18 with access to a Centrelink-issued Pension Concession or Health Care Card.

Adult dental services for ACT residents who are the primary holder of a Centrelink-issued Pension Concession or Health Care Card.

Whilst providing services that include, preventative dental interventions and health promotion, emergency dental care, restorative and prosthetic dental care and some orthodontic interventions for eligible clients.

These services are delivered in the community to:

Gungahlin Health Centre

Belconnen Health Centre

Civic Health Centre

Phillip Health Centre

Tuggeranong Health Centre

Alexander Maconochie Centre

Mobile Dental Clinics

The Finance Officer position is currently located in Civic and is part of the Dental Administration Team. Under limited direction, you will play a key role in providing financial processing tasks such as liaising with both internal and external clients for account enquires, accounts payable and debt recovery processes.

Eligibility/Other Requirements

Desirable:

Previous experience in a financial processing role, understanding of dental item numbers and billing processes or similar/or ability to acquire within a short time frame.

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note

This is a temporary position available for 12 months with the possibility of extension and/or permanency. The successful applicant may be selected from application and referee reports only.

Contact Officer: Karen Macdonald (02) 5124 1721 karen.macdonald@act.gov.au

Infrastructure Management and Maintenance

Facilities Management

Health Infrastructure Program

Administrative Support Officer, Infrastructure Management and Maintenance

Administrative Services Officer Class 4 \$70,359 - \$76,184, Canberra (PN: 39524)

Gazetted: 18 July 2019

Closing Date: 30 July 2019

Details: About us:

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

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

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the work area and position:

Infrastructure Management and Maintenance is responsible for the project delivery, maintenance and asset management of Canberra Health Services property portfolio.

The Safety and Risk Section provides specialised advice and oversight on all areas of construction work undertaken for Canberra Health Services. This includes planned and reactive maintenance, minor and major projects undertaken on both Brown and Greenfield sites.

The Safety and Risk Section is involved of all stages of construction from concept, through design, delivery, commissioning and demolition. Frequently, this is undertaken in an operating health care environment and the inherent complex challenges that come along with the environment.

The role of the Administrative Support Officer is to provide support to the Safety and Risk Section in a wide variety of tasks. This includes monitoring multiple email accounts, collation and upload of documents into Microsoft SharePoint, management of multiple registers, of business systems, training and compliance for all employees, embedded staff and contractors. Additionally, the Administrative Support Officer will assist to maintain the Infrastructure Management and Maintenance SharePoint site as a SharePoint Administrator.

Contact Officer: Sheree Seibold (02) 5124 8106 sheree.seibold@act.gov.au

Clinical Services

Medicine

Acute Support Services

Acute Allied Health Services, Nutrition, Dietitian

Health Professional Level 2 \$65,216 - \$89,528, Canberra (PN: 34274, several)

Gazetted: 18 July 2019

Closing Date: 30 July 2019

Details: About Us

Canberra Health Services (CHS) is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. At CHS we are committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

Overview of the work area and position

The Acute Allied Health Services Nutrition Department invites applications from enthusiastic and suitably qualified Dietitians. The successful applicant will work in a dynamic Nutrition Department that provides a range of tertiary hospital nutrition services to inpatients and outpatients of Canberra Hospital and Health Services. Health Professional Level 2 (HP2) Dietitians work across a variety of clinical areas via a six monthly clinical rotation program. Duties include dietary assessment, nutrition care planning, nutrition counselling and monitoring within a multi-disciplinary team environment. In addition the Dietitian will be required to participate in the planning and delivery of education programs to staff and client groups and quality improvement initiatives. CHS has a commitment to professional development and is actively involved in teaching and training activities.

Eligibility/Other Requirements

Mandatory:

Degree or Postgraduate qualifications in Nutrition and Dietetics or equivalent

Eligible for membership of the Dietitians Association of Australia and eligible for Accredited Practising Dietitian (APD) credential

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check

Comply with CHS credentialing requirements for allied health

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

Note

There is one permanent full-time position and multiple temporary positions available for a period of two months with the possibility of extension up to 12 months. The temporary positions could be full-time or part-time and the full-time salary noted above will be paid pro-rata. These positions may be required to participate in overtime, on call, and rotation roster (including Food Service rotation). Some weekend duty will be required. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Andrew Slattery (02) 5124 2544 andrew.slattery@act.gov.au

Clinical Services

Medical Services

Pharmacy Services

Rotational Pharmacist

Health Professional Level 1 \$61,160 - \$80,129, Canberra (PN: 32149, several)

Gazetted: 18 July 2019

Closing Date: 1 August 2019

Details: Canberra Health Services

Our Vision: creating exceptional health care together

Our Role: to be a health service that is trusted by our community

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

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

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

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

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

Six community health centres: providing a range of general and specialist health services to people of all ages. A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the work area and position

The Office of the Executive Director of Medical Services (EDMS) includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians and administration staff. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services.

Under the broad direction of the Senior Pharmacists and Deputy Directors of Pharmacy, the Pharmacist will work closely with a team of dedicated and skilled technicians and pharmacists to deliver a safe, efficacious and patient centred service. The responsibility of this position is to provide clinical and operational pharmacy services across CHS which may include off site facilities, integrating into the CHS Pharmacy team providing a range of pharmacy services.

The department offers a structured and supported learning environment covering core clinical topics for early career pharmacists to ensure broad exposure to clinical case examples and clinical topics. This will help to prepare pharmacists for future roles and advancing their practice. The program also supports pharmacists entering hospital pharmacy practice from other pharmacy environments.

Eligibility/Other Requirements:

Be registered (or be eligible for registration) as a Pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA).

Highly Desirable:

The Society of Hospital Pharmacist of Australia (SHPA) membership.

Experience of working in hospital pharmacy.

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

Undergo a pre-employment National Police Check.

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

Comply with ACT Health credentialing for Allied Health professionals.

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

Contact Officer: Hameda Lane (02) 5124 2121 hameda.lane@act.gov.au

Clinical Services

Nursing and Midwifery and Patient Support Services

Nursing and Midwifery and Patient Support Services Executive

Business Manager

Senior Officer Grade B \$124,891 - \$140,596, Canberra (PN: 44615)

Gazetted: 18 July 2019

Closing Date: 1 August 2019

Details: Canberra Health Services (CHS) is focused on the delivery of high quality, effective, person centred care. It provides acute, sub-acute, primary and community-based health services to the Australian Capital Territory (ACT)—a catchment of approximately 400,000 people.

Overview of the work area and position

The Nursing and Midwifery and Patient Support Services division consults and partners with executives on nursing and midwifery issues, makes decisions on across-the-board approaches and plays a central role in championing an exciting transformational agenda in Canberra Health Services. It brings exceptional and innovative health outcomes to our diverse community and sets new standards and models of healthcare in Australia.

The Nursing and Midwifery and Patient Support Services division will play a key role in developing a collaborative and strategic approach to Nursing and Midwifery and Patient Support Services for CHS; including setting the strategic, professional and workforce-oriented agenda.

Reporting to the Executive Director, Nursing and Midwifery and Patient Support Services, the Business Manager is responsible for the preparation and coordination of government business, high level advice and project activities in relation to the Nursing and Midwifery and Patient Support Services Division. To be successful, you will have highly developed written and oral communication skills, be adaptable and responsive, and be able to quickly acquire knowledge and understanding of situations and subject matter.

Eligibility/Other Requirements:

Mandatory:

Relevant qualifications in public sector management and/or relevant public sector experience.

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

Contact Officer: Nicole Stevenson (02) 5124 4702 nicole.stevenson@act.gov.au

Infrastructure Management and Maintenance

Facilities Management

Health Infrastructure Program

Assistant Director

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 43201)

Gazetted: 18 July 2019

Closing Date: 31 July 2019

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

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

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

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

A range of community-based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the work area and position

Infrastructure and Health Support Services (IHSS) is responsible for the project delivery, maintenance and asset management of Canberra Health Services property portfolio.

The Safety and Risk Section provide specialised advice and oversight on all areas of construction work undertaken for Canberra Health Services. This includes planned and reactive maintenance, minor and major projects undertaken on both brown and greenfield sites. The Safety and Risk Section is involved of all stages of construction from concept, through design, delivery, commissioning and demolition. Frequently, this is undertaken in an operating health care environment and the inherent complex challenges that come along with the environment.

The role of the Assistant Director is to provide the Branch with accurate and timely advice to ensure relevant safety legislative requirements are adhered to. This includes review and monitoring of the Infrastructure and Health Support Services (IHSS) Safety Management System and compliance with same by staff and contractors.

Additionally, the Assistant Director will assist the Infrastructure Safety and Risk Director with attendance at senior level meetings, briefings and forums.

Eligibility/Other Requirements

Highly Desirable:

Work Safely in the Construction Industry - CPCCOHS1001A (White Card)

Asbestos Awareness Qualification (10675NAT) or ability to obtain

Certificate IV in Work Health and Safety or above

3+ years working as a safety professional

Desirable:

Intermediate to advanced knowledge of the Microsoft Office suite of programs

Current Senior First Aid

Risk management experience

Lead auditor qualification

ICAM or similar lead investigator

Recent experience in a multi-disciplinary team in a complex legislatively and standards driven work environment

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

Note

Selection may be based on application and referee reports only.

Contact Officer: Shannon Keevers (02) 6174 8104 shannon.keevers@act.gov.au

Clinical Services

Executive Director of Medical Services

Junior Medical Officer Manager

Senior Officer Grade C \$106,043 - \$114,146, Canberra (PN: 10821)

Gazetted: 18 July 2019

Closing Date: 30 July 2019

Details: About us

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

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A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the Work Area and Position

MOSCETU has responsibility for:

The process for credentialing and defining the scope of clinical practice of senior doctors and dentists seeking an appointment or re-appointment to a public health facility in the ACT and the process for the management of a complaint or concern about the clinical competence of a senior doctor or dentist working in a public health facility in the ACT. The unit also manages the work of the ACT Health Medical and Dental Appointments Advisory Committee (MDAAC). It also provides ad-hoc clinical governance advice to the Executive Director Medical Services, MOSCETU and CEO Canberra Health Services;

The development, co-ordination, management and facilitation of the Junior Medical Officer Education and Training Program; and Manage the recruitment, rostering and administration related to the Junior Medical workforce.

Under broad direction from the Director MOSCETU you will play a key role in providing day to day recruitment, human resource management support and advice to managers across ACT Health on all matters relating to recruitment and establishments for the employment of Junior Medical Officers.

Eligibility/Other Requirements:

Desirable:

Experience working in a healthcare setting in a Human resource Management/Administration

Prior to commencement successful candidates will be required to:

Undergo a pre-employment Police check.

Note:

This is a temporary position available for 18 months with possible extension

Contact Officer: Grace Johnson (02) 5124 8334 grace.johnson@act.gov.au

Clinical Services

Clinical Support Services

Pharmacy

Medication Safety and Quality Pharmacist

Health Professional Level 4 \$106,043 - \$114,146, Canberra (PN: 31334, several)

Gazetted: 18 July 2019

Closing Date: 30 July 2019

Canberra Health Services

Our Vision: creating exceptional health care together

Our Role: to be a health service that is trusted by our community

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

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

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

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

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

A range of community based health services including Early Childhood Services, Youth and Women's Health, Dental Health, Mental Health and Alcohol and Drug Services.

Overview of the work area and position

The Pharmacy sits within the Office of the Executive Director of Medical Services (EDMS) which includes the Physician Training Office, Medical Officer Support, Credentialing, Employment and Training Unit (MOSCETU), GP Liaison Unit (GPLU), Pathology, Pharmacy, Medical Imaging and Library Services.

The Canberra Health Services (CHS) Pharmacy Department have a dynamic, talented team of approximately 100 staff, including: pharmacists, technicians, administration staff and a clinical nurse educator. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services.

The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. Working within the Pharmacy Services' Quality Use of Medicines, Research and Education team, the Medication Safety and Quality Pharmacist will lead, manage and coordinate efforts to improve the safety and quality of medicines use across the Canberra Hospital and Health Services.

The pharmacy team charter is "Our competent and professional team will provide a contemporary and forward thinking pharmacy service that gives the best patient focused care possible and is valued by the ACT health community".

Working within the Pharmacy Services' Quality Use of Medicines (QUM), Research and Education team, the Medication Safety and Quality Pharmacist will lead, manage and coordinate efforts to improve the safety and quality of medicines use across Canberra Health Services, including Canberra Hospital and the University of Canberra Hospital.

The Medication Safety and Quality Pharmacist will have a range of responsibilities including monitoring the quality and safety of medicines use, developing and implementing interventions to improve the safety and quality of medicines use, engaging clinical staff in quality improvement activities and representing Pharmacy Services, and Canberra Health Services on relevant internal and external committees.

Eligibility/Other Requirements

Mandatory:

Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Postgraduate qualifications in Clinical Pharmacy, Management, Education or Research or extensive clinical pharmacy experience deemed equivalent.

Desirable:

Society of Hospital Pharmacists of Australia (SHPA) membership

Membership linked to area of speciality

Publication in peer review journals

Project management and/or research experience

Prior to commencement successful candidates will be required to:

Undergo a pre-employment National Police check.

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

Comply with CHS credentialing requirements for allied health professionals.

Comply with CHS Occupational Assessment, Screening and Vaccination policy.

Note

This is a temporary position available for 12 months with possibility of extension and/or permanency. The Medication Safety and Quality Pharmacist will also provide a range of pharmacy services on weekends and after hours on a rotational basis as rostered. This position works across multiple CHS sites.
Contact Officer: Daniel Lalor (02) 5124 2121 daniel.lalor@act.gov.au

ACT Health

Health Systems Policy and Research

Public Health Protection and Regulation

Health Protection Service

Project Director, Real Time Prescription Monitoring

Senior Officer Grade B \$124,891 - \$140,596, Canberra (PN: 38131)

Gazetted: 11 July 2019

Closing Date: 25 July 2019

Details: The Health Protection Service (HPS) manages risks and implements strategies for the prevention of, and timely response to, public health incidents. This is achieved through a range of regulatory and policy activities relating to areas such as food safety, communicable disease control, environmental health, emergency management, pharmaceutical products, tobacco control and analytical services. The Pharmaceutical Services Section (PSS) has statutory and non-statutory responsibilities to promote the safe use of medicines in the ACT community. These responsibilities are stipulated under the Medicines, Poisons and Therapeutic Goods Act 2008 and Public Health Act 1997. The section is responsible for regulating controlled medicines prescribing and supply in the ACT, in the interest of minimising the risks associated with their abuse, misuse and diversion. This includes assessing applications from prescribers for approval to prescribe controlled medicines, and monitoring supplies from pharmacies through its prescription monitoring system. This temporary project director position is to manage the ACT's adoption national Real Time Prescription Monitoring (RTPM). The project will include replacement of the HPS's legacy Drugs and Poisons Information System (DAPIS) and integration with the national RTPM system developed by the Australian Government. The position may also be required to assist with post implementation activities arising from the DAPIS Upgrade project completed in 2019. A full time project officer will also provide assistance and directly report to the project director. To be successful in this position, it is expected that the successful candidate will have the following attributes: Strong organisational skills. Strong communication and skills. High degree of drive and adaptability and flexibility to accommodate change and provide responsive services to meet clients' needs. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Desirable: Information and Communication Technology (ICT) Project Management experience in a healthcare or government setting. Formal qualifications in project management and/or Health Information Management and/or Change Management. Selection criteria are outlined in the duty statement.

Note: A merit based selection process will be undertaken for this position against the position selection criteria. An order of merit will be established from this selection process and may be used to fill future identical vacancies over the next 12 months.

How to Apply: Please provide a written response against each of the selection criteria (maximum two A4 pages in total) and your curriculum vitae, along with names of at least two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Vivien Bevan (02) 5124 9260 vivien.bevan@act.gov.au

Health Systems, Policy and Research

Office of Deputy Director-General

Executive

Business Manager - Office of Deputy Director-General, Health Systems, Policy and Research

Senior Officer Grade B \$124,891 - \$140,596, Canberra (PN: 18592)

Gazetted: 15 July 2019

Closing Date: 29 July 2019

Details: The Office of Deputy Director-General, Health Systems, Policy and Research is seeking a highly skilled Business Manager to join our team. The successful applicant will provide a high level of strategic support and advice to the Deputy Director-General and Health Systems, Policy and Research Group, with a demonstrated ability to be proactive and solutions focused. You will have highly developed interpersonal and negotiation skills with a demonstrated ability to establish and maintain strong and effective working relationships. Leading and

mentoring a small team, you will manage of a high volume of ministerial and government business correspondence to ensure timeframes and deliverables are met. The position also has responsibility for providing secretariat level support to selected committees, and for the coordination and preparation of briefs, Cabinet submissions and other materials as needed. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

How to Apply: Applicants are asked to supply a written application addressing the Selection Criteria along with your current curriculum vitae, two referees and their contact detail.

Applications should be submitted via the Apply Now button below.

Contact Officer: Geraldine Grayland (02) 5124 9710 geraldine.grayland@act.gov.au

Office of Director General

Executive Assistant

Administrative Services Officer Class 6 \$84,257 - \$96,430, Canberra (PN: 23821)

Gazetted: 10 July 2019

Closing Date: 24 July 2019

Details: The Executive Assistant provides high-level administrative support to the Office of the Director General. The role is required to maintain a high-level of confidentiality and discretion, exercise a considerable degree of independence and consistently exercise sound judgement. The position is required to engage in continual problem solving, complex and sensitive issues management, have outstanding multi-tasking skills and the capacity to prioritise issues constantly. Additionally, the position liaises across the ACT Government and with various key stakeholders to respond quickly to business needs and meet tight timeframes. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available for six months with the possibility of extension and/or permanency.

How to Apply: Applicants are to address the Selection Criteria located in the Position Description, and provide current curriculum vitae and the names and contact of two referees.

Applications should be submitted via the Apply Now button below.

Contact Officer: Vanessa Dal Molin (02) 5124 9401 vanessa.dalmolin@act.gov.au

Health Systems, Policy and Research Group

Office of Professional Leadership and Education

Chief Nursing and Midwifery Officer

Senior Project Officer - Towards a Safer Culture (TASC)

Registered Nurse Level 4.3 \$137,840 , Canberra (PN: 44282)

Gazetted: 16 July 2019

Closing Date: 30 July 2019

Details: Ambitious, well-organised and strategic-thinking registered nurses – stop here – we have the job for you! As part of a two-person project team, use your influence and project management skills to implement the Nurses and Midwives: Towards a Safer Culture Project. The project supports the fundamental right of nurses and midwives to be safe and protected in their workplaces and is rightly a priority for the ACT Health Directorate and ACT Government. In the Chief Nursing and Midwifery Office we are busy creating a better working world for nurses and midwives. We do this through genuine stakeholder collaboration, by being “problem solvers”, by writing persuasive, high quality and well-informed documents, and by sharing and caring with our colleagues. It’s important to us that you fit in with our positive team culture and contribute to maintaining our upbeat momentum. Join us to make a difference and deliver for your colleagues a safe and healthy working environment. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Registered, or eligible for registration, with the Australian Health Practitioner Regulation Agency (AHPRA) without conditions or notations; post graduate qualification related to nursing and/or midwifery; demonstrated senior nursing experience with a minimum 12 months leadership/ management experience; current driver’s licence.

Note: This is a temporary position available from 29 July 2019 until 29 July 2021.

How to Apply: Applicants are asked to provide a curriculum vitae and a response to Selection Criteria.

Applications should be submitted via the Apply Now button below.

Contact Officer: Hamish Jeffrey (02) 5124 9545 hamish.jeffrey@act.gov.au

**Health Systems, Policy and Research
Office of Professional Leadership and Education
Nursing and Midwifery Office
Senior Mental Health Project Officer - Towards a Safer Culture (TASC)
Registered Nurse Level 4.3 \$137,840, Canberra (PN: 44281)**

Details: Ambitious, well-organised and strategic-thinking registered nurses – stop here – we have the job for you! As part of a two-person project team, use your influence and project management skills to implement the Nurses and Midwives: Towards a Safer Culture Project. The project supports the fundamental right of nurses and midwives to be safe and protected in their workplaces and is rightly a priority for the ACT Health Directorate and ACT Government. Your particular focus will be the issues related to mental health nursing. In the Chief Nursing and Midwifery Office we are busy creating a better working world for nurses and midwives. We do this through genuine stakeholder collaboration, by being “problem solvers”, by writing persuasive, high quality and well-informed documents, and by sharing and caring with our colleagues. It’s important to us that you fit in with our positive team culture and contribute to maintaining our upbeat momentum. Join us to make a difference and deliver for your colleagues a safe and healthy working environment. The ACT Public Service supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, culturally diverse people and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Registered, or eligible for registration, with the Australian Health Practitioner Regulation Agency (AHPRA) without conditions or notations; post graduate qualification related to nursing and/or midwifery; demonstrated senior nursing experience with a minimum 12 months leadership/ management experience; current driver’s licence.

Note: This is a temporary position available from 29 July 2019 until 29 July 2021.

How to Apply: Applicants are asked to provide a curriculum vitae and a response to Selection Criteria. Applications should be submitted via the Apply Now button below.

APPOINTMENTS

Canberra Institute of Technology

Teacher Level 1 \$74,437 - \$99,320

Catherine Doumos 799-95628, Section 68(1), 17 July 2019

Teacher Level 1 \$74,437 - \$99,320

Connie Fortis 791-45682, Section 68(1), 17 July 2019

Teacher Level 1 \$74,437 - \$99,320

Johannes Van Zyl 858-80376, Section 68(1), 19 July 2019

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 4 \$70,359 - \$76,184

Matthew Bower 858-68190, Section 68(1), 15 July 2019

Administrative Services Officer Class 6 \$84,257 - \$96,430

Rhia Buick 818-65240, Section 68(1), 16 July 2019

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

Roger Eichler 858-72392, Section 68(1), 15 July 2019

Administrative Services Officer Class 4 \$70,359 - \$76,184

Gloria Heno 858-67243, Section 68(1), 16 July 2019

Administrative Services Officer Class 6 \$84,257 - \$96,430

Rick Ikufu 846-88016, Section 68(1), 15 July 2019

Information Technology Officer Class 1 \$68,204 - \$77,639

Leke Oguns 858-74750, Section 68(1), 29 July 2019

Community Services

Administrative Services Officer Class 4 \$70,359 - \$76,184

Teresa Bambach 858-63410, Section 68(1), 12 July 2019

Administrative Services Officer Class 4 \$70,359 - \$76,184

Cathryn Cook 858-63656, Section 68(1), 12 July 2019

Senior Officer Grade A \$145,048

Azra Khan 853-46851, Section 68(1), 11 July 2019

Education

School Assistant 2/3 \$47,563 - \$57,998

Denise Hindmarsh 835-41338, Section 68(1), 15 July 2019

Senior Officer Grade B \$124,891 - \$140,596

Murray McKay 858-73467, Section 68(1), 15 July 2019

Senior Officer Grade B \$124,891 - \$140,596

William Williamson IV 858-73176, Section 68(1), 15 July 2019

Environment, Planning and Sustainable Development

Administrative Services Officer Class 4 \$70,359 - \$76,184

Aimie Burns 858-73758, Section 68(1), 15 July 2019

Administrative Services Officer Class 5 \$78,197 - \$82,771

Susan Kim 858-75155, Section 68(1), 15 July 2019

Administrative Services Officer Class 5 \$78,197 - \$82,771

Panama Leaver 858-73213, Section 68(1), 15 July 2019

General Service Officer Level 5/6 \$55,097 - \$60,637

Lyll Marshall 858-58937, Section 68(1), 10 July 2019

General Service Officer Level 5/6 \$55,097 - \$60,637

Thomas Mungoven 853-79944, Section 68(1), 10 July 2019

General Service Officer Level 5/6 \$55,097 - \$60,637

Kieran O'Connor 846-95961, Section 68(1), 8 July 2019

Administrative Services Officer Class 5 \$78,197 - \$82,771

Amy Williams 858-71648, Section 68(1), 9 July 2019

Health

Specialist Level 1- 5 \$164,470 - \$202,960

Blessy Charles 862-10972, Section 68(1), 15 July 2019

Specialist Level 1- 5 \$164,470 - \$202,960

Bhagya Tekula 833-59691, Section 68(1), 5 July 2019

Justice and Community Safety

Administrative Services Officer Class 6 \$84,257 - \$96,430

Liudmila Francis 858-74638, Section 68(1), 15 July 2019

Ambulance Paramedic \$70,647 - \$79,475 plus penalties

Tiffany Grange 853-78706, Section 68(1), 16 July 2019

Ambulance Paramedic \$70,647 - \$79,475 plus penalties

Michael McClean 853-78650, Section 68(1), 16 July 2019

Administrative Services Officer Class 6 \$84,257 - \$96,430

Lyn Miller 858-75331, Section 68(1), 24 June 2019

Administrative Services Officer Class 6 \$84,257 - \$96,430

Lucy O'Brien 858-74662, Section 68(1), 15 July 2019

Administrative Services Officer Class 4 \$70,359 - \$76,184

Ainslee O'Halloran 858-71242, Section 68(1), 17 July 2019

Ambulance Paramedic \$70,647 - \$79,475 plus penalties

David Still 853-78634, Section 68(1), 17 July 2019

Transport Canberra and City Services

General Service Officer Level 3/4 \$49,702 - \$54,276

Russell Bourke 858-58494, Section 68(1), 15 July 2019

Administrative Services Officer Class 3 \$63,374 - \$68,204

Thomas Daniels 853-56005, Section 68(1), 17 July 2019

EGSO4.2 - Workshop Staff \$67,118

David McMahon 858-73678, Section 68(1), 11 July 2019

Administrative Services Officer Class 3 \$63,374 - \$68,204

Philip Moszczynski 858-53343, Section 68(1), 16 July 2019

General Service Officer Level 3/4 \$49,702 - \$54,276

Scott Pottinger 858-64632, Section 68(1), 15 July 2019

General Service Officer Level 3/4 \$49,702 - \$54,276

Michael Tresize 858-58515, Section 68(1), 15 July 2019

Canberra Health Services

Registered Nurse Level 1 \$67,078 - \$89,604

Alison Batterham 859-52974, Section 68(1), 11 July 2019

Administrative Services Officer Class 2/3 \$55,934 - \$68,204

Meghna Devagudi 862-11414, Section 68(1), 4 July 2019

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

Sibo Katyamaenza 858-72827, Section 68(1), 15 July 2019

Administrative Services Officer Class 4 \$70,359 - \$76,184

Molly McKay 862-09402, Section 68(1), 15 July 2019

Registered Nurse Level 2 \$93,151 - \$98,728

Sita Devi Paudel Sapkota 845-21486, Section 68(1), 8 July 2019

ACT Health

Information Technology Officer Class 2 \$84,257 - \$96,430

Shannon Hassett 858-74849, Section 68(1), 15 July 2019

Information Technology Officer Class 2 \$84,257 - \$96,430

Sangay Tashi 858-74830, Section 68(1), 15 July 2019

TRANSFERS

Chief Minister, Treasury and Economic Development

Yuechen Jiang: 853-76401

From: Administrative Services Officer Class 5 \$78,197 - \$82,771

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$78,197 - \$82,771

Chief Minister, Treasury and Economic Development, Canberra (PN. 40566) (Gazetted 21 May 2019)

Community Services

Aimee Julia Simpson: 792-34976

From: Health Professional Level 4 \$106,043 - \$114,146

Community Services Directorate

To: Health Professional Level 4 \$106,043 - \$114,146

Community Services, Canberra (PN. 03856) (Gazetted 3 April 2019)

Canberra Health Services

Kristen Franks: 856-73561

From: Registered Nurse Level 2 \$93,151 - \$98,728

Canberra Health Services

To: Registered Nurse Level 2 \$93,151 - \$98,728

Canberra Health Services, Canberra (PN. 27146) (Gazetted 8 May 2019)

Tegan Patience: 842-90251

From: Administrative Services Officer Class 4 76,184

Canberra Health Services

To: Administrative Services Officer Class 4 \$70,359 - \$76,184
Canberra Health Services, Canberra (PN. 43234)

Education

School Performance and Improvement

North and Gungahlin Network

Palmerston District Primary School

Kirsty Brown: 779-16455

From: Administrative Services Officer Class 5 \$78,197 - \$82,771

Education

To: Administrative Services Officer Class 5 \$78,197 - \$82,771

Education, Canberra (PN. 22812) (Gazetted 23 May 2019)

Justice and Community Safety

ACT Corrective Services

Community Corrections and Release Planning

Sentence Management

Jocaine Gegg: 848-80817

From: Administrative Services Officer Class 6 \$84,257 - \$96,430

Justice and Community Safety

To: Administrative Services Officer Class 6 \$84,257 - \$96,430

Justice and Community Safety, Canberra (PN. 11556) (Gazetted 8 March 2019)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Partnership Services

Service Centre

Recruitment and Information Services

Jenna Carroll: 836-72426

From: Administrative Services Officer Class 5 \$78,197 - \$82,771

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$106,043 - \$114,146

Chief Minister, Treasury and Economic Development, Canberra (PN. 33491) (Gazetted 8 November 2018)

Shared Services

Finance and Payroll Services

Salary Packaging

Taylor Conroy: 848-66468

From: Administrative Services Officer Class 3 \$63,374 - \$68,204

Chief Minister, Treasury and Economic Development

To: †Administrative Services Officer Class 4 \$70,359 - \$76,184

Chief Minister, Treasury and Economic Development, Canberra (PN. 08129) (Gazetted 3 June 2019)

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

Shared Services ICT

Customer Engagement Services

CIT ICT

Saagar Kamrani: 858-69599

From: Information Technology Officer Class 2 \$84,257 - \$96,430
Chief Minister, Treasury and Economic Development
To: †Senior Information Technology Officer Grade C \$106,043 - \$114,146
Chief Minister, Treasury and Economic Development, Canberra (PN. 19249) (Gazetted 22 March 2019)

Access Canberra

Regulatory Solutions and Compliance
Parking and Traffic Camera Operations
Christopher Seddon: 844-8057

From: Senior Officer Grade C \$106,043 - \$114,146
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade B \$124,891 - \$140,596
Chief Minister, Treasury and Economic Development, Canberra (PN. 41812) (Gazetted 1 April 2019)

Shared Services ICT

Customer Engagement Services Branch
Business Applications and Strategy
Adam Sorensen: 846-91901

From: Administrative Services Officer Class 5 \$78,197 - \$82,771
Transport Canberra and City Services
To: †Senior Information Technology Officer Grade C \$106,043 - \$114,146
Chief Minister, Treasury and Economic Development, Canberra (PN. 05211) (Gazetted 6 June 2019)

Community Services

Children, Youth and Families

Child and Youth Protection Services
Chelsea Gutterson: 843-99759

From: Health Professional Level 3 \$92,103 - \$97,049 (up to \$101,862 on achieving a personal upgrade)
Child and Youth Protection Services
To: †Health Professional Level 4 \$106,043 - \$114,146
Community Services, Canberra (PN. 07520) (Gazetted 3 April 2019)

Education

School Performance and Improvement

Tuggeranong Network
Calwell High School

Traci Chatfield: 827-19958

From: School Assistant 4 \$64,615 - \$69,965
Education

To: †Administrative Services Officer Class 5 \$78,197 - \$82,771
Education, Canberra (PN. 44297) (Gazetted 14 June 2019)

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

School Performance and Improvement

North and Gungahlin Network
Harrison School

Reece Cheater: 843-40925

From: Classroom Teacher \$68,022 - \$101,821
Education

To: †School Leader C \$117,515
Education, Canberra (PN. 44331) (Gazetted 4 June 2019)

Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current

collective/enterprise Agreement provisions and is non-appealable.

School Performance and Improvement

Belconnen Network

Melba Copland Secondary School

Matthew Thomas Colbran: 817-92555

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

Education

To: †School Leader C \$117,515

Education, Canberra (PN. 02642) (Gazetted 19 March 2019)

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

School Performance and Improvement

North and Gungahlin Network

Lyneham High School

Jane Herring: 824-46435

From: Administrative Services Officer Class 5 \$78,197 - \$82,771

Education

To: †Senior Officer Grade C \$106,043 - \$114,146

Education, Canberra (PN. 42887) (Gazetted 6 May 2019)

North Gungahlin

Amaroo School

Sally Johnson: 817-91923

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

Education

To: †School Leader C \$117,515

Education, Canberra (PN. 02986) (Gazetted 7 November 2018)

School Performance and Improvement

South and Weston Network

Telopea Park School

Anna McGown: 785-51769

From: School Leader C \$117,515

Education

To: †School Leader B \$136,828

Education, Canberra (PN. 04035) (Gazetted 12 June 2019)

School Performance and Achievement

North Gungahlin Network

Lyneham High School

Cheryl Pole: 772-13960

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

Education

To: †School Leader C \$117,515

Education, Canberra (PN. 03736) (Gazetted 7 June 2019)

School Performance and Achievement

North Gungahlin Network

Lyneham High School

Joshua David Ross: 843-40490

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

Education

To: †School Leader C \$117,515

Education, Canberra (PN. 12632) (Gazetted 7 June 2019)

School Performance and Improvement

Tuggeranong Network

Gordon Primary School

Gail Taylor: 824-51234

From: School Leader C \$117,515

DET

To: †School Leader B \$136,828

Education, Canberra (PN. 43287) (Gazetted 16 May 2019)

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

School Performance and Improvement

South and Western Network

Telopea Park School

Alisha Tooma: 843-54585

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

Education

To: †School Leader C \$117,515

Education, Canberra (PN. 32230) (Gazetted 21 May 2019)

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

School Performance and Improvement

Belconnen Network

Melba Copland Secondary School

Joni Louise Wood: 824-52982

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

Education

To: †School Leader C \$117,515

Education, Canberra (PN. 32638) (Gazetted 19 March 2019)

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

Environment, Planning and Sustainable Development

Sustainability and the Built Environment

Planning Delivery

Impact Assessment and Business Improvement

Gwiling Ren: 827-3286

From: Administrative Services Officer Class 6 \$84,257 - \$96,430

Environment, Planning and Sustainable Development

To: †Senior Officer Grade C \$106,043 - \$114,146

Environment, Planning and Sustainable Development, Canberra (PN. 43286) (Gazetted 15 April 2019)

Justice and Community Safety

Emergency Services agency

ACT Ambulance Service

Ambulance Operations

Jarryd Addison: 836-07413

From: Ambulance Support Officer 1 \$54,949 - \$58,394

Justice and Community Safety

To: Ambulance Paramedic \$70,647 - \$79,475 plus penalties

Justice and Community Safety, Canberra (PN. 26307) (Gazetted 10 July 2019)

This Promotion is made under Clause P3.2 (o) of the Justice and Community Safety Ambulance Service Agreement 2013-2017

**Corrective Services
Custodial Operations
AMC Administration**

Timothy Grabowski: 847-0120

From: Administrative Services Officer Class 4 \$70,359 - \$76,184

Justice and Community Safety

To: Administrative Services Officer Class 4 \$70,359 - \$76,184

Justice and Community Safety, Canberra (PN. 38288) (Gazetted 29 May 2019)

Canberra Health Services

Canberra Hospital and Health Services

Cassandra Beaumont: 260-18313

From: Registered Nurse Level 3.2 \$120,730

Canberra Health Services

To: †Registered Nurse Level 4.3 \$137,840

Canberra Health Services, Canberra (PN. 18038) (Gazetted 1 November 2018)

Bamelaku Digafe: 831-24331

From: Registered Nurse Level 1 \$67,078 - \$89,604

Calvary Health Care ACT (Public)

To: Registered Nurse Level 2 \$93,151 - \$98,728

Canberra Health Services, Canberra (PN. 29309) (Gazetted 21 June 2019)

Canberra Hospital and Health Services

Petros Drakakis: 858-69804

From: Administrative Services Officer Class 2/3 \$55,934 - \$68,204

Canberra Health Services

To: Administrative Services Officer Class 4 \$70,359 - \$76,184

Canberra Health Services, Canberra (PN. 22089) (Gazetted 6 June 2019)

Clinical Services

Belinda Essam: 830-79147

From: Enrolled Nurse Level 1 \$60,027 - \$64,133

Canberra Health Services

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

Canberra Health Services, Canberra (PN. 37766) (Gazetted 1 January 2000)

Operational Support

Volunteer Management

Danielle Laundess: 843-89980

From: Administrative Services Officer Class 2/3 \$55,934 - \$68,204

Canberra Health Services

To: Administrative Services Officer Class 4 \$70,359 - \$76,184

Canberra Health Services, Canberra (PN. 14927) (Gazetted 20 June 2019)

Clinical Services

Deanna Skitt: 839-27206

From: Health Professional Level 2 \$65,216 - \$89,528

Canberra Health Services

To: Health Professional Level 3 \$92,103 - \$97,049 (up to \$101,862 on achieving a personal upgrade)

Canberra Health Services, Canberra (PN. 40209) (Gazetted 30 May 2019)

ACT Health

ACT Health Directorate

Policy and Research

Protection and Regulation

Natalie Johns: 834-46437

From: Health Professional Level 3 \$92,103 - \$97,049 (up to \$101,862 on achieving a personal upgrade)

ACT Health

To: Pharmacist Level 4 \$112,334 - \$120,933

ACT Health, Canberra (PN. 26047) (Gazetted 9 May 2019)

Corporate Services

Corporate and Governance

People and Culture

Vanessa McGrath: 846-91020

From: Administrative Services Officer Class 5 \$78,197 - \$82,771

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$84,257 - \$96,430

ACT Health, Canberra (PN. 42557) (Gazetted 14 February 2019)

Corporate Services

Corporate and Governance

People and Culture

Andrew Stafford: 846-86782

From: Administrative Services Officer Class 5 \$78,197 - \$82,771

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$84,257 - \$96,430

ACT Health, Canberra (PN. 42558) (Gazetted 14 February 2019)

CORRIGENDA

Canberra Health Services

Jung Sook Kim was permanently transfer with a date of effect 11 July 2019 from an RN2 to an RN2. This was incorrectly notified in gazette 4 July 2019 as a promotion from an RN1 to an RN2.