



## **ACT Government Gazette**

**Gazetted Notices for the week beginning 18 October 2012**

## **VACANCIES**

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

**Corporate  
Human Resources  
Human Resources  
Business Partner  
Senior Officer Grade C \$89,796 - \$96,809, Canberra (PN: 7927)**

Gazetted: 19 October 2012

Closing Date: 2 November 2012

Permanent position. We are seeking an individual to fill the position of Business Partner - Human Resources. The successful candidate will under limited supervision and guidance provide a high level of expertise in all aspects of Human Resource Management (HRM) and also provide support for the HR Manager. The successful candidate will partner with Nursing Directors as primary Human Resources contact across the organisation for Nursing and Midwifery services. This could include but is not limited to, the following: Regular liaison with Nursing Directors, including attending key meetings and appointments, provide strategic and operational advice and information on a range of HRM matters affecting Nursing and Midwifery services, provide coaching and mentoring to Nursing and Midwifery Line Management on all HRM matters, manage employee grievances and conduct investigations where applicable for Nursing and Midwifery matters, maintain relevant knowledge of current and emerging HRM issues and ensure Calvary is complying with relevant legislation.

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: David Prior (02) 6201 6120 david.prior@calvary-act.com.au

Applications can be forwarded to: recruitment@calvary-act.com.au

**Executive  
Nursing & Midwifery Services  
Nursing Administration  
Executive Assistant  
Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 7153)**

Gazetted: 24 October 2012

Closing Date: 31 October 2012

We are seeking an individual to fill the position of Executive Assistant - Nursing Administration. The successful candidate will bring to this role: Demonstrated ability in supporting Executive staff and the ability to undertake confidential secretarial and administrative tasks, demonstrated organisational skills, including the ability to work without direct supervision and exercise initiative, discretion and judgement to resolve problems, demonstrated ability to provide a full range of administrative and secretarial support services. Sound knowledge of and experience in the use of Microsoft Office and electronic diary management, sound knowledge of medical and nursing terminology, or an ability to acquire this quickly. In support, we will provide you generous terms and conditions of employment, on-going professional development and the opportunity to excel.

Applicants must address selection criteria

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: Kanta Toraskar (02) 6201 6101 kanta.toraskar@calvary-act.com.au

Applications can be forwarded to: recruitment@calvary-act.com.au

### **Chief Minister and Cabinet**

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

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

**Policy and Cabinet  
Cabinet and Intergovernmental Relations  
Assembly  
Manager, Assembly Liaison  
Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 26492)**

Gazetted: 19 October 2012

Closing Date: 2 November 2012

Details: As Manager, Assembly Liaison, the successful applicant will be required to undertake complex projects and tasks in relation to the management of Government business in the Legislative Assembly. The position is responsible for liaising across the ACT Public Service, Legislative Assembly and Ministerial offices to support the development and monitoring of the Assembly Legislative Program. In addition, the position is required to provide procedural advice on Government Business and machinery of Government issues, as well as conduct training and presentations on these matters.

Eligibility/Other Requirements: Relevant tertiary qualifications along with demonstrated experience in ACT Government and Parliamentary procedures and practices.

Contact Officer: Cheryl Sizer (02) 6207 5989 cheryl.sizer@act.gov.au

### **Community Services**

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

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

#### **Disability ACT**

##### **Operational**

##### **Executive Director, Disability ACT**

**Executive Level 2.6 \$276,553 to \$292,676 depending on current superannuation arrangements, Canberra (PN: E269)**

Gazetted: 19 October 2012

Closing Date: 26 October 2012

Details: The ACT Government's Community Services Directorate (CSD) works with thousands of Canberrans and manages services that assist the entire population of the ACT. Within CSD, Disability ACT is responsible for direct service provision to people with a disability with the aim of assisting them to achieve what they want to achieve, live how they choose to live and be valued as full and equal members of the ACT community. The opportunity is now available for an outstanding leader, capable of leading the introduction in the ACT of the National Disability Insurance Scheme (NDIS) and building on the past successes of the ACT Government's disability service reforms, to contribute as Executive Director, Disability ACT. In this prominent senior executive role, you will be responsible for direct service provision to and transformational leadership across the sector during a time of significant change in policy direction. You will also focus on enhancing and further developing the person centred strategies that will assist the transition to the NDIS. The position demands a proven record in the strategic leadership and management of human services, demonstrable skills in change management and a track record in effective community engagement. It also requires political astuteness and substantial experience in driving a wide range of service delivery; financial and people management; community; and policy outcomes.

Notes: An executive appointment of up to five years will be offered under attractive senior executive (Division Head) terms and conditions. Members of Australian Government CSS or PSS superannuation schemes will have existing entitlements and benefits fully maintained.

The first step in the application process is to obtain detailed position information and selection criteria by emailing [canberra@fordkelly.com.au](mailto:canberra@fordkelly.com.au) quoting reference number 12/241.

Contact Officer: Moya Ford or Jeff Kelly (02) 6260 8788

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

##### **Finance and Budgets**

##### **Senior Finance Officer**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 00459)**

Gazetted: 23 October 2012

Closing Date: 13 November 2012

Details: Applications are sought to fill the position of Senior Finance Officer in the Community Services Directorate. This position is part of the Finance and Budgets team and provides financial support for Community Development Services, the Office for Multicultural, Aboriginal and Torres Strait Islander Affairs and the Offices for Ageing and Women and the concessions program.

Eligibility/Other Requirements: Relevant tertiary qualifications in accounting or progress towards an accounting degree is highly desirable.

Note: Interested applicants should address the selection criteria; include curriculum vitae and the contact details of two referees.

Contact Officer: Lynette Daly (02) 6205 0143 [lynette.daly@act.gov.au](mailto:lynette.daly@act.gov.au)

#### **Office of Children, Youth and Family Support**

##### **Care and Protection Services**

##### **Quality Practice and Compliance**

##### **Practice Leader**

**Health Professional Level 4 \$89,786 - \$96,809, Canberra (PN: 07520)**

Gazetted: 19 October 2012

Closing Date: 2 November 2012

Details: The Practice Leader works closely with Operations Managers and Team Leaders to provide professional leadership, influence and advice in the development of professional practice. This position is integral in the ongoing improvement and commitment to practice excellence to ensure quality outcomes for children and families, in accordance with government policy and departmental practice standards and procedures.

Eligibility/Other Requirements: Relevant tertiary qualifications e.g. Social Work, Psychology, Social Welfare, Social Science or related discipline. Applicants for this position will have at least five years' experience working with children, youth and/or families in a senior social work/case management role. Proficiency with Microsoft programs and client database applications. Current driver's licence.

Note: This position may be filled from referee reports and application only.

Contact Officer: Natalie Casey (02) 6207 0925 [natalie.casey@act.gov.au](mailto:natalie.casey@act.gov.au)

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

##### **Aboriginal and Torres Strait Islander Services**

##### **Out of Home Care**

##### **Youth Worker**

**Administrative Services Officer Class 3 \$52,818 - \$57,004, Canberra (PN: C05524, several)**

Gazetted: 18 October 2012

Closing Date: 13 November 2012

Details: The position of Youth Worker provides direct supervision and support to young residents, assisting residents with their living skills, social and community interaction and linkages to suitable support programs and services. In conjunction with other areas of the Department and community partners, the Youth Worker is responsible for providing direct case work support to residents in relation to the development and implementation of case management plans, and is responsible for engaging with the young residents in a culturally appropriate, sensitive and supportive manner. The Youth Worker position also plays a pivotal role in providing a safe and caring environment for residents and for the professional administration of NHISA in line with the standards and expectations of the ACT Public Service.

Eligibility/Other Requirements: Current driver's licence. First Aid Certificate or capacity to quickly acquire. Aboriginal and Torres Strait Islander people encouraged to apply.

Note: These positions will involve shiftwork. An order of merit will be formed from this selection process and maybe utilised to fill any casual positions (at level), which may occur within the following 12 months.

Contact Officer: Jenny Lintern (02) 6207 6858 jenny.lintern@act.gov.au

### **Economic Development**

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

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

### **Tourism, Events and Sport**

#### **Australian Capital Tourism**

#### **Industry Development Manager**

**Senior Officer Grade B \$99,033 - \$111,485, Canberra (PN: 15189)**

Gazetted: 22 October 2012

Closing Date: 13 November 2012

Details: Australian Capital Tourism is looking for a highly motivated professional individual to work as part of senior management team within the highly skilled Industry Development Unit. This dynamic role will be required to positively contribute to the strategic planning and implementation of key projects for the ACT in line with the Tourism 2020 framework and in addition manage Australian Capital Tourism's relationships with local and regional tourism businesses and represent the organisation at a local and national level.

Eligibility/Other Requirements: Tertiary qualifications in Business or a related discipline and an understanding of the Tourism sector are desirable. Current driver's licence. Ability to work flexible hours.

Contact Officer: Jonathan Kobus (02) 6205 0554 jonathan.kobus@act.gov.au

### **Land Strategy and Finance**

#### **Strategic Finance**

#### **Executive Assistant**

**Administrative Services Officer Class 5 \$65,660 - \$69,623, Canberra (PN: 18787)**

Gazetted: 23 October 2012

Closing Date: 30 October 2012

Details: The Economic Development Directorate is seeking a professional, highly organised and technologically savvy individual to work as Executive Assistant to the Chief Finance Officer and Director Sustainable Strategy. The successful applicant will be required to provide high level executive, administrative and secretarial support in a very busy office environment with a high level of attention to detail. Demonstrated executive support experience and high level organisational skills, effective communication and interpersonal skills and the ability to multi-task in a dynamic environment will be an advantage

Eligibility/Other Requirements: Training/experience in records management relating to the *Territory Records Act 2002*, and in Microsoft Office, is highly desirable.

Contact Officer: Rachael Neiberding (02) 6207 7353 rachael.neiberding@act.gov.au

### **Land Development**

#### **Business Operations and Strategy**

#### **Business Support**

#### **Project Officer**

**Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 18785)**

Gazetted: 19 October 2012

Closing Date: 2 November 2012

Details: The LDA is looking for an organised, self-motivated person to undertake the role of Project Officer. The position is responsible for development support and implementation of policy and procedures across the Division and the LDA as a whole; and requires very good communications, records management, computer and time management skills.

Notes: Full applications addressing selection criteria.

Contact Officer: Laura Marcantonio (02) 6207 8263 laura.marcantonio@act.gov.au

### **Education and Training**

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

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

### **Office for Schools**

**South/Weston Network  
Red Hill Primary School  
Principal (Category 4+)  
School Leader A \$125,000 - \$153,964, Canberra (PN: 01793)**

Gazetted: 18 October 2012

Closing Date: 1 November 2012

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

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

Notes: This position is being readvertised. Previous applicants will be considered and need not re-apply.

Contact Officer: Steve Kyburz (02) 6205 7194 [steve.kyburz@act.gov.au](mailto:steve.kyburz@act.gov.au)

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

**Office for Schools  
South/Weston Network  
Malkara Specialist School  
Deputy Principal  
School Leader B \$116,751, Canberra (PN: 04055)**

Gazetted: 18 October 2012

Closing Date: 1 November 2012

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

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

Contact Officer: Jennie Lindsay (02) 6205 5911 [jennie.lindsay@ed.act.edu.au](mailto:jennie.lindsay@ed.act.edu.au)

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

**Office for Schools  
Tuggeranong Network  
Taylor Primary School  
Deputy Principal  
School Leader B \$116,751, Canberra (PN: 14293)**

Gazetted: 18 October 2012

Closing Date: 1 November 2012

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

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

Contact Officer: Simon Smith (02) 6205 6688 [simon.smith@ed.act.edu.au](mailto:simon.smith@ed.act.edu.au)

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

**Corporate Services  
Human Resources  
HR Strategy  
Project Coordinator  
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 31386)**

Gazetted: 23 October 2012

Closing Date: 6 November 2012

Details: HR Strategy is seeking an experienced Project Coordinator to manage strategic projects across the Human Resources Branch. The successful applicant will be responsible for providing high level research, reviews, analysis and project management. This position also requires forming effective strategic relationships with both internal and external stakeholders.

Eligibility/Other Requirements: Desirable: Qualifications and/or experience in communications strategy.

Note: This is a temporary position available asap until 30 June 2013, with the possibility of an extension.

Contact Officer: Catriona Meere (02) 6205 9202 [catriona.meere@act.gov.au](mailto:catriona.meere@act.gov.au)

**Corporate Services  
Human Resources  
Employee Relations  
Assistant Manager  
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 00067)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: Employee Relations is seeking an experienced and highly motivated HR practitioner in the Directorate's Employee Relations section. This is a key position in a small dedicated team responsible for maintaining the Directorate's industrial framework and influencing cultural change associated with the ACT Public Service Respect, Equity and Diversity Framework. Project management skills as well as the ability to maintain a case load involving employee grievances, misconduct and performance issues are critical.

Contact Officer: Dougal Whitton (02) 6205 9152 dougal.whitton@act.gov.au

**Tertiary Education and Performance**

**Training and Tertiary Education**

**Policy and People**

**Research/Policy Officer**

**Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 30942)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: The Training and Tertiary Education branch is seeking a Research/Policy Officer to undertake complex research and analysis, including providing advice to managers on legislative issues and the potential for legislative change, relating to key issues of the Skills Reform National partnership, including the ACT implementation of the national entitlement to a training place and implementation of national harmonisation in Australian Apprenticeships.

Notes: This is a temporary vacancy available asap until 30 December 2013.

Contact Officer: Melissa Pinney (02) 6205 8538 melissa.pinney@act.gov.au

**Tertiary Education and Performance**

**Training and Tertiary Education**

**Business Processes and Systems**

**Audit Officer**

**Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 31374)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: The Training and Tertiary Education branch is seeking a Audit Officer to support the planning, scope and scheduling of audits of funded Vocational Education and Training (VET) programs and continuous improvement of the associated information and reporting systems. The successful applicant will work as a member of audit teams to carry out the scheduled audit program according to specified requirements, and write up comprehensive report of the audit findings.

Eligibility/Other Requirements: Desirable: Experience and formal training in compliance and auditing.

Notes: This is a temporary vacancy available asap until 30 June 2014.

Contact Officer: Melissa Pinney (02) 6205 8538 melissa.pinney@act.gov.au

**Tertiary Education and Performance**

**Training and Tertiary Education**

**Skills Reform**

**Project Officer**

**Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 31373)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: The Training and Tertiary Education branch is seeking a Project Officer to manage a range of Skills Reform projects, including financial oversight and reporting against milestones on project implementation. The successful applicant will be required to provide project management support, including the coordination of promotional, professional development and networking activities.

Eligibility/Other Requirements: Desirable: Already hold or be committed to obtain a Diploma of Project Management.

Note: This is a temporary vacancy available asap until 30 June 2015.

Contact Officer: Melissa Pinney (02) 6205 8538 melissa.pinney@act.gov.au

**Learning, Teaching and Student Engagement**

**Aboriginal and Torres Strait Islander Education and Student Engagement**

**Transitions and Careers**

**Career and Transitions Officer**

**Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 04548)**

Gazetted: 18 October 2012

Closing Date: 25 October 2012

Details: The Transitions and Careers section is seeking a highly motivated and experienced Administration Officer. The successful applicant will liaise with stakeholders to organise the Canberra CareersXpo and provide high level administrative and clerical support in the area of transitions and careers in schools. This position will also provide support to the section with the arrangement of ACT Worldskills competitions.

Note: This is a temporary position available asap until 30 September 2013.

Contact Officer: Pene Butt (02) 6205 7873 penelope.butt@act.gov.au

**Tertiary Education and Performance**

**Training and Tertiary Education**

**Policy and People**

**Procurement Officer**

**Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 31369)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: The Training and Tertiary Education Branch is seeking a suitable Procurement Officer to support the Skills Reform team in procurement services. The successful applicant will work closely with ACT Shared Services Procurement to complete required documentation and reports for all procurement related to the implementation of Skills Reform initiatives.

Eligibility/Other Requirements: Desirable: Certificate IV in Government Procurement and Contracting or the willingness to obtain.

Notes: This is a temporary vacancy available asap until 30 April 2014.

Contact Officer: Melissa Pinney (02) 6205 8538 melissa.pinney@act.gov.au

### **Health**

**Selection documentation for the following positions may be downloaded from <http://www.health.act.gov.au/employment>.**

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

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

##### **Operational Support**

##### **Executive Director of Medical Service**

##### **Operations Manager, Medical Officer Support Unit**

##### **Senior Officer Grade A \$123,208, Canberra (PN: 31432)**

Gazetted: 25 October 2012

Closing Date: 8 November 2012

Details: The Medical Officer Support Unit ACT Government - Health Directorate is seeking a highly skilled and motivated Operations Manager. The Position is responsible for ensuring the effective management of the Junior Medical Officer Workforce. The successful applicant will be working in a team environment with the Deputy Director of Medical Services and the Junior Medical Officer Co-ordinators and support officers.

Eligibility/Other Requirements: Experience working in a health setting in Human Resource Management/Administration or Financial Management is highly desirable.

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

Contact Officer: Amanda Mironow (02) 6244 3889

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

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

##### **Rehabilitation and Specialty Mental Health**

##### **Clinical Nurse Consultant**

##### **Registered Nurse Level 3.1 \$89,834 - \$93,531, Canberra (PN: 26361)**

Gazetted: 25 October 2012

Closing Date: 8 November 2012

Details: Brian Hennessy Rehabilitation Centre is a contemporary evidence based service providing high quality mental health care that is guided by Principles of Recovery. The service aims to provide collaborative care involving the consumer, their carers and other key services. At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers. It is also an expectation that you will contribute your expertise to the multidisciplinary team, provide supervision to clinical staff participating in the roster and support the Team Leader in change processes. You will be required to undertake professional development and supervision; participate in quality initiatives and contribute to the multidisciplinary team processes. In this position you are also expected to uphold the ACT Health Values of Care, Excellence, Collaboration and Integrity.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Post Grad qualification in Mental Health with a minimum of five years experience highly desirable. Current driver's licence.

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

Contact Officer: Kerin O'Brien (02) 6205 1222

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

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

##### **Adult Community and Older Persons Mental Health**

##### **Health Professional**

##### **Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 17041)**

Gazetted: 25 October 2012

Closing Date: 8 November 2012

Details: Older Persons Mental Health Community team is a contemporary evidence based service providing high quality mental health care to people over 65 years of age that is guided by principles of Recovery. The service provides collaborative care involving the consumer, their carers, GP and community agencies. At this level it is expected that the successful applicant will provide high quality interventions and achieve sound outcomes for consumers under minimal supervision. It is also an expectation that the successful applicant will contribute their expertise to the multidisciplinary team, provide supervision to staff at Levels HP 2 and 1, support the Team Leader in change processes and undertake quality initiatives to promote service delivery at a standard of best practice. Clinicians are part of a multi-disciplinary team of psychiatrists, nurses, psychologists, occupational therapists and social workers.

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

organisation. Applicants must have a minimum of 12 months paid work experience in a related/relevant organisation/service. Hold a current driver's licence.

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

Contact Officer: Kylie Henson or Jonathan Smith (02) 6205 1957

**Canberra Hospital and Health Services  
Mental, Justice, Alcohol and Drug Services  
Adult Community and Older Persons Mental Health  
Clinical Manager**

**Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade), Canberra (PN: 31324, several)**

Gazetted: 25 October 2012

Closing Date: 8 November 2012

Details: The Adult Community and Older Persons Mental Health Services are contemporary evidence-based services providing high quality mental health care that is guided by principles of Recovery. The services aim to provide collaborative care involving the consumer, their carers and other key services. At this level, it is expected that you will provide high quality interventions and support the achievement of sound outcomes for consumers. It is an expectation that you will contribute your expertise to the multidisciplinary team, provide supervision to staff at Levels HP 2 and 1 and support the Team Leader in change processes. You will be required to undertake quality initiatives to promote service delivery at a standard of best practice.

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

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

Contact Officer: Rebecca Halsey (02) 6205 1338

**Canberra Hospital and Health Services  
Capital Region Cancer Services  
Cancer Stream Administration  
Manager, Transcription Services and Radiation Oncology Administration  
Administrative Services Officer Class 6 \$70,913 - \$81,460, Canberra (PN: 14241)**

Gazetted: 25 October 2012

Closing Date: 1 November 2012

Details: Capital Region Cancer Service provides a comprehensive range of screening, assessment, diagnostic, treatment and palliative services for cancer patients. The Manager's position oversees the management of radiation oncology administration and transcription services at Canberra Hospital and requires a person with skills that can adapt to a rapidly changing and dynamic environment. The successful applicant will be able to work effectively as a manager within an administration team, be enthusiastic and be able to demonstrate their ability to prioritise workloads and meet deadlines. They will be required to build and maintain professional working relationships with key stakeholders while managing a diverse team and be actively involved in change management and redesign processes.

Eligibility/Other Requirements: Experience within a health administration area and knowledge relating to transcription software packages would be advantage. Experience in WinScribe and CAS/ARIA billing systems would be an advantage.

Note: This is a temporary position for six months with the possibility of extension. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. The suitable applicant may be chosen on the basis of selection documentation and referee reports only.

Contact Officer: Narelle Aldridge (02) 6174 7163 narell.aldridge@act.gov.au

**Strategy and Corporate  
People Strategy and Services  
Health Workforce Australia  
Technical Officer  
Technical Officer Level 4 \$70,913 - \$81,460, Canberra (PN: 31276)**

Gazetted: 25 October 2012

Closing Date: 1 November 2012

Details: This exciting new role is located at Canberra Hospital and Health Services, Clinical Engineering Department. The position is required to support the simulated learning environments funded by Health Workforce Australia (HWA). This role would suit a dynamic person with technical expertise, interested in simulation modalities.

Eligibility/Other Requirements: An associate diploma from an Australian Technical and Further Education (TAFE) institution, or a comparable overseas qualification. Relevant experience or equivalent. Current unrestricted driver's licence and physical ability to move wheeled equipment.

Note: This is a temporary position available until 30 June 2013 with the possibility of extension. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Nicole Jones de Rooy (02) 6205 4911

**Canberra Hospital and Health Services  
Women, Youth and Children  
Child Youth and Women's Health Program  
Registered Nurse  
Registered Nurse Level 1 \$55,567 - \$75,084, Canberra (PN: 20350)**



Gazetted: 25 October 2012

Closing Date: 1 November 2012

Details: The client is a 19 year old youth who requires a nurse to monitor and attend to his care while he is ventilated in his home overnight.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Ventilator care experience is desirable but full training and support will be provided.

Note: This is a temporary part-time position for six months at two nights per week with the possibility of increased hours for leave relief if desired and with possibility of extension. For more information please contact one of the friendly Program Coordinators on (02) 6205 2760 or email [CaringForKids@act.gov.au](mailto:CaringForKids@act.gov.au). To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Fiona Cameron (02) 6205 2760

#### **Director General Reports**

#### **Population Health**

#### **Health Protection Service**

#### **Environmental Analytical Chemist**

#### **Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 24699)**

Gazetted: 25 October 2012

Closing Date: 8 November 2012

Details: The occupant of this position will be required to assist with the ambient air monitoring program and other defined projects, perform chemical and/or other analyse and carry out investigations of samples. Participate in the operation of the quality system. Prepare reports and correspondence; participate in the development of methodology and techniques. As required, liaise with or provide advice to department staff and other government departments/authorities.

Eligibility/Other Requirements: Degree in Science preferably with a major in chemistry, or other approved qualification. Current driver's licence.

Note: The Environmental Chemistry Unit is a National Association of Testing Authority (NATA) accredited laboratory for the chemical testing of air and operates the Australian Capital Territory's Air Quality monitoring program. The unit also performs environmental chemical analysis including the identification of asbestos and airborne asbestos fibre counting as required. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Ian Firkins-Fox (02) 6205 8718

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

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

#### **Medical Imaging**

#### **Radiographer**

#### **Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 28798)**

Gazetted: 25 October 2012

Closing Date: 1 November 2012

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

Eligibility/Other Requirements: Mandatory Requirements - eligible for membership with the Australian Institute of Radiography. Registration with the Medical Radiation Practice Board of Australia, and possession of a Radiation Licence from the ACT Health Protection Service.

Note: These positions involve on-call, weekend and out of hours work. An order of merit will be formed from this selection process and may be utilised to fill any full-time, part-time or temporary positions (at level), which may occur within the following 12 months. Applicants must provide two written referee reports which address the selection criteria. Selection may be based on application and referee comments only and interviews may not be held. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Terry Rafferty (02) 6244 4362

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

#### **Medicine**

#### **Resources**

#### **Clinical Respiratory Scientist**

#### **Health Professional Level 2 \$54,414 - \$75,477, Canberra (PN: 31210)**

Gazetted: 25 October 2012

Closing Date: 8 November 2012

Details: An opportunity exists for an individual looking to be a part of a multidisciplinary team to work in a laboratory environment providing high quality respiratory physiology measurements on patients. The laboratory provides various specialised procedures that also involves calibration and maintenance of equipment. There is an emphasis on quality assurance activities as part of the laboratory service. The individual will need to have well developed interpersonal skills and show a willingness to learn to fulfil this role. Previous experience is preferred, but is not essential. On the job training will be provided.

Eligibility/Other Requirements: Bachelor of Science or equivalent (Physiology, Allied Health, Health Sciences). Experience working with paediatric patients and experience in respiratory physiology measurement is desirable.

Note: The level of the successful applicant will be determined on knowledge and experience. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. Curriculum vitae with contact details of three referees must also accompany the application.

Contact Officer: Derek Figurski (02) 6244 2066

**Canberra Hospital and Health Services**

**Operational Support**

**Support Services**

**Ward Clerk**

**Administrative Services Officer Class 2/3 \$46,372 - \$57,004, Canberra (PN: 15156, several)**

Gazetted: 25 October 2012

Closing Date: 1 November 2012

Details: The suitable applicant will need to support and accurately maintain the ACT Patient Administration System, and undertake a wide range of clerical duties in support of the clinical unit. The suitable applicant will oversee the full admission and discharge process.

Eligibility/Other Requirements: High level of computer/keyboard skills. Provide a proven knowledge of high quality customer service and the ability to deliver to a diverse client population. Ability and willingness to participate in rotating rosters, including weekends, and a variety of shifts. Ability to work as part of the Ward Clerk team, independently, and well under the direction of the Ward Clerk Management team. Ward Clerk Services provide a 24 hour, 7 day a week service to the Inpatient Wards of The Canberra Hospital. The suitable applicant will have the ability to perform in a sensitive, dynamic and ever changing organisation.

Note: Two permanent part-time positions at 20 hours per week are available that include three weekends per month. Please note that selection may be made from application and referee reports only and an order of merit may be established from this selection process and may be utilised to fill any full-time, part-time, temporary or casual positions which occur within the 12 months. One referee report must be submitted at the time of application. If the response to the Selection Criteria is not complete, applicants will not be considered. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Gail Slater (02) 6244 3277

**Canberra Hospital and Health Services**

**Women, Youth and Children**

**Women's and Children's Health Operations**

**Administration Support**

**Administrative Services Officer Class 2 \$46,372 - \$51,422, Canberra (PN: 25067, several)**

Gazetted: 25 October 2012

Closing Date: 1 November 2012

Details: An exciting opportunity exists for the position of Administration Support to the Women, Youth and Children's Outpatient Service. The position will provide high-level administrative support including under general direction providing reception duties such as scheduling and bookings for patients using our services. The successful applicant will be required to coordinate patients into the service through ACTPAS, screen incoming phone calls and correspondence, communicate with patients and provide administration assistance as necessary. The successful applicant will be enthusiastic and have excellent interpersonal skills and enjoy working as part of a team.

Eligibility/Other Requirements: A certificate in customer service is highly desirable. Please attach a current CV, and provide a two page response in relation to the attached selection criteria/duty statement.

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

Contact Officer: Belinda Pfeiffer (02) 6174 4722

**Justice and Community Safety**

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

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

**ACT Law Courts and Tribunal**

**Corporate and Strategic Services**

**Security, Sheriffs and Facilities Manager**

**Senior Officer Grade B \$106,086 - \$119,426, Canberra (PN: 31357)**

Gazetted: 23 October 2012

Closing Date: 13 November 2012

Details: The ACT Law Courts and Tribunal Administration is seeking an organised and self motivated manager to provide strategic direction, advice and leadership for the ACT Law Courts and Tribunal on matters relating to Court and Tribunal facilities security, facilities management and the Sheriff's Office. The successful applicant will be able to work under limited supervision and demonstrate skills in project management, well developed communication and liaison skills, and work on a range of complementary projects that support the improvement of security and facilities management for the organisation. This will include implementing strategic policy and operational procedures, promoting and leading the implementation of best practice management of accommodation occupied by the ACT Law Courts and Tribunal and high level stakeholder engagement/contract management.

Eligibility/Other Requirements: Qualifications in Security and Security Risk Management, at a minimum level of Diploma, is highly desirable. Security-specific certification that require ongoing professional development such as Certified Protection professional (CPP) is highly desirable. Membership of relevant professional associations is desirable. This position may be subject to a security clearance at a National Level (Secret).

Contact Officer: Alison Purvis (02) 6207 1054 [alison.purvis@act.gov.au](mailto:alison.purvis@act.gov.au)

**ACT Corrective Services  
Custodial Operations  
Transitional Release Centre  
Team Leader Transitional Services  
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 43750)**

Gazetted: 23 October 2012

Closing Date: 13 November 2012

Details: Contribute to ACT Corrective Services achieving its goal to deliver a safe and secure corrections system in which we actively engage detainees and the community to promote positive behaviour change. Lead and manage the Transitional Release Centre (TRC) to achieve effective use of resources (both human and financial) ensuring a positive approach to enhancing reintegrative activity and effective Case Management plans are established and supported.

Eligibility/Other Requirements: Relevant tertiary qualifications and/or equivalent correctional experience are desirable. Experience in liaison and negotiation with the public and private sector is desirable. Eligible candidates will be required to undergo a criminal record check and ACT Corrective Services Induction Training. Eligible applicants may be required to undertake psychological aptitude testing as part of the assessment process. Demonstrated experience and/or willingness to work with offenders and detainees on a daily basis is essential. A current driver's licence is required.

Contact Officer: Don Taylor (02) 6207 0609 don.taylor@act.gov.au

**Legislation and Policy  
Restorative Justice Unit  
Senior Convenor  
Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 43824)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: An exciting position exists within the ACT Restorative Justice Unit for the role of Senior Convenor. The Unit is a small dedicated team that works to the *Crimes (Restorative Justice) Act 2004*, the Act. The position works to the Manager and performs tasks associated with the preparation and facilitation of some of the more complex restorative justice conferences. Preparation of reports, development and implementation of policy in relation to the application of the Act. Assisting in the development of program objectives regarding reporting and evaluation. Provision of advice and leadership in relation to cases within the Unit and stakeholders.

Contact Officer: Dymphna Lowrey (02) 6207 0571 dymphna.lowrey@act.gov.au

**ACT Corrective Services  
Custodial Operations  
Supervisor  
Correctional Officer Class 2 \$67,313 - \$72,254, Canberra (PN: 11330, several)**

Gazetted: 23 October 2012

Closing Date: 6 November 2012

Details: Perform the functions of a Supervisor - Correctional Officer Class 2 in accordance with relevant legislation, Standing Orders, Policy and procedures. Maintain security and order within correctional facilities and assume control of operational areas as required.

Eligibility/Other Requirements: Relevant custodial experience or Certificate III in Correctional Practice (Custodial) is essential. If Certificate III in Correctional Practice (Custodial) is not held it must be attained within 12 months of date of entry to service. Relevant tertiary qualifications are desirable. Current unrestricted manual driver's licence and Senior First Aid Certificate are essential requirements. Eligible applicants will be required to undergo pre employment psychological and medical testing and a Police Record check.

Contact Officer: Don Taylor (02) 6207 0609 don.taylor@act.gov.au

**ACT Government Solicitor  
Executive  
Senior Accounts Officer  
Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 00395)**

Gazetted: 22 October 2012

Closing Date: 5 November 2012

Details: The ACT Government Solicitor is seeking the services of a Senior Accounts Officer to undertake the accounts payable and receivable functions for the ACT Government Solicitor including coding and processing of accounts into two electronic systems (Oracle and Open Practice). This is a supervisory position and the successful applicant will also be required to reconcile credit card statements, petty cash and travel accounts, prepare monthly billing and assist the Manager, Governance and Finance with the preparation of monthly journals and other finance related functions.

Eligibility/Other Requirements: Experience in processing accounts payable and receivable is essential. Experience in the use of Oracle financial system and Open Practice Management system is highly desirable.

Notes: An order of merit may be established from this recruitment process.

Contact Officer: Gayle Sillis (02) 6207 0631 gayle.sillis@act.gov.au

**Territory and Municipal Services**

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

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

**Directorate Services**

**Operational Support**

**Asset Acceptance**

**Senior Project Engineer**

**Senior Professional Officer Grade C \$89,786 - \$96,809, Canberra (PN: 14177)**

Gazetted: 23 October 2012

Closing Date: 30 October 2012

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

Eligibility/Other Requirements: Essential to have a degree in Civil Engineering, MIEAust CPEng, and hold a current ACT driver's licence.

Note: This is a temporary position available 3 December 2012 until 30 June 2014.

Contact Officer: Joseph Gabriel (02) 6207 5604 [joseph.gabriel@act.gov.au](mailto:joseph.gabriel@act.gov.au)

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

**Parks and City Services**

**Parks and Conservation Service**

**Community and Visitor Programs**

**ParkCare and Volunteer Coordinator**

**Professional Officer Class 2 \$70,913 - \$81,460, Canberra (PN: 17762)**

Gazetted: 18 October 2012

Closing Date: 25 October 2012

Details: Parks and Conservation Service is seeking expressions of interest from suitably qualified applicants to fill on a temporary basis the position of ParkCare and Volunteer Coordinator in the Community and Visitor Programs Team. This position is based at Stromlo Depot and has responsibility for liaising with and supporting ParkCare, LandCare and other volunteer groups, and assisting with the coordination of activities on lands managed by Parks and City Services.

Eligibility/Other Requirements: This is a fire designated position and applicants must be willing to participate in fire training and operations including rostered standby. Fire fighting experience and training preferred but not essential; qualifications related to natural resource management preferred but not essential.

Notes: Position is being readvertised. Previous applicants need not reapply and will be considered. This is a temporary position is available from 8 November 2012 until 7 November 2015.

Contact Officer: Odile Arman (02) 6207 5570 [odile.arman@act.gov.au](mailto:odile.arman@act.gov.au)

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

**Treasury**

**Selection documentation and the mandatory application cover sheet for the following positions may be downloaded**

**from: <http://www.jobs.act.gov.au/>**

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

**Revenue Management**

**Compliance**

**Assistant Manager**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 00024)**

Gazetted: 24 October 2012

Closing Date: 7 November 2012

Details: The Compliance section develops compliance strategies and conducts investigations aimed at achieving maximum compliance by clients in relation to their statutory obligations. The section also plays a key role in the enforcement of the ACT's revenue laws and in the protection of public revenue. The main functions of this position include assisting in the management and to co-ordinate the activities of the Compliance section within the ACT Revenue Office including undertaking a range of operational and administrative tasks associated with this role.

Contact Officer: Joseph Tonna (02) 6207 0104 [joseph.tonna@act.gov.au](mailto:joseph.tonna@act.gov.au)

**Shared Services**

**Human Resources**

**HR Systems**

**Test Team Supervisor**

**Senior Officer Grade C \$89,786 - \$96,809, Canberra (PN: 16486)**

Gazetted: 23 October 2012

Closing Date: 30 October 2012

Details: Shared Services is seeking a Test Team Supervisor in the HR Systems team. The Test Team Supervisor is responsible for planning, developing, coordinating and managing test cases and test executions for HRMS upgrade and

enhancement. The successful candidate will be required to perform system testing and also manage, coordinate, set and monitor the work priorities of a team of testers during HRMS system upgrade and enhancement.  
Contact Officer: Linda Vella (02) 6205 2788 linda.vella@act.gov.au

#### **Revenue Management**

##### **Revenue Accounts**

###### **Revenue Officer**

###### **Administrative Services Officer Class 4 \$58,870 - \$63,917, Canberra (PN: 55056)**

Gazetted: 23 October 2012

Closing Date: 6 November 2012

Details: As a team member, undertake a range of operational and administrative tasks relating to the maintenance of revenue accounts that mainly involves rates and land tax accounts.

Contact Officer: Jukka Siiteri (02) 6207 0042 jukka.siiteri@act.gov.au

#### **Customer Relations**

##### **Customer Support**

###### **Service Desk**

###### **Service Delivery Officer**

###### **Information Technology Officer Class 1 \$57,004 - \$65,178, Canberra (PN: 14655, several)**

Gazetted: 23 October 2012

Closing Date: 6 November 2012

Details: To provide technical support and assistance to ACT Government Directory and staff through the maintenance and diagnosis of hardware and software problems, either on-site or remotely on the Service Desk.

Eligibility/Other Requirements: Incumbents may be required to provide onsite support or work on the Service Desk and must be willing to rotate between roles if required. A current driver's licence or the ability to quickly acquire a driver's licence is highly desirable.

Notes: A merit list will be established from this selection process and permanency may be offered at level over the next 12 months.

Contact Officer: Andrew Kondakis (02) 6205 5413 andrew.kondakis@act.gov.au

#### **APPOINTMENTS**

##### **Community Services**

###### **Administrative Services Officer Class 5 \$65,660 - \$69,623**

Jodi Bowler 827-53750, Section 68(1), 17 October 2012

###### **Disability Support Officer Level 1 \$43,767 - \$45,521**

Lucia Fallace 835-89809, Section 68(1), 22 October 2012

###### **Disability Support Officer Level 1 \$43,767 - \$45,521**

Anthony Fernance 835-89673, Section 68(1), 22 October 2012

###### **Disability Support Officer Level 1 \$43,767 - \$45,521**

Vijayanand Govindaraj 835-89702, Section 68(1), 22 October 2012

###### **Disability Support Officer Level 1 \$43,767 - \$45,521**

David Hanner 835-89665, Section 68(1), 22 October 2012

###### **Administrative Services Officer Class 4 \$58,870 - \$63,917**

Masayoshi Hashinaka 835-88603, Section 68(1), 11 October 2012

###### **Disability Support Officer Level 1 \$43,767 - \$45,521**

Justin Hogg 835-89761, Section 68(1), 22 October 2012

###### **Disability Support Officer Level 1 \$43,767 - \$45,521**

Yang Liu 835-70825, Section 68(1), 22 October 2012

###### **Administrative Services Officer Class 4 \$58,870 - \$63,917**

Timothy Stewart Shearman 835-89884, Section 68(1), 5 November 2012

##### **Economic Development**

###### **Administrative Services Officer Class 4 \$58,870 - \$63,917**

Alexandria Avent 827-36651, Section 68(1), 17 October 2012

###### **Administrative Services Officer Class 4 \$58,870 - \$63,917**

John Leahy 827-21601, Section 68(1), 22 October 2012

**Education and Training**

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

Ellen Anne Groves 824-49513, Section 68(1), 22 October 2012

**Health**

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

Shari Blumer 833-46196, Section 68(1), 18 October 2012

**Health Care Assistant 3 \$47,764 - \$48,861**

Kristina Feeney 831-21763, Section 68(1), 16 October 2012

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

Bindhu Jexin 824-32455, Section 68(1), 18 October 2012

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

Yuhui Liu 835-90121, Section 68(1), 12 November 2012

**Health Service Officer Level 10 \$70,913 - \$81,460**

Keiran Lynch 835-88953, Section 68(1), 22 October 2012

**Health Care Assistant 3 \$47,764 - \$48,861**

Rachael Wiseman 835-91319, Section 68(1), 22 October 2012

**Specialist Level 1-5, \$147,465-\$181,976**

Samantha Wong: 829-56179, Section 68(1), 24 September 2012

**Justice and Community Safety**

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

Jennifer Mae Bauer 827-34912, Section 68(1), 1 November 2012

**Administrative Services Officer Class 3 \$52,818 - \$57,004**

Sienna Moore 835-79723, Section 68(1), 23 October 2012

**Senior Officer Grade B \$106,086 - \$119,426**

Benjamin Naughton 772-11295, Section 68(1), 22 October 2012

**Territory and Municipal Services**

**Administrative Services Officer Class 3 \$52,818 - \$57,004**

Kimberley Elizabeth Harvey Barden 835-88179, Section 68(1), 25 October 2012

**Professional Officer Class 2 \$70,913 - \$81,460**

Anand Joshi 827-43421, Section 68(1), 19 October 2012

**General Service Officer Level 7 \$52,078 - \$55,114**

Rudolf Marek 835-88347, Section 68(1), 22 October 2012

**Senior Professional Officer Grade B \$106,086 - \$119,426**

Cathryn Saunders 827-61291, Section 68(1), 5 November 2012

**Technical Officer Level 3 \$61,148 - \$69,377**

Paul Sims 835-87694, Section 68(1), 22 October 2012

**Treasury**

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

Ilze Kemp 821-23249, Section 68(1), 15 October 2012

**TRANSFERS**

**Economic Development**

**Amy Maree Cleary: 827-41880**

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

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

Economic Development, Canberra (PN. 43166) (Gazetted 4 September 2012)

### **Education and Training**

**Louise Keightley: 835-56984**

From: Administrative Services Officer Class 6 \$70,913 - \$81,460  
Community Services  
To: Administrative Services Officer Class 6 \$70,913 - \$81,460  
Education and Training, Canberra (PN. 00153) (Gazetted 23 August 2012)

### **Health**

**Margaret Morey: 778-37837**

From: Technical Officer Level 1 \$47,953 - \$50,376  
Health  
To: Assistant in Nursing \$42,160 - \$43,674  
Health, Canberra (PN. 31111) (Gazetted 26 September 2012)

### **Justice and Community Safety**

**Kendall Harris: 827-26760**

From: Administrative Services Officer Class 5 \$52,575 - \$107,797  
Chief Minister and Cabinet  
To: Legal 1 \$52,575 - \$107,797  
Justice and Community Safety, Canberra (PN. 46140) (Gazetted 11 April 2012)

### **PROMOTIONS**

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

**Sarah Coulson**

From: Registered Nurse Level 2 \$78,157 - \$82,990  
Calvary Health Care ACT  
To: Registered Nurse Level 3 \$89,834 - \$93,531  
Calvary Health Care ACT, Canberra (PN.7502) (Gazette 20 August 2012)

**Sally Mcrae**

From: Registered Nurse Level 1 \$55,567 - \$75,084  
Calvary Health Care ACT  
To: Registered Nurse Level 2 \$78,157 - \$82,990  
Calvary Health Care ACT, Canberra (PN.8719) (Gazette 20 September 2012)

### **Economic Development**

**Economic Development, Policy and Governance  
Ministerial, Cabinet and Policy  
Ministerial, Assembly and Cabinet Coordination  
Dorena Morris: 260-53506**

From: Senior Officer Grade C \$89,786 - \$96,809  
Economic Development  
To: †Senior Officer Grade B \$106,086 - \$119,426  
Economic Development, Canberra (PN. 18749) (Gazetted 6 August 2012)

### **Environment and Sustainable Development**

**Regulation and Services**

**Construction Services**

**Executive and Policy**

**Margarete Corrigan: 820-93991**

From: Administrative Services Officer Class 4 \$58,870 - \$63,917  
Environment and Sustainable Development  
To: Administrative Services Officer Class 6 \$70,913 - \$81,460  
Environment and Sustainable Development, Canberra (PN. 31274) (Gazetted 4 October 2012)

**Regulation and Services**

**Sustainability Programs**

**Ann Lyons Wright: 771-22591**

From: Senior Officer Grade B \$106,086 - \$119,426

Environment and Sustainable Development  
To: †Senior Officer Grade A \$123,208  
Environment and Sustainable Development, Canberra (PN. 30613) (Gazetted 5 September 2012)

**Health**

**Canberra Hospital and Health Services  
Mental, Justice, Alcohol and Drug Services  
Rehabilitation and Specialty Mental Health  
Ciaran Bird: 829-67724**

From: Registered Nurse Level 2 \$78,157 - \$82,990  
Health  
To: †Registered Nurse Level 3.1 \$89,834 - \$93,531  
Health, Canberra (PN. 23556) (Gazetted 16 August 2012)

**Strategy and Corporate  
Sally Cuff: 821-07724**

From: Administrative Services Officer Class 2 \$46,372 - \$51,422  
Health  
To: †Administrative Services Officer Class 4 \$58,870 - \$63,917  
Health, Canberra (PN. 24241) (Gazetted 4 October 2012)

**Strategy and Corporate  
Performance and Innovation  
Innovation and Redesign  
Richard Hopkins: 788-75624**

From: Senior Officer Grade C \$89,786 - \$96,809  
Health  
To: †Senior Officer Grade B \$106,086 - \$119,426  
Health, Canberra (PN. 31433) (Gazetted 6 September 2012)

**Strategy and Corporate  
Business and Infrastructure  
Security and Emergency Preparation  
Garth Jensen: 821-17340**

From: Health Service Officer Level 4 \$43,599 - \$45,346  
Health  
To: Administrative Services Officer Class 5 \$65,660 - \$69,623  
Health, Canberra (PN. 24297) (Gazetted 30 August 2012)

**Strategy and Corporate  
Professional Leadership, Research and Education  
Allied Health Adviser  
Leanne Pagett: 737-58568**

From: Health Professional Level 3 \$77,710 - \$81,995 (up to \$86,165 on achieving a personal upgrade)  
Health  
To: †Health Professional Level 4 \$89,786 - \$96,809  
Health, Canberra (PN. 00285) (Gazetted 9 August 2012)

**Canberra Hospital and Health Services  
Rehabilitation, Aged and Community Care  
CC - Nursing  
Claire Roberts: 821-21534**

From: Registered Nurse Level 1 \$55,567 - \$75,084  
Health  
To: Registered Nurse Level 2 \$78,157 - \$82,990  
Health, Canberra (PN. 22728) (Gazetted 13 September 2012)

**Strategy and Corporate  
Susan Simpson: 821-06377**

From: Administrative Services Officer Class 6 \$70,913 - \$81,460  
Health  
To: †Senior Officer Grade C \$89,786 - \$96,809  
Health, Canberra (PN. 29390) (Gazetted 23 August 2012)