



ACT Government Gazette

Gazetted Notices for the week beginning 24 September 2015

VACANCIES

Calvary Health Care ACT (Public)

Sonographer

Health Professional Level 4 \$94,653 - \$101,888, Canberra (PN: 6705)

Gazetted: 25 September 2015

Closing Date: 25 March 2016

Details: Details: Full position details can be seen at Calvary Health Care (ACT)'s website: <http://www.calvary-act.com.au/career-vacancies.html?state=act>

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

Clinical Pharmacist

Health Professional Level 2 \$58,212 - \$79,912, Canberra (PN: 8039)

Gazetted: 25 September 2015

Closing Date: 1 November 2015

Details: Full position details can be seen at Calvary Health Care (ACT)'s website: <http://www.calvary-act.com.au/career-vacancies.html?state=act>

Contact Officer: Megan Arnold (02) 6201 6266 megan.arnold@calvary-act.com.au

Capital Metro

**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**

Procurement and Delivery

Senior Project Officer, Planning and Design

Senior Officer Grade C \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 33675)

Gazetted: 30 September 2015

Closing Date: 14 October 2015

Details: The Capital Metro Agency has responsibility for the design, procurement and delivery of a light rail service between Gungahlin and the City. The Procurement and Delivery Branch is seeking an experienced and motivated Senior Project Officer to fulfil this key role within the area of planning and design. Amongst other duties, the Senior Project Officer will manage a range of projects and tasks in accordance with agency and ACT Government protocols and policies particularly relating to procurement, land, environment and planning approvals and processes. The position holder will liaise and negotiate with senior representatives with ACT and Commonwealth agencies to ensure the land, environment and planning processes for the project are followed.

Contact Officer: Stephen Allday (02) 6205 2754 stephen.allday@act.gov.au

Corporate Governance and Communications

Governance and Business Solutions

Policy Officer

Senior Officer Grade C \$94,653 - \$101,888, Canberra (PN: 33317)

Gazetted: 25 September 2015

Closing Date: 9 October 2015

Details: The Capital Metro Agency has responsibility for the design, procurement and delivery of a light rail service between Gungahlin and the City. The Governance and Business Solutions Branch is seeking an organised and highly

motivated individual to fulfil the role of Policy Officer. Duties include, but are not limited to, assisting in the development and provision of well researched and balanced policy advice to meet statutory requirements and agency priorities, often within tight timeframes, and supporting senior management in research, analysis, development, review and implementation of policies and related documents.

Contact Officer: Nikki Pulford (02) 6205 5466 nikki.pulford@act.gov.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

Access Canberra

Construction, Environment and Workplace Protection

WorkSafe

Industry Support Senior Manager

Senior Officer Grade B \$111,478 - \$125,497 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$113,150 - \$127,379, Canberra (PN: 20245)

Gazetted: 24 September 2015

Closing Date: 8 October 2015

Details: A temporary vacancy exists to collaboratively lead the strategic development and delivery of industry liaison activities for the Construction, Environment and Workplace Protection Division of Access Canberra. The successful applicant will manage a team responsible for industry support activities centred on engagement, information and education that achieves compliance awareness and improvement outcomes.

Eligibility/Other Requirements: Experience working with or knowledge of construction industry regulatory compliance issues is highly desirable.

Note: This position is temporary, available until 26 February 2016 with the possibility of extension.

Contact Officer: Leesha Pitt (02) 6205 0566 leesha.pitt@act.gov.au

Shared Services

Partnership Services Group

Health ICT Projects

Senior Project Manager

Senior Officer Grade B \$111,478 - \$125,497 From 8 October the salary for this vacancy will increase by 1.5% to \$113,150 - \$127,379, Canberra (PN: 33742)

Gazetted: 30 September 2015

Closing Date: 14 October 2015

Details: The Shared Services ICT Health Directorate Team is currently seeking an experienced Senior Project Manager to lead and manage a number of ICT projects within the Health Infrastructure Program that are high profile, complex and high risk. Development and maintenance of appropriate project documentation will be required.

Eligibility/Other Requirements: The possession of, or the ability to attain, a baseline security clearance is a requirement. Educational and professional qualification checks may be undertaken prior to employment. Knowledge of MSP, PRINCE2, and ITIL frameworks would be highly advantageous. Knowledge of/or experience in the Health environment would be advantageous but is not essential. Construction Induction White Card would be advantageous.

Note: This is a temporary position available until 30 June 2016. Selection may be based on application and referee reports only.

Contact Officer: Melissa Fuller (02) 6205 9935 melissa.fuller@act.gov.au

Communications

Senior Communications Officer

Senior Officer Grade C \$94,653 - \$101,888, Canberra (PN: 36214)

Gazetted: 24 September 2015

Closing Date: 1 October 2015

Details: The Communications division is seeking an enthusiastic and motivated Senior Communications Officer to coordinate, write and edit engaging written and digital content for whole of government publications and channels. Under limited supervision, the role will provide high level communications advice as well as photography and video production services, within the directorate and across government for whole of government websites and digital channels.

Eligibility/Other Requirements: Relevant tertiary qualifications highly regarded, and/or experience in a similar role.

Contact Officer: Anita Perkins (02) 6205 0035 anita.perkins@act.gov.au

Communications

Senior Communications Officer

Senior Officer Grade C \$94,653 - \$101,888, Canberra (PN: 36213)

Gazetted: 24 September 2015

Closing Date: 1 October 2015

Details: The Communications division is seeking an enthusiastic and motivated Senior Communications Officer to lead the coordination, creation and delivery of engaging digital content. Under limited supervision, the role will provide high level digital communications advice and services within the directorate and across government for whole of government websites and digital channels.

Eligibility/Other Requirements: Relevant tertiary qualifications highly regarded, and/or experience in digital strategy/content creation role.

Contact Officer: Anita Perkins (02) 6205 0035 anita.perkins@act.gov.au

Communications

Senior Graphic Designer

Senior Officer Grade C \$94,653 - \$101,888, Canberra (PN: 36212)

Gazetted: 24 September 2015

Closing Date: 1 October 2015

Details: The Communications Division is seeking an enthusiastic and motivated Senior Graphic Designer. Under limited supervision, the role will provide high level design advice and services within the directorate and across government on branding, creative campaigns, style guides and the production of traditional and digital communications products. This is a key role for the creative direction and production of whole of government communications products.

Eligibility/Other Requirements: Relevant tertiary qualifications highly regarded, and/or experience in a senior design role. Supervision of other designers or experience as a Studio Manager highly desirable.

Contact Officer: Anita Perkins (02) 6205 0035 anita.perkins@act.gov.au

Arts, Business, Events, Sport and Tourism

Sport and Recreation Services

ACT Academy of Sport

Performance Services Manager

Senior Professional Officer Grade C \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 24053)

Gazetted: 29 September 2015

Closing Date: 13 October 2015

Details: Sport and Recreation Services is seeking an enthusiastic and motivated person to join our ACT Academy of Sport (ACTAS) team as the Performance Services Manager. The successful applicant will lead the integrated delivery of performance services to a minimum of 100 talented athletes (Australia's Winning Edge categorised athletes) across

seven sport programs as well as the ACTAS Individual Athlete Program. Performance services include; strength and conditioning, psychology, athlete career education/personal excellence, sport science, medical coordination, and nutrition.

Eligibility/Other Requirements: A university degree or comparable qualification. At least five years experience in a senior management position(s) within a high performance sport environment. Technical or professional qualifications and experience in one of the performance services.

Notes: This is a temporary vacancy available until 30 June 2017. Selection may be based on written application and referee reports only. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp.

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

Shared Services

Partnership Services Group

Health ICT Business Systems

Rhapsody Support Officer

Information Technology Officer Class 2 \$75,209 - \$86,075 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$76,337 - \$87,366, Canberra (PN: 19675)

Gazetted: 30 September 2015

Closing Date: 14 October 2015

Details: The position is part of an ICT technical team that develops, supports and maintains interfaces between applications used by the ACT, Health Directorate.

Eligibility/Other Requirements: Knowledge of Health applications such as Patient Administration, Medical Record and Clinical systems and databases would be an advantage but is not essential. Awareness or knowledge of integration concepts and integration languages, such as HL7, would be an advantage but is not essential. Knowledge of the ACT Government Health ICT environment would be an advantage but is not essential. Willingness to participate in an out of hours roster is essential.

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

Contact Officer: Michael Cowey (02) 6205 6927 michael.cowey@act.gov.au

Shared Services

Partnership Services Group

Health ICT Business Systems

IT Support Officer

Information Technology Officer Class 2 \$75,209 - \$86,075 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$76,337 - \$87,366, Canberra (PN: 01354)

Gazetted: 30 September 2015

Closing Date: 14 October 2015

Details: This position provides second tier application administration support to users which includes investigation of business application and operational problems; and providing a solution or escalating the problem when required. Also assists with business application development, testing and implementation.

Eligibility/Other Requirements: Educational and professional qualifications checks may be undertaken prior to employment.

Notes: This is a temporary position available from December for up to 12 months. Please note that the selection process for this role may be based on one or all of the following; an assessment of the application against the selection criteria, a technical assessment, an interview and referee reports. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to -

http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp.

Contact Officer: Thu Tran (02) 6205 1029 thu.tran@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.

Economic Development

ACT Property Group

Tenancies

Senior Tenancy Officer

Administrative Services Officer Class 6 \$75,209 - \$86,075 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$76,337 - \$87,366, Canberra (PN: 16985)

Gazetted: 30 September 2015

Closing Date: 7 October 2015

Details: ACT Property Group is seeking an experienced and qualified commercial Senior Tenancy Manager to work in a busy tenancy management area. The Senior Tenancy Officer has responsibility for the relationship with tenants including the negotiation of government, community and commercial tenancies, preparation of sub-leases and licences and the management of tenant issues.

Eligibility/Other Requirements: Experience and qualifications in Property Management will be highly regarded.

Contact Officer: Tania Shaw (02) 6205 9937 tania.shaw@act.gov.au

Shared Services

Finance and Human Resources Services

HR Systems Team

HR System Support Team Member- Human Resource Information Management Systems

Administrative Services Officer Class 6 \$75,209 - \$86,075 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$76,337 - \$87,366, Canberra (PN: 36235)

Gazetted: 25 September 2015

Closing Date: 2 October 2015

Details: Shared Services Human Resources (HR) is seeking a suitably qualified HR System Support Team Member to lead the implementation of consistent best practice payroll and personnel procedures and delivery of standard payroll and personnel services to ACT Government Directorates.

Note: Applications should include a supporting statement of no more than two pages outlining experience and/or ability in accordance with the selection criteria, contact details of at least two referees and a current curriculum vitae.

This position is temporary, available for up to 12 months.

Contact Officer: Linda Vella (02) 6205 2788 linda.vella@act.gov.au

Shared Services

Partnership Services Group

Service Desk

HR Service Desk Officer

Administrative Services Officer Class 4 \$62,802 - \$68,002 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$63,744 - \$69,022, Canberra (PN: 36216, several)

Gazetted: 24 September 2015

Closing Date: 15 October 2015

Details: Partnership Services Group is looking for highly motivated individuals with experience in providing high level of customer and operational support. It is essential that you have a strong client focus and a willingness to be part of a dynamic team. You will be an escalation point for more complex Human Resource (HR) requests. A strong understanding of a large and complex HR environment and experience in the use and support of HR systems and applications would be highly regarded.

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

Shared Services

Partnership Services Group

ICT Service Desk

Service Delivery Officer

Information Technology Officer Class 1 \$60,880 - \$69,301 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$61,793 - \$70,341, Canberra (PN: 14430, several)

Gazetted: 29 September 2015

Closing Date: 10 October 2015

Details: Partnership Services Group is looking for a highly motivated individual with experience in providing high level technical and operational support. It is essential that you have a strong client focus and a willingness to be part of a dynamic team. You will be an escalation point for more complex support issues. A strong understanding of a large and complex ICT environment and experience in the use and support of ICT systems and applications would be highly regarded.

Eligibility/Other Requirements: Educational and professional qualifications checks may be undertaken prior to employment. Incumbents may be required to work on a 24x7 shift or on-call arrangements. 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 is highly desirable. Experience of at least two years in ICT service support is highly desirable. Contact Officer: Andrew Kondakis (02) 6205 5413 andrew.kondakis@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

Housing and Community Services

Business Capital

Director, Business and Capital

Executive Level 1.3 \$218,514 to \$228,851 depending on current superannuation arrangements, Canberra (PN: E819)

Gazetted: 30 September 2015

Closing Date: 14 October 2015

Details: The Director is responsible for managing the following portfolios: Capital Works; ICT; and Information Management. The Capital Works portfolio is responsible for the construction, contract management, procurement, work health and safety as well as accountability and reporting of assets to deliver community needs. The ICT portfolio is responsible for Homenet, business systems management and reporting through business systems management. Information Management will provide a records management function for Housing ACT.

Under the general direction of the Executive Director, the Director will also be responsible for operational oversight of finance and budget management services for Housing ACT, which operates as a Public Trading Enterprise (PTE).

Remuneration: The position attracts a remuneration package ranging from \$218,514 - \$228,851, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$172,285.

Contract: The successful applicant will be engaged under a performance based contract for up to five years.

Prospective applicants should be aware that individual contracts are tabled in the ACT Legislative Assembly.

Contact Officer: David Matthews (02) 6207 1514 david.matthews@act.gov.au

Service Strategy and Community Building

Service Strategy

Strategic Implementation

Senior Manager

Senior Officer Grade A \$129,470 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$131,412, Canberra (PN: 31094)

Gazetted: 25 September 2015

Closing Date: 2 October 2015

Details: This position requires a person who has had experience in managing, developing, implementing and monitoring strategic policy activities. It will require someone who understands the complexity of interdepartmental policy activities and is able to work both independently and provide experienced leadership to the team. The person will need to be pro-active in dealing with issues as they arise in any areas of the Department's responsibility, as well as in its relationships with other agencies, both government and non-government. It will have significant contact with departmental executives and the Office of the Minister, requiring a high degree of sensitivity and confidentiality, as well as a flexible approach in responding to tight deadlines. This position will report to the Director, Service Strategy. Eligibility/Other Requirements: Relevant experience managing transformational change programs/projects in the human services sector is desirable but not essential.

Note: This is a temporary position, available from 28 September 2015 until 30 June 2016.

Contact Officer: Melanie Saballa (02) 6207 5938 melanie.saballa@act.gov.au

Disability ACT

Child Development Service

Clinical Leader

Health Professional Level 4 \$94,653 - \$101,888, Canberra (PN: 36164, several)

Gazetted: 24 September 2015

Closing Date: 30 September 2015

Details: The Child Development Service will focus on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The Clinical Leader will provide leadership and management to a multidisciplinary team of health professionals and allied health assistants who deliver services to clients of the Child Development Service. The Clinical Leader will maintain a clinical load, and also undertake other duties which include administration, coordination and oversight of professional practice, performance management, relationship and marketing, training, and project and portfolio management.

Eligibility/Other Requirements: Essential: Relevant tertiary qualifications e.g. In Physiotherapy, Social Work, Speech Pathology, Occupational Therapy. At least five years of experience in human service delivery and early intervention services. Registration with relevant professional body. Current driver's licence essential. 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 -

http://www.ors.act.gov.au/community/working_with_vulnerable_people_wvpv.

Contact Officer: Helen Hopper (02) 6205 1888 helen.hopper@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.

Service Strategy and Community Building

People Management

Safety and Wellbeing

Senior Safety and Wellbeing Advisor

Senior Officer Grade C \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 36107)

Gazetted: 25 September 2015

Closing Date: 9 October 2015

Details: We are looking for an experienced Human Resource professional to provide high quality and strategic advice on complex workers' compensation and non compensation matters. As part of a small team, the Senior Safety and Wellbeing Advisor will work with case managers, Directorate managers, and injured workers to achieve strategic return to work outcomes.

Eligibility/Other Requirements: Experience in the Comcare workers' compensation scheme is required, and experience either as a return to work case manager and/or Human Resources consultant/advisor would be an advantage.

Note: This position is temporary for a period of up to twelve months.

Contact Officer: Simone Bartrop (02) 6207 5932 simone.bartrop@act.gov.au

Service Strategy and Community Building

Finance and Budget

Senior Management Accountant

Senior Officer Grade C \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 55613)

Gazetted: 29 September 2015

Closing Date: 13 October 2015

Details: The position provides support for the development of the Directorate's external budget and manages the internal budget process in liaison with business units. It also oversees the delivery of timely and accurate monthly, quarterly and annual management and output performance reports in liaison with business units and the ACT Audit Office to meet the Directorate's management and statutory requirements. The position provides advice to the Executive and senior managers on their financial and output performance and contributes to the development and implementation of financial management policies and procedures. The occupant of this position will also have proven high level writing and Microsoft Excel skills. The position reports to the Finance Manager.

Eligibility/Other Requirements: Relevant tertiary qualifications in accounting and/or equivalent knowledge and experience is required. Experience in both ACT Government Budgeting and financial processes is highly desirable.

Note: This position is temporary for a period of up to twelve months.

Contact Officer: Kate Ward (02) 6205 0874 kate.ward@act.gov.au

Disability ACT

Child Development Service

Health Professional - Social Work/Physiotherapy/Speech Pathology

Health Professional Level 3 \$82,212 - \$86,626 (up to \$90,923 on achieving a personal upgrade), Canberra (PN: 36121, several)

Gazetted: 24 September 2015

Closing Date: 30 September 2015

Details: The Child Development Service will focus on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The successful staff member will provide assessments or screen children to identify those at risk of developmental delay, support their movement through the service system; provide advice and expertise in clinical decision making to plan service delivery, interventions and policy development. Health Professionals at this level are expected to exercise independent professional judgement required in solving problems and managing cases where principles, procedures, techniques and methods require expansion, adaptation or modification. Work at this level may include professional supervision of HP Level 1/2 staff, allied health assistants and undergraduates.

Eligibility/Other Requirements: Essential: Tertiary qualifications or equivalent in relevant profession. Experience in the provision services for children at risk of developmental delays. Current driver's licence essential. 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 -

http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp.

Notes: Both full-time and part-time positions are available.

Contact Officer: Elise Jordaan (02) 6205 1888 elise.jordaan@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.

Disability ACT

Child Development Service

Intake Officer

Administrative Services Officer Class 6 \$75,209 - \$86,075, Canberra (PN: 36113)

Gazetted: 24 September 2015

Closing Date: 30 September 2015

Details: The Child Development Service will focus on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The Intake Officer will provide information on a broad range of topics relevant to the needs of each caller. They will also be responsible for the registration and processing of referrals to the Child Development Service as well as redirecting referrers to more appropriate service providers.

Eligibility/Other Requirements: Essential: Current driver's licence. 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 - http://www.ors.act.gov.au/community/working_with_vulnerable_people_wvpv.

Contact Officer: Elise Jordaan (02) 6205 1888 elise.jordaan@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.

Disability ACT

Child Development Service

Corporate Officer

Administrative Services Officer Class 5 \$69,797 - \$73,881 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$70,844 - \$74,989, Canberra (PN: 36168)

Gazetted: 25 September 2015

Closing Date: 5 October 2015

Details: The Child Development Service will focus on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The Corporate Officer in this position will be focussed on supporting the Child Development Service to deliver the best possible outcomes through a range of administrative support functions to provide high quality customer services to clients and staff.

Eligibility/Other Requirements: Current driver's licence. 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 -

http://www.ors.act.gov.au/community/working_with_vulnerable_people_wvpv.

Note: This is a part-time position working 29:24 hours a week.

Contact Officer: Karen Duthie (02) 6205 1888 karen.duthie@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.

Disability ACT

Child Development Service

Customer Service Coordinator

Administrative Services Officer Class 3 \$56,568 - \$60,880 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$57,417 - \$61,793, Canberra (PN: 36134)

Gazetted: 25 September 2015

Closing Date: 5 October 2015

Details: The Child Development Service will focus on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The successful officer will coordinate the day to day operations and the provision of excellent customer service to the Child Development Service clients and staff. This individual will be required to have an understanding of the clinical services, processes and activities undertaken by the clinical teams and associated staff. They will provide direction and oversee the work of the Administrative Officers (ASO2).

Eligibility/Other Requirements: Current driver's licence. 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 -

http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp.

Contact Officer: Karen Duthie (02) 6205 1888 karen.duthie@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.

Disability ACT

Child Development Service

Health Professional - Social Work/Physiotherapy/Speech Pathology

Health Professional Level 1/2 \$54,591 - \$79,912, Canberra (PN: 36162, several)

Gazetted: 24 September 2015

Closing Date: 30 September 2015

Details: The Child Development Service will focus on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The individuals in these positions will provide services within a community based, multidisciplinary team within the Child Development Service. The successful staff member will provide assessments/screen children to identify those at risk of developmental delay, and provide interventions that will address the child's developmental delay; and support their movement through the service system.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in relevant profession. Experience in the provision services for children at risk of a developmental delays. Current driver's licence essential. 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 -

http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp.

Note: These positions will be filled at either the Health Professional Level 1 or Health Professional Level 2 classification depending on experience and qualifications of successful candidates. Both full-time and part-time positions are available.

Contact Officer: Elise Jordaan (02) 6205 1888 elise.jordaan@act.gov.au

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

Environment and Planning

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

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

Environment

Conservation Research

Conservation Research

Senior Ecologist - Vegetation

Senior Professional Officer Grade C \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 00637)

Gazetted: 25 September 2015

Closing Date: 2 October 2015

Details: The Senior Ecologist - Vegetation is responsible for managing a small team that undertakes monitoring of threatened plant species and ecological communities. The position coordinates and directs other ecological research projects and directs strategic planning for threatened plant species and communities. A key role of the position is liaising and advising other government departments on land management and impact assessment. The successful

candidate will have a thorough and detailed knowledge of ACT vegetation species and communities with particular understanding of lowland vegetation types. They should have capacity in research and/or monitoring of threatened plants or communities and well developed project management skills. The successful candidate will be able to display previous experience in providing ecological advice to other organisations or specialist committees.

Eligibility/Other Requirements: Bachelor degree or higher in Ecology, Botany or Environmental Management.

Note: This is a temporary position available until 27 May 2016. Selection may be based on application and referee reports only.

Contact Officer: Margaret Kitchin (02) 6207 7623 margaret.kitchin@act.gov.au

Strategic Planning

Planning

Master Plans

Urban Planner

Administrative Services Officer Class 6 \$75,209 - \$86,075 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$76,337 - \$87,366, Canberra (PN: 15298)

Gazetted: 29 September 2015

Closing Date: 13 October 2015

Details: The Strategic Planning Division in Environment and Planning Directorate is seeking an Urban Planner to assist in the delivery of key government priority projects. As part of the implementation of the ACT Planning Strategy and Transport for Canberra, the position will be involved in the development and delivery of urban planning and transport projects, programs and projects like the City Plan implementation, Northbourne Avenue corridor, master plans, Greenfields planning and other land use and transport planning work. Candidates should have proven oral and written communication skills, the ability to provide strategic planning support and a sound understanding of project management.

Eligibility/Other Requirements: Qualifications and experience in urban planning, urban design, architecture, or landscape architecture would be highly desirable.

Note: This position is temporary, available until 30 June 2016.

Contact Officer: Adam Azzopardi (02) 6207 3541 adam.azzopardi@act.gov.au

Government Services, Communications and Legislation Services

Communications

Web Administrator

Information Technology Officer Class 1 \$60,880 - \$69,301 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$61,793 - \$70,341, Canberra (PN: 15325)

Gazetted: 24 September 2015

Closing Date: 8 October 2015

Details: The Environment and Planning Directorate is seeking applications from individuals interested in working in a dynamic and fast paced team which is responsible for providing communications services in the Environment and Planning portfolios of the ACT Government. The primary responsibility of this role is to develop and maintain the Directorate's websites and liaise with both internal and external stakeholders using Squiz Matrix.

Contact Officer: Alex Magee (02) 6207 2464 alexandra.magee@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

Women, Youth and Children

Children, Youth and Women's Health Program

Manager, Women's Health Service

Health Professional Level 4 \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 26575)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: An exciting opportunity exists for an experienced Health Professional who can combine knowledge and experience within the women's services sector with knowledge and experience in operational management.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Psychology, Social Work or Registered Nurse and as required be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA) or eligibility for membership of the appropriate professional organisation. Must hold a current driver's licence.

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

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

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

ACT Government employees enjoy excellent employment conditions, more information is available at

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

Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Christine Long (02) 6205 5028 or 0403 061 391

Canberra Hospital and Health Services

Pathology

Immunoassay

Health Professional Level 4 - Immunoassay

Health Professional Level 4 \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 29251)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: ACT Pathology is a department of Canberra Hospital and Health Services offering a diagnostic pathology service to the ACT and surrounding region. The laboratory operates 24 hours, seven days a week, offering a wide range of testing procedures over two campuses. The main laboratory is located at the Canberra Hospital and branch laboratory is located at the Calvary Hospital. Under the direction of the Clinical Directors of Immunology and Microbiology the successful applicant will be responsible for the day to day management of the Immunoassay department (Human Immunology and Infectious Serology). The successful applicant will liaise with the Principal Scientist on Scientific matters and be required to work collaboratively with the Chief Scientist of Clinical Chemistry and the Chief Scientist of the Calvary Laboratory to provide leadership, strategic planning and optimal operational management. A commitment to own personal development is essential.

Eligibility/Other Requirements: A Science Degree or equivalent relevant qualification. A relevant post Graduate or professional qualification would be an advantage. A minimum of five (5) years relevant experience in an Immunoassay laboratory

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

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Contact Officer: Monica Brady (02) 6244 2835

Canberra Hospital and Health Services

Medicine

Pharmacy - TCH

CHARM Specialist Pharmacist

Health Professional Level 4 \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073-\$103,416), Canberra (PN: 33535)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: The Canberra Hospital and Health Services (CHHS) Pharmacy Department have a dynamic, talented team of over 45 Pharmacists. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services and full services to the Canberra Region Cancer Centre. An exciting temporary opportunity exists for a suitably qualified pharmacist to join the Oncology Pharmacy team as the Cancer Clinical Information System (CHARM) Pharmacist. This position is responsible for co-ordinating the maintenance, review and uploads of treatment protocols into CHARM and providing other relevant system testing and review functions as required by the CHARM project. It may be possible for the successful applicant to be appointed to a 0.5FTE clinical pharmacist position if a full time position is sought.

Department Information: The department provides a full range of contemporary Pharmacy Services including clinical pharmacy services, specialised compounding services, investigational drug support, quality use of medicines, and corrections health services.

Our department has recently expanded to include a Lead Pharmacist across each of the Divisions of CHHS (Medical; Surgical and Oral Health; Critical Care; Women's Youth & Children; Rehabilitation and Aged Care; Cancer, Ambulatory and Community Health Support; and Mental Health Justice Health and Alcohol and Drug). We have also been allocated extra funding for new clinical rotational pharmacist positions. The Quality Use of Medicines, Research and Education team supports the clinical team and the broader hospital and health services to provide safe and efficacious medicines management.

Postgraduate Study and Continuing professional Development Opportunities: Post graduate study is encouraged in our department and study leave is available to support this.

Employees are eligible to apply for several scholarships and grants to support postgraduate study

<http://health.act.gov.au/professionals/allied-health/scholarships>

In house, structured continuing professional development opportunities are available for pharmacists at all levels

The department is affiliated with both the Australian National University Medical School and the University of Canberra School of Pharmacy

Eligibility/Other Requirements: Appropriate Pharmacist qualifications and eligibility for registration as a Pharmacist with the Pharmacy Board of Australia. Postgraduate qualifications relevant to the fulfilment of the roles of the position or extensive pharmacy experience deemed equivalent.

Notes: This is a part-time position at 22:05 hours per week. This is a temporary position available for a period of 12 months. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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Contact Officer: Daniel Lalor (02) 6244 2121

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Rehabilitation Allied Health

Senior Occupational Therapist

Health Professional Level 4 \$94,653 - \$101,888 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$96,073 - \$103,416, Canberra (PN: 09797)

Gazetted: 01 October 2015

Closing Date: 8 October 2015

Details: An exciting opportunity exists for an enthusiastic and suitably qualified Senior Occupational Therapist to work within the Rehabilitation and Aged Care Occupational Therapy team in the role of team manager/senior clinician. This position is responsible for the management of both hospital and community based rehabilitation and aged care occupational therapy services, which includes resource management, clinical cover and direct supervision of staff. The position will report directly to the RACC Director of Allied Health and will have the support of an experienced team of managers/clinicians working across allied health disciplines in rehabilitation and aged care.

Eligibility/Other Requirements: Recognised Occupational Therapy Degree or Diploma. Current Australian Health Practitioner Regulation Agency Registration and current driver's licence. Extensive experience in providing a high standard of occupational therapy services in rehabilitation and aged care settings, with demonstrated expertise in the assessment and treatment of clients with more complex health needs.

Note: This is a temporary position available until January 2017. This position may be required to participate in overtime, on call, and/or rotation roster. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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

ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits.

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Contact Officer: Tegan Reid (02) 6244 3286

Canberra Hospital and Health Services

Medicine

Cardiology

Cardiology Outpatient Clinic Nurse

Registered Nurse Level 2 \$84,397 - \$89,447, Canberra (PN: 22702)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: The Canberra Hospital Department of Cardiology, is seeking a dynamic and talented Registered Nurse to join the team to provide day to day Nursing care to patients attending the Cardiology Outpatient Services. This position would suit someone with Specialist Cardiology experience, well developed interpersonal Skills and passion for patient education and improving the patient journey.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. (It is desirable that the applicant holds or is working towards relevant qualification). Minimum of three years post registration experience and minimum of two years recent experience and proven competence in Cardiology Nursing is highly desirable.

Notes: This is permanent part-time position working 4 days a week (32 Hours) during business hours. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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Contact Officer: Margaret Flaherty (02) 6244 3733

Canberra Hospital and Health Services

Rehabilitation, Aged and Community Care

Rehabilitation Allied Health

Occupational Therapist

Health Professional Level 3 \$82,212 - \$86,626 (up to \$90,923 on achieving a personal upgrade) From 8 October 2015 the salary for this vacancy will increase by 1.5% to 83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 18137)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: An exciting opportunity exists for an enthusiastic and suitably qualified Senior Occupational Therapist to work within the Rehabilitation and Aged Care Occupational Therapy team, specifically in the Vocational Assessment and Rehabilitation Service (VARs). The position will provide clinical services to assist clients recovering from injury/illness to resume their vocational roles, with some role in supporting avocational goals. The VARs team consists of an Occupational Therapist and a Teacher and has close links with the Community Rehabilitation Team. The position may

work within a rotation program across the wider RACC OT team. The successful applicant will have support from a very experienced team of clinicians, as well as direct clinical supervision from the Health Professional Officer 4 Occupational Therapist.

Eligibility/Other Requirements: Recognised Occupational Therapy Degree or Diploma. Current Australian Health Practitioner Regulation Agency Registration and current driver's licence.

Notes: This is a permanent part-time position at three days a week. This position(s) may be required to participate in overtime, on call, and/or rotation roster. This duty statement outlines a range of possible duties that staff are expected to perform at this level. The emphasis placed on each duty will vary according to the requirements of each position.

Applicants are strongly encouraged to contact the contact officer to discuss the position.

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

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

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Contact Officer: Tegan Reid (02) 6244 3286 or 0408 695 174 tegan.reid@act.gov.au

**Canberra Hospital and Health Services
Rehabilitation Aged and Community Care
Client Support Service
Clinical Personal Assistant**

Administrative Services Officer Class 4 \$62,802 - \$68,002, From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$63,744 - \$69,022, Canberra (PN: 11483)

Gazetted: 01 October 2015

Closing Date: 8 October 2015

Details: Applications are sought from suitable applicants to fill the position of Administration and PA support to the Directors of Geriatric and Rehabilitation Medicine, Allied Health and Nursing within the division of Rehabilitation, Aged and Community Care (RACC). The successful applicant will be required to provide administration and PA support to four Directors within RACC. This will include assessing incoming correspondence, screening calls and managing electronic diaries. This position will also require the applicant to arrange travel and prepare papers for conferences and meetings. The applicant will be required to build and maintain professional relationships, work effectively both as a team member and as an individual, be enthusiastic, able to demonstrate the ability to prioritise workloads and meet deadlines and support the administration team when necessary. The applicant will also need to demonstrate a commitment to high quality customer service. Other duties required of the successful applicant will include answering telephone enquiries, resolving customer complaints and providing assistance to Clinical and other staff within RACC.

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

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

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Contact Officer: Rachael Naumovski (02) 6244 2767

Canberra Hospital and Health Services

Clinical Support Services

Medical Physics and Radiation

Medical Physics Registrar - Diagnostic Imaging

Medical Physics Registrar \$61,530 - \$82,418, Canberra (PN: 24890)

Gazetted: 01 October 2015

Closing Date: 8 October 2015

Details: We are seeking a suitably qualified registrar intending to train as a Medical Physics Specialist under the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM) Training Education and Assessment Program (TEAP). This position is reserved for those intending to specialise in Diagnostic Imaging Medical Physics (Nuclear Medicine and Radiology). This is a great opportunity to work with a dynamic professional team in Canberra where the quality of life is superior to many other cities in the world. The successful applicant will join the Medical Physics and Radiation Engineering (MPRE) unit based at the Canberra Hospital, which currently consists of twenty staff. This unit is integral in providing clinical, scientific and support services to the Health Directorate including the divisions for medical imaging, cancer care, research, dental services and BreastScreen ACT. The Canberra Hospital is the single tertiary teaching hospital for the Australian Capital Territory and surrounding NSW region serving a population of 600,000. It is a modern 500-bed hospital providing most major medical and surgical sub-specialty services which is planned to grow to a 1,000-bed hospital as part of the Health Infrastructure Program (HIP). The hospital is the major teaching hospital for the Medical School of the Australian National University. The Medical Physics and Radiation Engineering unit also has strong links with both the University of Sydney and Wollongong University and collaborates on research and development projects with the University of Sydney, Wollongong University and the ANU. The Canberra Hospital provides comprehensive medical imaging services including three Siemens MRI (one neurosurgical), one Philips PET/CT, two angiography suites, SPECT/CT, three gamma cameras, two CTs, general x-ray and sonography. The cancer care service in ACT Health has four Varian linear accelerators, two large bore CT simulators, HDR, LDR, SXRT and the Pinnacle and Oncentra treatment planning systems. Research laboratories, two cardiac catheter laboratories and two therapy iodine rooms are also on campus. Medical Physics and Radiation Engineering is an accredited clinical site for Medical Physics Registrars training in Radiation Oncology and Diagnostic Imaging. The multidisciplinary environment of nuclear medicine, radiology and radiation oncology and the future growth in ACT Health makes Medical Physics and Radiation Engineering a very attractive place to work as a Medical Physicist. ACT Health actively encourages and financially supports ongoing education and training.

Eligibility/Other Requirements: Medical Physics Registrar means a person who is enrolled in the ACPSEM TEAP and receiving training towards gaining ACPSEM certification in a designated specialty of medical physics. A degree in Science or higher degree majoring in Physics recognised by the Australian Institute of Physics is required. The candidate is required to be accepted into the post-graduate medical physics degree at an ACPSEM accredited university (or have ACPSEM exemption from this requirement).

Notes: This is a temporary vacancy for a period of up to five years. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

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

Canberra Hospital and Health Services

Medicine

Client Support Services

Exercise Physiologists

Health Professional Level 2 \$58,212 - \$79,912 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$59,085 to \$81,111, Canberra (PN: 13993, several)

Gazetted: 01 October 2015

Closing Date: 8 October 2015

Details: The Exercise Physiology Department is looking for enthusiastic and suitably qualified Exercise Physiologists to join a dynamic team. The Exercise Physiology Department specialises in the provision of clinical exercise prescription and health promotion for individuals with chronic disease and/or injury. The Department provides land based gymnasium and hydrotherapy exercise programs and education to assist patients in the self management of their condition. The Department also provides support to the Cardiac Rehabilitation Program and Heart Failure Rehabilitation Course.

Eligibility/Other Requirements: The successful applicant will require a Degree in Exercise Physiology or equivalent from a recognised tertiary institution and hold current accreditation with Exercise and Sports Science Australia (ESSA). Current driver's licence.

Notes: There are two positions within the Exercise Physiology Department, PN13993 is a permanent full-time position and PN11940 is a permanent part-time (0.5FTE) position with the possibility of increased hours on a temporary basis. A merit list will be created from this process to fill future permanent and temporary full-time or part-time positions which occur within the next 12 months. This position(s) may be required to participate in overtime, on call, and/or rotation roster. This duty statement outlines a range of possible duties that staff are expected to perform at this level. The emphasis placed on each duty will vary according to the requirements of each position.

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

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Contact Officer: Tarryn Mair (02) 6244 3616

Population Health

Health Protection Service

ACT Government Analytical Lab

Microbiologist

Health Professional Level 2 \$58,212 - \$79,912 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$59,085 - \$81,111, Canberra (PN: 26166)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: The Health Protection Service is looking for an appropriately skilled officer to fulfil the role of a Public Health Microbiologist, to work in a small team responsible for the testing of food and environmental water samples in the ACT. We are seeking a highly motivated person to perform routine and investigative microbiological examinations of waters, food samples and in the broader field of microbiology. You may also be required to prepare, sterilise and or standardise chemicals, solutions and media. The successful applicant will need to have demonstrated conceptual and analytical skills particularly in microbiology.

Eligibility/Other Requirements: Relevant tertiary qualifications in Science.

Bachelor Degree or equivalent qualification, with postgraduate experience within microbiology in a public health environment.

Note: This is a temporary position available to the 3 October 2016 with the possibility of extension. To complete your application you must prepare responses to the Selection Criteria and curriculum vitae as documents to be uploaded. Selection will be based on interview, application and referees reports. Short listed applicants must bring completed referees reports at interview. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits. ACT Government employees enjoy excellent employment conditions. More Information is available at: <http://health.act.gov.au/employment/enterprise-agreements/>. Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Radomir Krsteski (02) 6205 8707

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Alcohol and Drug Program

Administration Officer

Administrative Services Officer Class 2 \$49,927 - \$55,130 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$50,676 - \$55,957, Canberra (PN: 20237)

Gazetted: 01 October 2015

Closing Date: 8 October 2015

Details: Applications are sought from suitable applicants for a permanent Administration Officer position within the Alcohol and Drug Service. The successful applicant would work within a small team and be the first point of contact for all clients accessing services within the Alcohol and Drug Service. The position may be required to work over two

different sites. A provision of high quality customer service to clients and stakeholders who contact our service and the ability to prioritise workloads is required.

Eligibility/Other Requirements: Certificate and/or experience in Alcohol and Drug service environment is desirable but not essential.

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

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Contact Officer: Cathy Haycock (02) 6174 7967

Mental Health, Justice Health and Alcohol and Drug Services

Justice Health Services

Secure Mental Health Unit

Team Leader

Registered Nurse Level 4.2 \$115,404 From 1 October 2015 the salary for this vacancy will increase by 1.5% to \$117,136, Canberra (PN: 36084)

Gazetted: 01 October 2015

Closing Date: 15 October 2015

Details: Imagine walking through the door of a brand new building, knowing that you and your team will be the first to work in this state-of-the-art facility. The first to set the template of how the place will run. The first to build a team environment of collaboration, professionalism and dedication. Imagine working with like minded colleagues who are passionate and committed to the difference they can make all day, every day. Imagine working for an organisation that values and demonstrates best practice, who offer recognition and awards. Well, imagine no more!

We are excited to be opening an exceptional new Secure Mental Health Unit in Canberra. Located in a scenic and calming setting in South Canberra and operating within an innovative and modern model of care, the new Secure Mental Health Unit is designed to ensure the best outcomes for our clients.

The Secure Mental Health Unit, opening in late 2016, will provide people with access to inpatient mental health services. It is a first for Canberra and will be based on a therapeutic and recovery-based approach. We are looking to recruit to a key position, the Team Leader (RN 4.2). We are looking for someone who believes: That the client's needs are our priority; That collaboration and teamwork is key to success; In keeping up to date with modern day practice and ideology; In flexibility and adaptability; In compassion and seeing the clients journey; In person-centred practice. We offer competitive salaries, great access to professional development and enviable opportunities for career advancement.

Eligibility/Other Requirements: Essential: Registration with the National Nursing and Midwifery Board through the Australian Health Practitioner Regulation Agency (AHPRA); Minimum 12 months leadership/management experience. Desirable: Relevant post graduate qualifications in Mental Health or Forensic Mental Health; Previous management experience within a mental health or drug and alcohol treatment setting; Holds or is working towards post graduate Management qualifications; A current driver's licence.

Notes: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and to undertake a National Police History check.

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Contact Officer: Jon Ord (02) 6205 5030 jon.ord@act.gov.au

Justice and Community Safety

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

Emergency Services Agency

ESA Training

Training Administration Officer

Administrative Services Officer Class 3 \$56,568 - \$60,880 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$57,417 - \$61,793, Canberra (PN: 03814)

Gazetted: 29 September 2015

Closing Date: 6 October 2015

Details: The Training Administration Officer provides a range of training support activities to the Unit, including assisting with the coordination and scheduling of training courses, responding to general enquiries and undertaking less complex research. This position is also responsible for maintaining files and records (computerised and manual) in accordance with Registered Training Organisation requirements.

Note: This position is temporary from 15 October 2015 to 23 June 2016 with the possibility of extension.

Contact Officer: Julie Nolan (02) 6207 0790 julie.nolan@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**

Infrastructure Roads and Public Transport

Roads ACT

Capital Metro Liaison

Infrastructure Officer 4 \$112,439 - \$127,748 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$114,126 - \$129,664, Canberra (PN: 36112)

Gazetted: 24 September 2015

Closing Date: 15 October 2015

Details: Roads ACT, Traffic Management and Safety are seeking a suitable candidate to assist with the liaison between Territory and Municipal Services (TAMS) and Capital Metro Agency in relation to the integration of the ACT's first light rail system. The successful candidate will have and knowledge of and experience in management and control of traffic signals and will integrate easily into a small and effective team.

Eligibility/Other Requirements: Tertiary qualifications in an appropriate discipline, membership of a professional institution and/or relevant experience.

Contact Officer: Tony Gill (02) 6207 6588 tony.gill@act.gov.au

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

**Infrastructure, Roads and Public Transport
Asset Information and Management Services
Asset Information Group
Spatial Technical Officer**

Technical Officer Level 3 \$65,150 - \$73,627 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$66,127 - \$74,731, Canberra (PN: 15599)

Gazetted: 24 September 2015

Closing Date: 8 October 2015

Details: Asset Information and Management Services are seeking applications from individuals to fill the role of Spatial Technical Officer. The Spatial Infrastructure Team delivers high quality services, systems and advice to support the Directorate in achieving its policy and program outcomes and deliverables. The position is a subject matter specialist responsible for solution delivery of the integration of spatial and related information. Major clients include Roads ACT; Parks and Territory Services; Finance; Roads and Public Transport; Heritage and ACT NoWaste. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal and Torres Strait Islander background and/or people with a disability to apply.

Eligibility/Other Requirements: Experience in the use of ESRI Geographic Information Systems and Safe software in particular FME and or Tertiary qualifications in government, business, project management or a related field, and or suitable experience in a related field.

Note: This is a temporary position available until 4 April 2016.

Contact Officer: Chris Comer (02) 6207 6557 chris.comer@act.gov.au

**Parks and Territory Services
Yarralumla Nursery
Apprentice Horticulturist (Nursery Stream)**

Apprentices \$20,816 - \$45,307 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$21,128 – \$45,987, Canberra (PN: 49876)

Gazetted: 24 September 2015

Closing Date: 21 October 2015

Details: Yarralumla Nursery is the largest wholesale nursery in the southern tablelands and sells high quality, competitively priced plants to landscape, wholesale and retail industries; Landcare groups; and local, state governments as well as the Australian Government. The Nursery propagates and grows cool climate plants from its own plant stock and seed bank including local, rare and endangered species. We are seeking an apprentice who is passionate about working with and growing plants.

Eligibility/Other Requirements: Current drivers licence and the ability to undertake physical outdoors work.

Notes: This is a temporary position available for a period of four years.

Contact Officer: Chris Ware (02) 6205 3334 chris.ware@act.gov.au

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

Parks and Territory Services

City Services

Place Management

Horticulture Apprentice

Apprentices \$20,816 - \$45,307 From 8 October 2015 the salary for this vacancy will increase by 1.5% to \$21,128 – \$45,987, Canberra (PN: 46019, several)

Gazetted: 24 September 2015

Closing Date: 21 October 2015

Details: Parks and Territory Services are seeking applicants interested in undertaking a Horticulture apprenticeship. Successful applicants will need to demonstrate an ongoing interest and aptitude in Horticulture, and be prepared to undertake and complete study and training as required.

Eligibility/Other Requirements: Minimum qualification for apprenticeships: Year 10 or equivalent with passes in English, Mathematics and Science. Successful applicants will need to have the ability to attend CIT and be prepared to undertake and complete study, on the job training and rotation for a period of four years.

Notes: These are temporary employment opportunities, permanent employment may be offered if funded positions are available to be filled.

Contact Officer: Andrew Forster (02) 6207 7300 or 0438 357 443 andrew.forster@act.gov.au

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

APPOINTMENTS

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 5 \$69,797 - \$73,881

Angeline Kelly 830-81095, Section 68(1), 28 September 2015

Senior Officer Grade B \$111,478 - \$125,497

Domagoj-Stanko Kraljevic 846-91047, Section 68(1), 28 September 2015

General Service Officer Level 8 \$60,476 - \$63,903

Stewart Andrew Norenbergs 836-10161, Section 68(1), 25 September 2015

General Service Officer Level 8 \$60,476 - \$63,903

Jake Andrew Christian Sanderson 836-10153, Section 68(1), 25 September 2015

Health

Registered Nurse Level 1 \$60,772 - \$81,180

Helen Braun 846-93114, Section 68(1), 12 October 2015

Registered Nurse Level 1 \$60,772 - \$81,180

Medardo Comonal 846-91792, Section 68(1), 19 October 2015

Health Professional Level 1 \$54,591 - \$69,555

Markus Frohlich 846-91995, Section 68(1), 21 September 2015

Registered Nurse Level 1 \$60,772 - \$81,180

Teenu George 834-45338, Section 68(1), 1 October 2015

Administrative Services Officer Class 6 \$75,209 - \$86,075

Suzanne Jurgensen 845-19343, Section 68(1), 28 September 2015

Registered Nurse Level 1 \$60,772 - \$81,180

Vivian Koshy Thomas 834-45354, Section 68(1), 1 October 2015

Health Professional Level 3 \$82,212 - \$86,626 (up to \$90,923 on achieving a personal upgrade)

Louise Jane Nelson 846-92744, Section 68(1), 6 October 2015

Administrative Services Officer Class 4 \$62,802 - \$68,002

Ida Raco 840-51218, Section 68(1), 21 September 2015

Registered Nurse Level 1 \$60,772 - \$81,180

Jobin Thekkedathu 834-45071, Section 68(1), 24 September 2015

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

Richard Young 844-33822, Section 68(1), 1 October 2015

Territory and Municipal Services

Bus Operator - Training \$62,383

Dale Baron 846-92621, Section 68(1), 25 September 2015

Bus Operator - Training \$62,383

Reece Black 846-92672, Section 68(1), 25 September 2015

Bus Operator - Training \$62,383

Darbari Kalra 846-92613, Section 68(1), 25 September 2015

Bus Operator - Training \$62,383

Daniel McDermott 846-92605, Section 68(1), 25 September 2015

Bus Operator - Training \$62,383

Susan McKenzie 846-92728, Section 68(1), 25 September 2015

Bus Operator - Training \$62,383

Harwinder Singh 846-92699, Section 68(1), 25 September 2015

PROMOTIONS

ACT Auditor General's Office

Financial Audit

Li Lin: 797-70218

From: Audit Band 1 \$47,879 - \$91,129

ACT Audit Office

To: Audit Band 1 \$47,879 - \$91,129

ACT Auditor General's Office, Canberra (PN. 42814) (Gazetted 12 November 2014)

Chief Minister, Treasury and Economic Development

Arts, Business, Events, Sport and Tourism

Sport and Recreation Services

Executive Support

Samantha McAskill: 787-13625

From: Administrative Services Officer Class 6 \$75,209 - \$86,075

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$94,653 - \$101,888

Chief Minister, Treasury and Economic Development, Canberra (PN. 36047) (Gazetted 24 August 2015)

Business Services

Strategic Finance

Jade Rochelle O'Halloran: 835-87061

From: Administrative Services Officer Class 3 \$56,568 - \$60,880

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4 \$62,802 - \$68,002

Chief Minister, Treasury and Economic Development, Canberra (PN. 13236) (Gazetted 31 July 2015)

Community Services

Disability ACT

Child Development Service

Elise Jordaan: 777-84691

From: Health Professional Level 4 \$94,653 - \$101,888

Community Services

To: †Senior Officer Grade A \$129,470

Community Services, Canberra (PN. 36086) (Gazetted 25 August 2015)

Housing and Community Services

Housing ACT

Social Housing and Homelessness Services

Nicola Vaughan: 835-98780

From: Administrative Services Officer Class 6 \$75,209 - \$86,075

Community Services

To: †Senior Officer Grade C \$94,653 - \$101,888

Community Services, Canberra (PN. 29608) (Gazetted 29 July 2015)

Health

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Mental Health Director of Nursing

Diane Coxon: 786-46426

From: Registered Nurse Level 1 \$60,772 - \$81,180

Health

To: †Registered Nurse Level 3.1 \$96,756 - \$100,737

Health, Canberra (PN. 22810) (Gazetted 23 July 2015)

Canberra Hospital and Health Services
Mental Health, Justice Health, Alcohol and Drug Services
Adult Community and Older Persons
Sonney Morrison: 820-99576

From: Registered Nurse Level 3.1 \$96,756 - \$100,737
Health

To: †Health Professional Level 4 \$94,653 - \$101,888
Health, Canberra (PN. 11684) (Gazetted 20 August 2015)

Canberra Hospital and Health Services
Mental Health, Justice Health, Alcohol and Drug Services
Business Support Mental Health
Dannielle Nagle: 825-47009

From: Health Professional Level 4 \$94,653 - \$101,888
Health

To: †Senior Officer Grade A \$129,470
Health, Canberra (PN. 25981) (Gazetted 20 August 2015)

Territory and Municipal Services

Parks and Territory Services
Parks and Conservation Service
Urban Reserves

Clare McInnes: 836-02102

From: Technical Officer Level 4 \$75,209 - \$86,075
Territory and Municipal Services

To: †Senior Officer Grade C \$94,653 - \$101,888
Territory and Municipal Services, Canberra (PN. 34862) (Gazetted 29 July 2015)

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

Corporate and Business Enterprises
Capital Linen Service

Mary Pauline McKie: 609-24117

From: Capital Linen Service Band 7 \$76,257 - \$86,075
Territory and Municipal Services

To: †Capital Linen Service Band 8 \$94,653 - \$101,888
Territory and Municipal Services, Canberra (PN. 35654) (Gazetted 6 July 2015)

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

Parks and Territory Services
Yarralumla Nursery
Sales Team

Jenny Catherine Newman: 817-78757

From: General Service Officer Level 5/6 \$49,180 - \$54,124
Territory and Municipal Services

To: †General Service Officer Level 7 \$55,806 - \$58,933
Territory and Municipal Services, Canberra (PN. 18416) (Gazetted 25 May 2015)

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