



## **ACT Government Gazette**

**Gazetted Notices for the week beginning 16 February 2012**

## **Justice and Community Safety**

### **Variation – Transfer**

Lana Junakovic - Director, People and Workplace Strategy (E635) Section 80A(1)(a) of the Public Sector Management Act 1994

### **Variation – Assignment**

Lana Junakovic – Director, People and Workplace Strategy (E689) performing other duties. Section 80A(1)(b) of the Public Sector Management Act 1994

## **Treasury**

### **Contract Cessation**

Roger Broughton – Executive Director, Investment and Economics (E391) – 10 February 2012

## **VACANCIES**

### **ACT Auditor General's Office**

**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)**

#### **Performance Audit and Corporate Services**

##### **Performance Audits**

##### **Financial Audit**

##### **Auditors (including graduates) and Senior Auditors**

##### **Auditor Band 1 \$50,000 - \$81,862, Canberra (PN: 10748, several)**

Gazetted: 22 February 2012

Closing Date: 6 March 2012

The Auditor-General's Office provides interesting and challenging work and offers a range of flexible working conditions to balance each individual's circumstances with the needs of the organisation. The Office supports staff by providing learning and development opportunities. We need people with: good communication and interpersonal skills; the ability to objectively analyse issues and evaluate evidence; the ability to write sound reports that can withstand public scrutiny; and the highest levels of personal integrity. Depending on your skills and experience, the following positions are available: Auditor (including recent graduates) \$50,000 to \$63,415 (plus superannuation) and Senior Auditor \$66,873 to \$81,862 (plus superannuation). Auditors are responsible for financial audit assignments including assisting in planning, managing, conducting and reporting financial audits of ACT Public Sector entities. Senior Auditors are responsible for client relationship management and the provision of professional and technical advice on a range of audit issues.

Eligibility/Other Requirements: Relevant tertiary qualifications are highly desirable. These positions are security assessed at the Baseline clearance level.

Note: These positions are temporary, available from 1 April 2012 until 31 March 2013. However the position(s) may be filled on a permanent basis. Salary will be based on qualifications, skills and experience of the successful applicant(s). Shortlisted applicants will be asked to provide two written referee reports.

Contact Officer: Mr Andrew Webber (02) 6205 3069 [andrew.webber@act.gov.au](mailto:andrew.webber@act.gov.au)

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

#### **Corporate Services**

##### **Finance**

##### **Finance**

##### **Accountant**

##### **Administrative Services Officer Level 6 \$68, 515 - \$78, 505, Canberra (PN: 8530)**

Gazetted: 20 February 2012

Closing Date: 5 March 2012

Calvary Health Care ACT Finance Department is seeking applications for the position of Accountant. This temporary position is to cover Maternity Leave for a period of 12 months. The successful applicant will possess: Demonstrated experience in the maintenance of general ledger systems to Financial Statement stage, including account reconciliations; Demonstrated experience in working with a multi-ledger Financial System; Strong Excel/Access skills; A demonstrated ability to set priorities and meet deadlines. Relevant Accounting qualifications desirable. To apply for the above position, for full selection criteria, please visit our website [www.calvary-act.com.au](http://www.calvary-act.com.au)

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: Lisabeth Carney (02) 6201 6869 [lisabeth.carney@calvary-act.com.au](mailto:lisabeth.carney@calvary-act.com.au)  
Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

**Allied Health  
Ambulatory Care  
Specialty Clinics**

**Administrative Services Officer Level 3 \$51,032 - \$55,076, Canberra (PN: 8552)**

Gazetted: 22 February 2012

Closing Date: 29 February 2012

The Medical and Surgical Speciality Clinic team is seeking a highly organised, personable and motivated team member. Duties will include provision of clerical support to the Medical Specialist attached to Australian National University Medical School at Calvary Health Care ACT. The successful applicant will need to have proven ability in the provision of high level administrative support in a hospital or medical environment. Well developed interpersonal, written and oral communication skills, including the ability to liaise, consult and negotiate in particular with the Medical Specialist, patients, internal and external stakeholders, is highly desirable.

Eligibility/Other Requirements: Selection Criteria

Contact Officer: Anne Maree Jolly (02) 6201 6968 [annemaree.jolly@calvary-act.com.au](mailto:annemaree.jolly@calvary-act.com.au)

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

**Nursing and Midwifery  
Nursing and Midwifery**

**Medical Services  
Medical Nurse Unit Manager**

**Registered Nurse Level 4 Grade 3 \$112, 027, Canberra (PN: 7592)**

Gazetted: 21 February 2012

Closing Date: 13 March 2012

Calvary Health Care ACT is seeking applications for the vacancy of Medical Nurse Unit Manager - Registered Nurse Level 4.3 This permanent full time position provides leadership and is responsible for the coordination of total patient care activities within Aged Care and rehabilitation Services, Ward 5E, Ward 5W and Zita Mary Clinic. The successful applicant will have a strong foundation in clinical practice, excellent people skills, commendable negotiating capabilities and be able to implement sound fiscal strategies. To apply for this position, view full selection criteria or for further information about Calvary Health Care ACT - Please visit our website [www.calvary-act.com.au](http://www.calvary-act.com.au). All applications must address the selection criteria.

Eligibility/Other Requirements: Selection Criteria.

Contact Officer: Pauline Green (02) 6201 6160 [pauline.green@calvary-act.com.au](mailto:pauline.green@calvary-act.com.au)

Applications can be forwarded to: [recruitment@calvary-act.com.au](mailto:recruitment@calvary-act.com.au)

**Canberra Institute of Technology**

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

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

**CIT Executive Team**

**Education Services**

**Deputy Chief Executive, Education Services**

**Executive Level 1.3 \$195,141 to \$206,068 depending on current superannuation arrangements, Canberra (PN: E00522)**

Gazetted: 17 February 2012

Closing Date: 16 March 2012

The Canberra Institute of Technology (CIT) is the ACT and region's leading Vocational Education and Training (VET) organisation offering a diverse range of programs including qualifications at Certificate through to Degree. The Deputy Chief Executive, Education Services, reports to the Chief Executive. The position provides strategic leadership on academic matters and is responsible for educational quality and innovation across the Institute. The position Chairs the CIT Academic Board which is the Institute's primary source of advice on academic philosophy, policies, programs and educational ethical and intersectorial issues. The Deputy Chief Executive, Education Services, is responsible for ensuring the Institute priorities in quality education and training are achieved. The Deputy Chief Executive also has a collective strategic responsibility as part of the Executive of the Institute; for the overall success of the Institute.

Note: This is an ACT Government Executive position and will be offered as a performance-based contract for a period of 5 years.

Contact Officer: Adrian Marron (02) 6207 3107 [adrian.marron@cit.edu.au](mailto:adrian.marron@cit.edu.au)

**CIT Executive Team**

**Education Services**

**Education Manager - Education Services**

**Teacher Band 2 \$97,504, Canberra (PN: 51898)**

Gazetted: 20 February 2012

Closing Date: 27 February 2012

Education Services plays an across Institute role in leading key aspects of CIT's internal and external relationships, in particular the position coordinates CIT's relationship with schools, represents CIT on external education committees and provides project management support.

Eligibility/Other Requirements: Degree or Diploma in Education, or equivalent studies. Experience relevant to the position.

Three (3) years experience in CIT or similar educational environment.

Note: This is a temporary part-time position at 18 hours 38 minutes per week available from March 2012 to 30 June 2012 with the possibility of extension to 31 December 2012.

Contact Officer: Jenny Dodd 62074955 jenny.dodd@cit.edu.au

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

### **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)**

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

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

##### **Quality Assurance Officer**

**Health Professional Level 4 \$86,750 - \$93,535, Canberra (PN: 07483)**

Gazetted: 20 February 2012

Closing Date: 5 March 2012

The occupant will be responsible for ensuring quality assurance processes are met within a legislative compliance framework. The position is responsible for providing leadership and supervision through the Practice Support Unit in the development and review of practice improvement, policy and projects.

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

Contact Officer: Austin Kenney (02) 6205 2898 [austin.kenney@act.gov.au](mailto:austin.kenney@act.gov.au)

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

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

##### **Kinship Care Support Workers**

**Health Professional Level 4 \$86,750 - \$93,535, Canberra (PN: 16568)**

Gazetted: 21 February 2012

Closing Date: 13 March 2012

The role is responsible for managing a team of workers providing case management and other supports to Kinship Carers 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 in Social Work, Psychology, Social Welfare, Social Science or related discipline. Applicants for the position will have at least five (5) years' experience working with children, youth and/or families in a senior social work/case management role. Current driver's licence.

Contact Officer: Brian Mupangure (02) 6205 2898 [brian.mupangure@act.gov.au](mailto:brian.mupangure@act.gov.au)

#### **Governance, Advocacy and Community Policy**

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

##### **Organisational Governance**

##### **Cabinet Liaison Officer**

**Senior Officer Grade C \$86,750 - \$93,535, Canberra (PN: 55630)**

Gazetted: 20 February 2012

Closing Date: 27 February 2012

This position is responsible for coordinating the confidential management of Cabinet documents throughout the Directorate, including the preparation of the Directorate's comments on Cabinet papers. Monitoring, preparation of briefs and provision of advice in relation to Cabinet matters and preparation of the Cabinet forecasts are critical duties of the position.

Eligibility/Other Requirements: Sound knowledge of the Cabinet and Assembly processes would be an advantage.

Contact Officer: Tracy Chester (02) 6205 0469 [tracy.chester@act.gov.au](mailto:tracy.chester@act.gov.au)

#### **Child, Youth and Family Support**

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

##### **Community Based Care and Protection Worker**

**Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade), Canberra (PN: 10167, several)**

Gazetted: 20 February 2012

Closing Date: 5 March 2012

The role of the Community Based Care and Protection Worker (CCPW) is to engage with families in accordance with the objectives and statutory responsibilities of the *Children and Young People Act 2008*. The CCPW will be responsible for the provision of culturally appropriate casework, intervention and referral services to children and families using a range of techniques and maintain accurate case records consistent with case management requirements. The position will also involve group work with vulnerable families in accordance with identified needs.

Eligibility/Other Requirements: Relevant tertiary qualifications in Social Work, Psychology, Social Welfare, Social Science or related discipline. Applicants for these positions will have at least two (2) years' experience working with children, youth and/or families in a social work/case management role. Current driver's licence. Child protection experience in the ACT would be highly desirable.

Note: This is a temporary position available for a period of three (3) years.

Contact Officer: Vicki Jelfs (02) 6207 6956 [vicki.jelfs@act.gov.au](mailto:vicki.jelfs@act.gov.au)

**Governance, Advocacy and Community Policy  
Policy and Organisational Services  
Organisational Governance**

**Organisational Accountability Officer**

**Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 09300)**

Gazetted: 20 February 2012

Closing Date: 27 February 2012

The position will be required to undertake research and liaison for high-level coordinated responses on behalf of the Directorate, and initiating action to ensure timely responses for information. In addition, the position involves undertaking research tasks, preparation of complex correspondence, briefings for the relevant portfolio Minister's and other projects to support the work of the Organisational Governance Unit. The position will manage a range of administrative duties, undertake Secretariat work for high-level Directorate meetings as required and monitor the Directorate's implementation of commitments. The position is responsible to the Manager, Organisational Governance and will have significant contact with the Directorate's officers, requiring a high degree of sensitivity and confidentiality, as well as a highly responsive approach in responding to tight deadlines.

Contact Officer: Nathan Costigan (02) 6205 0457 nathan.costigan@act.gov.au

**Governance, Advocacy and Community Policy  
Policy and Organisational Services  
Organisational Governance**

**Freedom of Information and Special Projects Officer**

**Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 22620)**

Gazetted: 22 February 2012

Closing Date: 29 February 2012

The position is responsible for the coordination and collation of Freedom of Information matters and the facilitation of quality and timely decisions. The position will also be required to assist and take on complex special projects. The position occupant will require knowledge of, and the ability to interpret, policy and legislation in regard to Freedom of Information, Children and Young People, Human Rights and Privacy legislation, and will possess high-level organisational skills, with a flexibility to meet tight deadlines and change roles as required.

Contact Officer: Margaret Puniard (02) 6205 0274 margaret.puniard@act.gov.au

**Disability ACT**

**Business Support Unit  
Systems and Information**

**Data Coordinator**

**Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 19016)**

Gazetted: 17 February 2012

Closing Date: 2 March 2012

This position, under guidance, will be responsible for the collection and management of data relating to the Disability Services National Minimum Data Set (NMDS) including analysis and cleansing of data to enable the production of accurate and informative reports and information in relation to Disability ACT. The position occupant will be required to establish and maintain effective partnerships with the service delivery sector and provide information and user support to the agencies encountering difficulties with the collection of data.

Eligibility/Other Requirements: Proven high level competency in a variety of computer applications including sound knowledge of data analysis in Microsoft Excel. Experience with statistical software such as STATA, SPSS or SAS will be highly regarded.

Note: Please note that selection may be based on application and referee reports only.

Contact Officer: Norman Fraser (02) 6207 1618 norman.fraser@act.gov.au

**Housing and Community Services**

**Housing ACT**

**Tenancy Operations**

**Housing Manager**

**Administrative Services Officer Class 5 \$63,440 - \$67,269, Canberra (PN: 17165, several)**

Gazetted: 20 February 2012

Closing Date: 13 March 2012

These positions are part of a regional tenancy team. The Housing Manager is responsible for tenancy management across a portfolio of properties and for providing advice and support to public housing tenants to assist them to maintain their tenancy. The role involves managing a range of tenancy related matters, working as part of a team and individually to meet team, organisational and individual goals, and working in partnership with clients and the community. The successful applicants will provide high quality client service, enjoy working with a diverse client group, be self motivated and well organised.

Eligibility/Other Requirements: A current driver's licence is essential. Experience in using a range of IT business and office applications.

Contact Officer: Paul Bink (02) 6207 1393 paul.bink@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.

**Cultural Facilities Corporation**

**ACT Museums and Galleries**

**Historic Places**

**Assistant Director Historic Places**

**Senior Officer Grade C \$83,816 - \$90,372, Canberra (PN: 9002)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

The position requires someone to: Coordinate, supervise and conduct the delivery of management strategies for the three Historic Places and report as required to the Director, ACT Museums and Galleries; Manage Historic Places ground staff, administrative staff, museum assistants and housekeepers; Manage the Budget for Historic Places; Manage the retail, venue hire and retail concessions at Historic Places; Contribute to the planning, development and coordination of programs (including joint programs) across ACT Historic Places and Canberra Museum and Gallery, and prepare, or oversee the preparation of relevant Ministerial representations, correspondence and other briefing material; Represent the Cultural Facilities Corporation and provide professional services as required.

Eligibility/Other Requirements: Current driver's licence essential. This position involves occasional out-of-hours work.

Note: Applications must address the selection criteria. 6 month temporary contract with the possibility of extension.

Contact Officer: Shane Breynard (02) 6207 2694 shane.breynard@act.gov.au

Applications can be forwarded to: (Trudy Collins, HR Adviser, PO Box 939 Civic Square, ACT 2608 or email trudy.collins@act.gov.au)

**ACT Museums & Galleries**

**Visitor Services, Education and Community Programs**

**Education and Community Programs Officer**

**Professional Officer 1 \$53,214-\$64,994, Canberra (PN: 8510)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

ACT Museums and Galleries comprise four sites - Canberra Museum and Gallery (CMAG), Lanyon Homestead, Calthorpes' House and Mugga-Mugga. The Visitor Services, Education and Community Programs team is responsible for delivering programs and services to a range of audiences across these sites. ACT Museums and Galleries is seeking an Education and Community Programs Officer to work as part of this team developing and delivering programs inspired by the CMAG collection and exhibitions. The successful applicant will have demonstrated experience in providing learning experiences to a range of school groups and experience in the delivery of community programs within a museum/gallery context, and a particular interest in facilitating learning experiences for preschool-aged audiences, who form the bulk of CMAG's education visitors. A demonstrated ability to manage competing tasks and work to deadlines is essential.

Note: This position involves physical activity, some lifting and occasional out-of-hours work.

Eligibility/Other Requirements: Qualifications in teaching and a degree or diploma specialising in visual arts are essential, as is a current ACT Driver's Licence. This position involves physical activity, some lifting and occasional out-of-hours work. Note: Applications must address the selection criteria. 3 month temporary contract (part time 3 days per week) with the possibility of an extension.

Contact Officer: Sophie Chessell (02) 6207 9130 sophie.chessell@act.gov.au

Applications can be forwarded to: (Trudy Collins, HR Adviser, PO Box 939 Civic Square, ACT 2608 or email trudy.collins@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**

**Marketing**

**Campaign Marketing Officer**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 55429)**

Gazetted: 17 February 2012

Closing Date: 6 March 2012

Australian Capital Tourism leads the ACT and capital region tourism industry to create and implement a range of marketing campaigns that increase the economic return from domestic and international visitation. The role of the Marketing Unit is to increase awareness of ACT destination products and experiences and stimulate visitation from target markets. The Campaign Marketing Officer is responsible for assisting in the coordination and delivery of tourism marketing campaigns including advertising, public relations, online, publishing and promotional activities. This position also works closely with internal stakeholders across the organisation to encourage cooperative industry participation in marketing campaigns.

Eligibility/Other Requirements: Tertiary qualifications in marketing, communications, tourism or a related discipline.

Note: This is a temporary position available from the 2 April 2012 until 2 April 2013.

Contact Officer: Kelly Ryan (02) 6205 6001 kelly.ryan@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)**

**Learning, Teaching and Student Engagement**

**Transitions, Careers and Vocational Learning**

**Work Experience Administrator**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 07203)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

The Transitions, Careers and Vocational Learning section is seeking an enthusiastic applicant to join the Learning, Teaching and Student Engagement Division in the ACT Education and Training Directorate. The successful applicant will be required to administer the Work Experience Program for ACT public schools. Duties include ensuring compliance with legislation; Providing support to schools, teachers, employers, parents and the wider community in relation to the Work Experience Program Guidelines 'Experience Counts'; Training new Work Experience Coordinators in schools and office relief staff in work experience procedures and system requirements and providing support for them. The position also involves maintaining the Work Experience database and producing statistical reports, meeting the requirements of Work Experience Policy and Guidelines for unions, schools and employers, record keeping and updating existing records. Experience with the Work Experience database is preferred.

Eligibility/Other Requirements: Knowledge of Workplace Safety, Health and Welfare legislation and the *Children and Young People Act 2008* is desirable.

Note: This is a temporary position available until 28/02/2013.

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

**Office for Schools  
South/Weston Network  
Telopea Park School  
Youth Support Worker**

**School Assistant 4 \$52,236 - \$56,715, Canberra (PN: 28606)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

An exciting opportunity exists to join the collaborative educational team at Telopea Park School. The successful applicant will be required to develop, implement and manage programs appropriate for young adolescents aimed at engaging them in learning and enhancing their social skills and personal development. Duties will also include assisting students to access appropriate external community-based youth support services and programs that will support school connectedness and general health and wellbeing. The applicant should possess sound knowledge and understanding of current issues affecting young people.

Eligibility/Other Requirements: Desirable: Tertiary qualifications in a Youth Work or related field.

Note: School Assistant 4s, are required to work six days (in addition to the four days Professional Learning) during stand down periods between school terms to undertake duties as directed, for example program preparation. This is a temporary vacancy available asap to 20 January 2013 with the possibility of extension.

Contact Officer: Tom Kobal (02) 6205 5567 tom.kobal@ed.act.edu.au

**Office for Schools  
North/Gungahlin Network  
Lyneham High School**

**Learning Support Assistant**

**School Assistant 2/3 \$38,098 - \$46,835, Canberra (PN: 00788)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

Lyneham High School is seeking a highly motivated person to work as part of a collaborative team to provide high-level personal and educational support to students with special needs and moderate disabilities. The successful applicant may be responsible for the physical well being of a student or groups of students. Under general direction assist teachers in school activities and in the implementation of educational programs for students with special needs.

Eligibility/Other Requirements: First Aid qualification and Certificate III in Disability Study, or willingness to undertake appropriate training desirable.

Contact Officer: Kathryn Cheshire (02) 6205 6410 kathryn.cheshire@ed.act.edu.au

**Environment and Sustainable Development**

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

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

**Regulation and Services**

**Office of the Surveyor-General**

**Registered Surveyor**

**Professional Officer Class 2 \$68,515 - \$78,705, Canberra (PN: 20190)**

Gazetted: 22 February 2012

Closing Date: 29 February 2012

The ACT Office of the Surveyor-General requires a Registered Surveyor to manage field and office work including cadastral surveys, levelling and control surveys including the use of GNSS equipment. The role also includes assisting in the maintenance of the ACT's Spatial Data Management System, in particular the updating of the digital cadastral database and assisting with survey plan examination including field audits.

Eligibility/Other Requirements: Four year Surveying degree or equivalent and eligibility for registration as a surveyor in Australia or New Zealand.

Contact Officer: Greg Ledwidge (02) 6205 0083 greg.ledwidge@act.gov.au

**Office of the Commissioner for Sustainability and the Environment  
Project Officer**

**Professional Officer Class 2 \$68,515 - \$78,705, Canberra (PN: 15879)**

Gazetted: 17 February 2012

Closing Date: 2 March 2012

The primary function of this role is to assist in providing advice and assistance on sustainability and environmental issues, particularly focusing on fostering sustainable practices that advance environmental protection within our social and economic frameworks. The Office is committed to advancing practices that sustain and enhance the ACT's natural environment that are fundamental to the social and economic well-being of the existing and future generations. Part time hours or job sharing may be negotiated.

Eligibility/Other Requirements: Tertiary qualifications, particularly in a discipline or disciplines related to environmental sustainability are highly desirable. This can include but not limited to urban and regional planning, environmental management, legal studies, environmental economics and sustainability. A driver's licence is essential.

Contact Officer: Sarah Burrows (02) 6207 3094 sarah.burrows@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.

#### **Planning Delivery**

#### **Lease Administration**

#### **DA Leasing**

#### **DA Leasing Officer**

#### **Administrative Services Officer Class 5 \$63,440 - \$67,269, Canberra (PN: 13600)**

Gazetted: 17 February 2012

Closing Date: 24 February 2012

DA Leasing are looking for an enthusiastic person with demonstrated expertise in development assessment and lease administration practices. The successful applicant should also demonstrate a strong commitment to the principles of high quality customer service and timely delivery of required outcomes. Responsibilities of the team include assessment and determination of Development Applications, determination of Lease Variation Charge, preparation of Crown Leases, a broad range of lease and land management services, appeals and policy and legislation development. This position assesses and determines Development Applications under delegation and assists with the appeals of such determinations. Effective performance in the job will require good judgment, strong interpersonal skills, strong project management, high quality oral and written communications and flexibility in responding to changing priorities.

Eligibility/Other Requirements: Experience and/or qualifications (or completing study) in Land Management, Lease Administration, Law, or Urban/Environmental Planning would be an advantage. Knowledge of the Territory Plan and associated planning laws is essential along with the capacity or demonstrated ability to acquire knowledge of the Leasehold Land System and policies relevant to the assessment of Development Applications and Lease Administration is highly desirable.

Note: This is a temporary position available until 29 August 2012 with a possibility of extension. The successful applicant may be determined by application only.

Contact Officer: Sue Messer (02) 6207 2869 sue.messer@act.gov.au

#### **Office of the Director General**

#### **Office of the Commissioner for Sustainability and the Environment**

#### **Office Manager**

#### **Administrative Services Officer Class 5 \$63,440 - \$67,269, Canberra (PN: 12890)**

Gazetted: 20 February 2012

Closing Date: 6 March 2012

The position is located in the Office of the Commissioner for Sustainability and the Environment and reports directly to the Commissioner. Its primary function is to assist the Commissioner in managing the Office, provide direct support to the Commissioner in performing the Commissioner's duties, diary/appointment management, and track and process budget expenditure.

Eligibility/Other Requirements: Experience in administrative skills including financial management and personnel management will be highly regarded.

Note: Part-time hours or job sharing may be negotiated.

Contact Officer: Sarah Burrows (02) 6207 3094 sarah.burrows@act.gov.au

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

#### **Health**

**Selection documentation for the following positions may be downloaded from**

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

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

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

#### **Critical Care & Diagnostics**

#### **Emergency**

#### **Clinical Director Emergency Department**

#### **Staff Specialist Band 1-5 \$137,660-\$169,877 Senior Specialist \$185,984, Canberra (PN: 19520)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

The Position: The Director, in partnership with other members of the Emergency Department Executive has accountability for and manages the operations of the service to ensure clinical, financial and strategic objectives and key performance indicators are met. This is a full-time permanent staff specialist position and includes a 3 year tenure, with the possibility of extension in the role of Clinical Director for the Emergency Department. The Director plays a key role in ensuring that care delivery and clinical outcomes within the service reflect best practice. The Director will be responsible for developing a positive public profile of the hospital and collaborative partnerships with the community. The Director has particular responsibility for the management of Senior Specialists, Registrars and Junior Medical Officers, and for the education and training of medical professionals.



Canberra Hospital is the single tertiary teaching hospital for the Australian Capital Territory and surrounding NSW region, serving a population of half a million. It is a modern 600-bed hospital providing trauma services, most major medical and surgical sub-specialty services, and is the principal teaching hospital of the Australian National University (ANU) Medical School. Strong research links are maintained with the ANU and the University of Canberra. All specialties are represented with the exception of organ transplantation. The hospital has well developed post graduate teaching programs. A fully equipped medical library is available on site with a large collection of hard copy and on line journals and textbooks. Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$137,660-\$169,877 Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Superannuation, ranging from 9%-15% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 10% superannuation, ranges from \$223,841 - \$296,752.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency, and Fellowship of the Australian College for Emergency Medicine or an equivalent higher specialist qualification.

Contact Officer: Kate Jackson, Executive Director, Critical Care and Diagnostics (02) 6174 5802

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Human Resource Management Branch ACT Health Level 5, 1 Moore Street, CANBERRA ACT 2601

**Canberra Hospital and Health Services  
Women, Youth and Children  
Child, Youth and Women's Health Program  
Paediatrician**

**Staff Specialist Band 1-5 \$137,660-\$169,877, Canberra (PN: 19596, several)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

The Position: Applications are invited from Paediatricians to work with the Child at Risk Health Unit (CARHU). CARHU is a multi-disciplinary team consisting of medical and nursing staff, social workers and psychologists. It provides a specialist health focused service for children whom have been abused/neglected. The role of the Paediatrician is to provide paediatric health assessments including forensic assessment to children whom have been abused and/or neglected as well as consultation and community education on the health impacts of child abuse. The position requires the participation on an after hours on-call roster. Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$137,660-\$169,877 Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Superannuation, ranging from 9%-15% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 10% superannuation, ranges from \$223,841 - \$272,450.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency, and Fellowship of the Royal Australasian College of Physicians, Division of Paediatrics and Child Health or an equivalent higher specialist qualification.

Note: There are currently 3 permanent positions available, full time, 16 hours and 8 hours per week. Please indicate in your application which hours you wish to apply for.

Contact Officer: Catherine Furner (02) 6244 2712

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Human Resource Management Branch ACT Health Level 5, 1 Moore Street, CANBERRA ACT 2601

**Canberra Hospital and Health Services  
Mental, Justice Alcohol and Drugs  
Alcohol and Drug Program  
Clinical Nurse Consultant  
Registered Nurse Level 3.1 \$86,796 - \$90,368, Canberra (PN: 16030)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

The Alcohol and Drug Services (ADS) have an exciting opportunity for an experienced Registered Nurse to join our team within the Withdrawal Services. This is a leadership role and the successful applicant will have excellent communication skills, demonstrated ability to manage staff and experiences in the alcohol and drug related fields. They will also have the ability to provide direction, support, supervision and education to ADS Nurses. The Withdrawal Service is a 24 hour, 10 bed inpatient facility that has a multidisciplinary team approach when supporting clients with alcohol and drug related issues.

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

Holds or is working towards post graduate tertiary qualifications relevant to the area. Holds 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: Jill Hughes (02) 6205 2131

**Strategy and Corporate  
Human Resource Management  
Staff Development  
Project Officer- Simulated Learning Package  
Senior Officer Grade C \$86,750 - \$93,535, Canberra (PN: 24227)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

The Staff Development Unit of the ACT Government Health Directorate is seeking a suitably experienced and qualified person to design and develop a comprehensive Simulated Learning package to support Interprofessional Health Education in the ACT and regions. To be successful in this role you will need to have good research skills, excellent writing skills and the ability to facilitate, partner with, and influence senior executives, managers, teams and employees.

Eligibility/Other Requirements: Relevant tertiary qualifications are highly desirable. As part of this position, you will be required to undertake post graduate training and work towards a post graduate certificate in clinical simulation.

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

Contact Officer: Kerri Cargill (02) 6244 2463 or Elizabeth Renton (02) 6244 3429

**Canberra Hospital and Health Services  
Capital Region Cancer Service  
Cancer Stream Administration  
Radiation Oncology IM/IT Manager  
Senior Officer Grade C \$86,750 - \$93,535, Canberra (PN: 14719)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

Capital Region Cancer Service seeks an experienced individual with strong skills in both information and communications technology support and data management. This will include the ability not only to manage the ongoing development and operation of our ICT systems but also to extract, analyse and report from various data sources to support the clinical operations of the Radiation Oncology Department at the Canberra Hospital.

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: Martin Goodisson (02) 6174 5639 Martin.Goodisson@act.gov.au

**Canberra Hospital and Health Services  
Rehabilitation, Aged and Community Care  
ACRS Administration  
Senior Occupational Therapist  
Health Professional Level 4 \$83,816 - \$90,372, Canberra (PN: 20272)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

There is an exciting opportunity for a suitably qualified, Senior Occupational Therapist (OT) to take on a clinical leadership position as the Rehabilitation, Aged and Community Care (RACC) Clinical Specialist in Occupational Therapy. The position is located within the Community Care OT team which includes the Independent Living Centre (ILC) team. The successful applicant will provide OT support across all RACC OT services through the provision of: high quality clinical services; health promotion activities; leadership and clinical supervision to facilitate ongoing learning for staff in the above mentioned areas. The Community Care OT's work is within a multidisciplinary environment and has strong links with community organisations. This position is within a friendly team with supportive ties across our facilities and meets regularly to share knowledge and expertise. This is a very exciting time to be working in the Health Directorate's RACC Division with the Health Implementation Program (HIP) well underway providing new health centre facilities, services and resources to meet the needs of the growing population in Canberra.

Eligibility/Other Requirements: Degree or Diploma in Occupational Therapy. Eligible for membership with Occupational Therapy Australia; and as of 1 July 2012, hold National Occupational Therapy Registration. Current driver's licence is essential. Policy development and planning clinical development standards will also be required.

An advanced level of clinical knowledge and experience in equipment prescription, home modifications and/or adaptive technology is highly desired.

Note: This is a temporary position available for a period of twelve (12) months. This position is full-time however part-time hours will be considered and may be required to do overtime as directed or be on call. This duty statement outlines a range of possible duties that staff are expected to perform at this level. The emphasis placed on each duty may vary as this position is a trial position.

To complete your application you must address the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Helen Matthews (02) 6205 2163

**Canberra Hospital and Health Services  
Women, Youth and Children  
Children, Youth and Women's Health Program  
Clinical Services Coordinator  
Health Professional Level 4 \$83,816 - \$90,372, Canberra (PN: 29753)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

Applications are invited from suitably qualified psychologists and social workers for the position of Clinical Services Coordinator at the Child at Risk Health Unit. This position is responsible for the coordination of clinical services, staff supervision and a small clinical load.

Eligibility/Other Requirements: Applicants will need experience in provision of assessment and counselling services to children adolescents and their families/carers that have experience trauma; provision of clinical supervision; training and consultation. Tertiary qualification or equivalent in an allied health discipline with current ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation are desirable.

Note: This is a part-time position available at 29.24 hours per week. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Catherine Furner (02) 6244 2712

**Canberra Hospital and Health Services**  
**Rehabilitation, Aged and Community Care**  
**Rehabilitation**  
**Occupational Therapy Manager/Clinician**  
**Health Professional Level 4 \$83,816 - \$90,372, Canberra (PN: 09797)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

Rehabilitation Aged and Community Care is seeking applications from suitably qualified and experienced senior occupational therapists to fill the permanent Occupational Therapy Manager/Clinician role. The chosen applicant will manage an exceptional team of highly motivated occupational therapists and assistant staff that provides evidence based care to patients with neurological disorders, amputees and elderly clients with multiple co-morbidities.

Eligibility/Other Requirements: Degree or Diploma in Occupational Therapy and eligibility for membership of the Australian Association of Occupational Therapists ACT (Inc). 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. This position may be required to participate in overtime, on call, and/or rotation roster.

Contact Officer: Annegret Ludwig (02) 6244 2852

**Strategy and Corporate**  
**Professional Leadership, Research and Education**  
**Allied Health Adviser**  
**Clinical Educator for Social Work**  
**Health Professional Level 4 \$83,816 - \$90,372, Canberra (PN: 28623)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

The ACT Government Health Directorate would like to invite suitable candidates to apply for the Clinical Educator for Social Work position. This position is partially supported by the Australian Catholic University (ACU) and will work in collaboration with other Educational Institutions. This position requires a social worker with excellent communication skills, sound clinical knowledge and education experience. The primary function of this position is to provide leadership in clinical education and supervision of social work students and newer graduates in consultation with senior management. The position will enhance the ACT Government Health Directorate partnership with ACU, building student placement capacity and facilitating collaboration in education including clinical teaching, curriculum development and research. Other functions will include the support of across Allied Health education and supervision programs.

Eligibility/Other Requirements: A degree or diploma in Social Work, eligible for membership of the Australian Association of Social Workers and a current driver's licence. Relevant postgraduate qualifications and/or currently working towards qualification in tertiary education are highly desirable.

Note: This position is a full-time permanent ACT Government Health Directorate wide position that will be based at the Staff Development Unit on the Canberra Hospital campus. 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: Sally Ranford (02) 6205 2494

**Canberra Hospital and Health Services**  
**Rehabilitation, Aged and Community Care**  
**CC-Nursing**  
**Registered Nurse Level 2**  
**Registered Nurse Level 2 \$75,514 - \$80,184, Canberra (PN: 22704)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

The Community Care Program is seeking applications from Registered Nurses to fill a Register Nurse Level 2 permanent position which is available for immediate start. Nurses interested in working in community nursing should have a wide range of clinical experience and be committed to high quality customer service with a multidisciplinary focus. The role requires an ability to work autonomously with a high level of problem solving ability. This is an exciting opportunity to work in a progressive and rewarding program, providing community nursing services to the residents of Canberra, in their homes and in Health Centre clinics. Interested nurses are encouraged to speak with the contact officers to discuss this position.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Tertiary or postgraduate qualifications and recent experience in a wide range of clinical hospital and/or community health settings is highly desirable.

Note: This is a part-time position available at 32 hours per week. This recruitment process may be used to fill any future vacancies across the Community Nursing Service within the next 12 months. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application.

Contact Officer: Heather Manton (02) 6205 2717 heather.manton@act.gov.au

**Canberra Hospital and Health Services**  
**Surgery and Oral Health**  
**Surgical Wards**  
**Clinical Development Nurse**  
**Registered Nurse Level 2 \$75,514 - \$80,184, Canberra (PN: 22193)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

Applications are invited from innovative and committed Registered Nurses with clinical competence in Orthopaedics to undertake the exciting role of Clinical Development Nurse. The successful applicant will be actively contributing to the professional development and learning of nurses/midwives in the workplace.

The successful applicant will have operational responsibility to the Clinical Nurse Consultant and professional responsibility to the Clinical Development Nurse Coordinator. Applicants will be required to demonstrate experience in clinical teaching and a sound knowledge of adult learning principles to support ongoing clinical education, precept new and junior staff, mandatory skills assessment and competency assessment processes within the clinical practice setting of Orthopaedics.

The applicant should demonstrate a willingness to be part of a vibrant and committed organisation that represents a set of values to allow for the provision of high quality health care.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Post graduate Orthopaedic Degree/Certificate an advantage. Applicants will be given opportunities for further development to assist them in this role.

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: Daniel Wood (02) 6244 5091

### **Strategy and Corporate**

#### **Business and Infrastructure**

#### **Business Support Services**

#### **Senior Radiation Engineer**

**Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade), Canberra (PN: 13469, expected vacancy)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

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

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

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

Contact Officer: Sean Geoghegan (02) 6244 2256

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

#### **Rehabilitation, Aged and Community Care**

#### **Rehabilitation**

#### **Senior Physiotherapist**

**Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade), Canberra (PN: 28442)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

An exciting opportunity has arisen for a suitably qualified Senior Physiotherapist to join Rehabilitation, Aged and Community Care (RACC), a division within the ACT Government's Health Directorate. RACC is the main provider of aged care and rehabilitation services for the ACT. We offer services to clients aged 18 and over, who present with a range of neurological, vascular and orthopaedic impairments. The successful applicant will have the opportunity to provide physiotherapy services to the patients of our Acute Inpatient Rehabilitation Unit, our Acute Care of the Elderly Ward, our rehabilitation clients attending the Rehabilitation Independent Living Unit (RILU) and our Community Rehabilitation Team (CRT). We offer excellent supervision and support in an interprofessional team environment and professional development is valued.

Eligibility/Other Requirements: An appropriate Degree or Diploma in physiotherapy or recognised equivalent qualification. A current driver's licence. Registered with the Physiotherapy Board of Australia.

Note: This position(s) may be required to participate in a overtime, on call, and/or rotation roster. An Order of Merit will be established from this recruitment process which may be used for future vacancies. 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: Judy Stone (02) 6174 5662 judy.stone@act.gov.au

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

#### **Mental, Justice, Alcohol and Drugs**

#### **Adult Community and Older Persons**

#### **Senior Psychologist**

**Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade), Canberra (PN: 23689)**

Gazetted: 23 February 2012

Closing Date: 8 March 2012

Tuggeranong Mental Health has an exciting position available for a Senior Psychologist Health Professional Officer Level 3 working within the multidisciplinary team environment to provide contemporary evidence based service guided by the principles of recovery. Tuggeranong Mental Health is an experienced team comprising of Consultant Psychiatrists, Nursing Staff, Social Workers, Psychologists, Technical Officer and Administration staff. The service aims to provide collaborative care involving the

consumer, their carer's and other key services. This level, it is expected to provide high quality interventions and support the achievement of sound outcomes for consumers. The successful applicant is expected to contribute their expertise to the multidisciplinary team, provide supervision of staff at a Health Professional Officer Level 2 and 1, and support the Team Leader in change processes. The successful applicant 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 ACT registration where applicable and/or eligibility for membership of the appropriate professional organisation. Applicants must have previous experience in a related/relevant organisation/service and 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: Danny Farrow (02) 6205 2777 danny.farrow@act.gov.au

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

#### **Operational Support**

#### **Acute Care**

#### **Physiotherapist**

#### **Health Professional Level 3 \$72,543 - \$76,543 (up to \$80,436 on achieving a personal upgrade), Canberra (PN: 20507)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

A Senior Women's Health Physiotherapist is required to provide direct patient care to obstetrics and gynaecology individuals and groups, and to coordinate a comprehensive inpatient and outpatient physiotherapy service in Women's Health Services based at Canberra Hospital. The successful applicant will be required to promote client outcomes through the provision of high quality clinical services, networking, health promotion activities and education in/across designated areas or units as part of a multidisciplinary team. Provide individual or group service delivery. Perform normal professional work under general professional guidance. May perform novel, complex, critical or difficult tasks under professional supervision. Participate in the supervision and training of Health Professionals Level 1 and 2, students technical and other support staff.

Eligibility/Other Requirements: An appropriate Degree or Diploma in Physiotherapy and registered or eligible for registration with the Australian Health Practitioner Regulation Agency.

Note: This is a permanent part-time position at 22:03 hours per week. This position may be required to participate in overtime, on call, and/or rotation roster.

Contact Officer: Kathy Terrell (02) 6244 2154

### **Strategy and Corporate**

#### **Performance and Innovation**

#### **Health Performance**

#### **Data Analyst**

#### **Administrative Services Officer Class 6 \$68,184 - \$78,324, Canberra (PN: 11233)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

The Health Performance Unit is looking for a dynamic team player to join their Unit. The Health Performance Unit is responsible for providing health system data and advice to the Minister, senior officers and health system managers. The successful candidate will have the opportunity to work in a fast paced, challenging, yet rewarding team based environment.

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

Contact Officer: Andrew Bailey (02) 6207 2129

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

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

#### **Dental Health Program**

#### **Principal Dental Assistant**

#### **Principal Dental Assistant \$61,756, Canberra (PN: 20546)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

The Dental Health Program is seeking applications from suitably qualified and experienced Dental Assistants to fill the position of Principal Dental Assistant for the north side of the program. This position is responsible for clinical supervision and infection control training for all north side dental assistants, stock control and ordering and management and follow up of maintenance requests for dental equipment.

Eligibility/Other Requirements: Certificate III in Dental Assisting and have considerable previous experience. Dental Assistant Certificate recognised by the Dental Education Council of Australia.

Note: This is a temporary full-time position Monday to Friday available until 30 June 2012, with the possibility of extension. The position is based in Civic and also is required to attend the Belconnen Clinic. 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: Natasha Dimitrijevic (02) 6205 0975

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

#### **Women, Youth and Children**

#### **Women and Babies**

#### **Office Manager, Personal Assistant**

#### **Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 25879)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

Applications are being sought from dynamic and motivated persons interested in the permanent position of Departmental Office Manager and Personal Assistant to the Clinical Director, Department of Obstetrics and Gynaecology in the Division of Women, Youth and Children. The position provides high level administrative support to the Clinical Director of Obstetrics and Gynaecology and also office management duties. Applicants should have excellent communication skills, ability to prioritise workloads, provide secretariat support to a number of committees, provide support to medical staff, travel booking, conferences, meetings and coordinate the fluent administration of the Department of Obstetrics and Gynaecology by coordinating all leave and personnel documentation and storage.

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: Shari Blumer (02) 6174 5803 shari.blumer@act.gov.au

**Canberra Hospital and Health Services**

**Women, Youth and Children**

**Women and Babies**

**Departmental Office Manager and Personal Assistant to the Clinical Director**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 25792)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

Applications are being sought from dynamic and motivated persons interested in the permanent position of Departmental Office Manager and Personal Assistant to the Clinical Director and the Neonatal Consultants, Department of Neonatology, Division of Women, Youth and Children. The position provides high level administrative support to the Clinical Director of the Department of Neonatology and also office management duties. Applicants should have excellent communication skills, ability to prioritise workloads, provide secretariat support to a number of committees, provide support to medical staff, travel booking, conferences and meetings and coordinate the fluent administration of the Department of Neonatology by coordinating all leave and personnel documentation.

Note: Applications should be limited to three (3) pages. 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: Shari Blumer (02) 6174 5803 shari.blumer@act.gov.au

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Surgical Administration**

**Booking Clerk**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 28534, several)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

The successful applicant will be required to work effectively as both a team member of a diverse team and an individual for the Surgical Bookings Department. Duties would include maintenance of the surgery waiting lists for the Canberra Hospital, coordinating theatre bookings and associated equipment requirements for individual surgical specialists and utilising the policies, procedures and audit processes to ensure data integrity of ACTPAS and a provision of high quality customer service to patients and stakeholders who contact the Surgical Bookings Department is required.

Qualifications/Other Requirements: Sound communication skills, knowledge of surgical bookings process and experience working with ACTPAS and Microsoft Office Suite would be advantageous.

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

Contact Officer: Nicole Burke (02) 6244 4175

**Strategy and Corporate**

**Professional Leadership Research and Education**

**Clinical School**

**Clinical Skills Centre Support Officer**

**Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 29853, expected vacancy)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

The ANU Medical School has an expected vacancy for a support officer in the Clinical Skills Centre of the School of Clinical Medicine which is based at The Canberra Hospital. The primary role of this position involves operational support to the skills training program, including the set-up and clean up of the training sessions, and maintenance of skills equipment.

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

Contact Officer: Lyndall Thorn (02) 6244 3600

**Canberra Hospital and Health Services**

**Women, Youth and Children**

**Child, Youth and Womens Health Program**

**Administrative Support Officer**

**Administrative Services Officer Class 3 \$51,032 - \$55,076, Canberra (PN: 28738)**

Gazetted: 23 February 2012

Closing Date: 1 March 2012

An interesting opportunity is available for an Administrative Support Officer Level 3 to work within the north maternal and child health nursing team, working with the regional manager to facilitate the administrative and operational aspects of the team. The

role includes minute taking, fleet management, data entry, stores management and file preparation. Sound organisational skills and an ability to prioritise workloads are important. The position is full time and based at the Belconnen Health Centre. Eligibility/Other Requirements: A background in health administration experience would be an advantage. Current driver's license is essential.

Note: This is a temporary position for a period of 10 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.

Contact Officer: Helen Govey (02) 6205 1827 helen.govey@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](mailto:jobs@act.gov.au)**

#### **Office of Regulatory Services**

##### **Transport Regulation**

##### **Public Transport Regulation**

##### **Regulatory Officer**

##### **Administrative Services Officer Class 4 \$56,879 - \$61,756, Canberra (PN: 17006)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

Public Transport Regulation in Office of Regulatory Services (ORS) is looking for an enthusiastic team player, with demonstrated attention to detail in completing tasks, to assist in the regulation and accreditation of public passenger services and assist in the development and implementation of policy proposals on a wide range of transport regulatory issues, including public transport regulation matters.

Contact Officer: Justine De Marco (02) 6207 7159 justine.demarco@act.gov.au

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

### **Territory and Municipal Services**

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

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

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

#### **Corporate Support**

##### **Operational Support Branch**

##### **Vehicle Management Unit**

##### **Vehicle Management Officer**

##### **Administrative Services Officer Class 6 \$68,515 - \$78,705, Canberra (PN: 28325)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

Territory and Municipal Services (TAMS) operates the largest ACT Government vehicle fleet comprising over 590 individual assets. The TAMS Vehicle Management Group is responsible for the strategic management and administration of the fleet as a whole. The successful applicant will provide effective fleet management support, including contemporary fleet advice and recommendations to meet the business outcomes of TAMS. The position requires well developed written and oral communication skills including high level interpersonal skills that allow the establishment and maintenance of relationships with people at all levels. The ability to manage competing priorities and the flexibility to respond to changing requirements, including taking responsibility for outcomes of their work area are essential.

Note: Selection may be made on application documents only.

Contact Officer: Ian Corey (02) 6205 0676 ian.corey@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**

##### **Visitor Services Manager**

##### **Administrative Services Officer Class 6 \$68,184 - \$78,324, Canberra (PN: 09878)**

Gazetted: 20 February 2012

Closing Date: 5 March 2012

Parks and Conservation is seeking a motivated and enthusiastic person to the position of Visitor Services Manager for a period of 10 months. The successful applicant will manage the Namadji National Park Visitor Centre, Visitor Services and coordinate administration processes for the Rural District including human resource and financial management. The position is required to supervise and provide leadership to a small team ensuring they are customer focused and able to achieve business outcomes.

Note: This is a temporary position available for the period 11 April 2012 to 10 February 2013. The successful applicant may be selected by application and referee report only. All applicants should submit two referee reports with their written application.

Contact Officer: Lisa Hogan (02) 6207 2918 lisa.hogan@act.gov.au

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

### **Treasury**

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

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

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

**Shared Services  
Shared Services ICT  
Executive Director**

**Executive Level 2.5 \$233,667 to \$247,036 depending on current superannuation arrangements, Canberra (PN: 11\_230)**

Gazetted: 16 February 2012

Closing Date: 20 February 2012

The Shared Services Division within the Treasury Directorate provides a range of tactical and transactional services to ACT Government Directorates including procurement, information and communications technology (ICT), finance, human resource, publishing and records. The opportunity exists for an outstanding ICT professional with extensive strategic leadership and people management experience to lead the Shared Services ICT team as Executive Director. This major service delivery arm provides a comprehensive range of ICT and allied services to all ACT Government Directorates as well as to ACT Government schools and the Canberra Institute of Technology. It operates within a modern ICT environment that includes a number of major data centres and an extensive private optical fibre and data network. Services delivered include desktop support, ICT project management and business system development and support. As a Division Head, the Executive Director, ICT is a key member of the Shared Services Executive Management Team. The successful candidate will have an extensive ICT background and the leadership and management skills to meet a wide range of service outcomes. Political astuteness; high-level relationship building skills; a track record in continually improving service delivery; and the ability to respond effectively in a fast-paced environment are also needed to fulfil this role. A term appointment of up to five years will be offered under attractive senior executive terms and conditions. Members of Australian Government CSS or PSS superannuation schemes may have existing entitlements and benefits fully maintained.

Note: Before applying, please obtain position information and selection criteria from [canberra@fordkelly.com.au](mailto:canberra@fordkelly.com.au) quoting reference number 11/230.

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

**Shared Services  
Human Resources  
Employee Relations and Training  
Client Manager**

**Senior Officer Grade A \$115,016, Canberra (PN: 08418)**

Gazetted: 16 February 2012

Closing Date: 23 February 2012

As the Client Manager you will lead a dynamic team providing a critical service to all ACT Government directorates. This is a leadership role that needs to be effective and collaborative in the provision of employee relations and training and development services.

Contact Officer: Andrew Whale (02) 6205 3680 [andrew.whale@act.gov.au](mailto:andrew.whale@act.gov.au)

**Shared Services  
Shared Services ICT  
Customer Relations/Service Management  
Incident Manager**

**Senior Officer Grade B \$99,033 - \$111,485, Canberra (PN: 23981)**

Gazetted: 22 February 2012

Closing Date: 7 March 2012

The successful applicant will be required to ensure the goals of the Incident Management Process are achieved and that, following an incident, normal service (based on the customer perspective) is restored as soon as possible and in accordance with any relevant Service Level Agreements.

Eligibility/Other Requirements: Possession of Incident Management Practitioner certification highly desirable.

Contact Officer: Patrick Biden (02) 6207 5635 [patrick.biden@act.gov.au](mailto:patrick.biden@act.gov.au)

**Investment and Economics**

**Investment  
Manager**

**Senior Officer Grade B \$99,033 - \$111,485, Canberra (PN: 55405)**

Gazetted: 17 February 2012

Closing Date: 24 February 2012

The Investment Branch is primarily responsible for the management of the Territory's financial assets and liabilities including borrowings and investments of the Territory Banking Account, the unfunded employer superannuation liabilities and investments of the Superannuation Provision Account. This position directs and controls the financial operations and accounting function including, monthly and annual financial reporting and budget development for the Territory Banking Account and the Superannuation Provision Account. This position also has a key role in the formulation and implementation of policy advice in relation to the cash, borrowing and investment management activities conducted on behalf of the ACT Government.

Eligibility/Other Requirements: Tertiary and significant progression toward post graduate qualifications in accounting or finance related field and/or membership in a professional accounting or finance body are essential. Skills, experience and knowledge of financial investment and borrowing activities is required.

Contact Officer: Patrick McAuliffe (02) 6207 0187 [patrick.mcauliffe@act.gov.au](mailto:patrick.mcauliffe@act.gov.au)

**Shared Services  
Shared Services ICT**



**Customer Relations/ICT TAMS**

**Deputy ICT Manager**

**Senior Officer Grade C \$83,816 - \$90,372, Canberra (PN: 16748)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

The Deputy ICT Manager will manage the provision of ICT Administration Services within the agency, including asset management, finance, purchasing and contract arrangements associated with the delivery of ICT services.

Eligibility/Other Requirements: Possession of ITIL Foundations and Practitioners Certificates is encouraged.

Note: This is a temporary vacancy available from 5 April 2012 to 1 February 2013.

Contact Officer: Orlando Cacciotti (02) 6207 0462 orlando.cacciotti@act.gov.au

**Investment and Economics**

**Investment**

**Financial Analyst**

**Administrative Services Officer Class 6 \$66,198 - \$76,043, Canberra (PN: 01413)**

Gazetted: 20 February 2012

Closing Date: 27 February 2012

The Investment Branch is primarily responsible for the management of the Territory's financial assets and liabilities including borrowings and investments of the Territory Banking Account, the unfunded employer superannuation liabilities and investments of the Superannuation Provision Account. This role assists in the effective management of the finance and investment activities conducted on behalf of the ACT Government.

Eligibility/Other Requirements: Tertiary and significant progression toward post graduate qualifications in finance or actuarial related field and/or membership in a professional finance or actuarial body is highly desirable. Skills, experience and knowledge of financial investment and borrowing activities and Commonwealth Government defined benefit superannuation schemes will be looked upon favourably.

Contact Officer: Patrick McAuliffe (02) 6207 0187 patrick.mcauliffe@act.gov.au

**Shared Services**

**Shared Services ICT**

**Customer Relations/ICT TAMS**

**ICT Operational Officer**

**Information Technology Officer Class 2 \$66,198 - \$76,043, Canberra (PN: 16747)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

The ICT Operational Officer is required to provide operational and strategic ICT support and services to business units within the Territories and Municipal Services Directorate. The successful applicant will be required to work within Shared Services ICT operational framework for ICT services within government.

Eligibility/Other Requirements: Possession of ITIL Foundations and Practitioners Certificates is encouraged.

Note: This is a temporary vacancy available from 5 April 2012 to 1 February 2013.

Contact Officer: Orlando Cacciotti (02) 6207 0462 orlando.cacciotti@act.gov.au

**Shared Services**

**Shared Services ICT**

**Customer Relations/ESA ICT**

**ESA Radio Technician**

**Information Technology Officer Class 2 \$66,198 - \$76,043, Canberra (PN: 28550)**

Gazetted: 17 February 2012

Closing Date: 6 March 2012

The successful application will be responsible for providing technical field support for ACT Emergency Services Agency (ESA) mobile radio infrastructure, both portables and vehicular. Support to communications sites including microwave and repeater links in remote areas of the ACT.

Eligibility/Other Requirements: A minimum of three years experience in support of radio networks or terminal equipment in an IP environment would be an advantage. An understanding of P25 trunked radio would be an advantage. A current manual driver's licence is mandatory. Please note some ACT radio sites are remotely located in the ACT national parks.

Note: The successful candidate will be required to undergo basic SES and RFS fire ground safety, chainsaw and 4WD training and required to meet the SES physical standard of fitness for interstate deployment.

Contact Officer: Jim Hewitt (02) 6207 8764 jim.hewitt@act.gov.au

**Shared Services**

**Shared Services ICT**

**Operations/Service Integrity and Compliance**

**Health Asset Officer**

**Administrative Services Officer Class 5 \$61,295 - \$64,994, Canberra (PN: 01618)**

Gazetted: 17 February 2012

Closing Date: 5 March 2012

Manage requests for ICT equipment procurement including liaising with Health Directorate staff to ensure business requirements are met; requests are appropriately authorised and liaising with Shared Services ICT personnel to facilitate timely delivery.

Eligibility/Other Requirements: A sound understanding of, or the ability to rapidly acquire a sound understanding of, the Information Technology Infrastructure Library (ITIL) framework. Possession of a current driver's licence or the ability to quickly obtain one is highly desirable.

Contact Officer: Glen Krummel (02) 6205 4909 glen.krummel@act.gov.au

**Shared Services Human Resources**

**Payroll and Personnel Services**

**Salary Packaging**

**Team Member**

**Administrative Services Officer Class 4 \$54,956 - \$59,668, Canberra (PN: 09663, several)**

Gazetted: 17 February 2012

Closing Date: 2 March 2012

Shared Services Human Resources is seeking enthusiastic and motivated persons to join the Salary Packaging Team. The successful applicants will possess strong customer service skills and will be required to contribute to the effectiveness and efficiency of the provision of salary packaging services to ACT Government Agencies.

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

Note: Selection may be undertaken on the basis of application and referee reports only.

Contact Officer: Anne Maree Flood (02) 6205 9217 AnneMaree.Flood@act.gov.au

**Shared Services Human Resources**

**Payroll and Personnel Services**

**Salary Packaging**

**Administrative Assistant**

**Administrative Services Officer Class 4 \$54,956 - \$59,668, Canberra (PN: 08129)**

Gazetted: 17 February 2012

Closing Date: 2 March 2012

Shared Services Human Resources is seeking a motivated and well organised person for the position of Administrative Assistant to the Salary Packaging Team. The successful applicant will possess strong customer service skills and will be required to contribute to the operations of the Salary Packaging Team by undertaking general administrative tasks as required by the Team.

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

Note: Selection may be undertaken on the basis of application and referee reports only.

Contact Officer: Anne Maree Flood (02) 6205 9217 AnneMaree.Flood@act.gov.au

**Shared Services**

**Human Resources**

**Recruitment**

**Recruitment Officer**

**Administrative Services Officer Class 4 \$54,956 - \$59,668, Canberra (PN: 08185, several)**

Gazetted: 16 February 2012

Closing Date: 1 March 2012

As Recruitment Officer you will be responsible for the administration of selection outcomes for Directorates within the ACT Public Service. The role works closely with client directorates to deliver best practice recruitment processes. The successful applicant will be highly motivated, possess excellent communication skills, and a good understanding of the ACT Public Service Employment framework.

Note: Applications are to be sent directly to Joanna Lewis; joanna.lewis@act.gov.au

Contact Officer: Joanna Lewis (02) 6205 4547 joanna.lewis@act.gov.au

**APPOINTMENTS**

**Community Services**

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

Mark Chadwick 827-61742, Section 68(1), 23 February 2012

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

Premalatha Sathyanarayanan 820-72357, Section 68(1), 7 February 2012

**Director of Public Prosecutions**

**Prosecutor Grade 1 \$61,945 - \$70,530**

Jonas Lipsius 827-58623, Section 68(1), 13 February 2012

**Prosecutor Grade 1 \$61,945 - \$70,530**

Kirstie Anne Twigg 827-58535, Section 68(1), 13 February 2012

**Education and Training**

**School Assistant 2 \$38,098 - \$42,249**

Larisa Alexandrow 821-16823, Section 68(1), 15 February 2012

**School Leader B \$98,077**

Kris Willis 835-24167, Section 68(1), 20 February 2012

**Environment and Sustainable Development**

**Professional Officer Class 1 \$47,780 - \$67,031**

Jillian Harrap 827-44838, Section 68(1), 20 February 2012

**Health**

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

Breanna Cave 831-22467, Section 68(1), 16 February 2012

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

James Edmondson 831-24438, Section 68(1), 6 February 2012

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

Julie Grant 821-25308, Section 68(1), 2 February 2012

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

Sarah Ingram 827-61494, Section 68(1), 5 March 2012

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

Evan Joyce 833-47615, Section 68(1), 1 February 2012

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

Rachael McClellan 834-52730, Section 68(1), 16 February 2012

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

Andrew Peska 827-57786, Section 68(1), 6 February 2012

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

Vesna Petric 827-52053, Section 68(1), 13 February 2012

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

Lokendra Singh 824-32666, Section 68(1), 11 January 2012

**Registered Nurse Level 2 \$72,960 - \$77,472**

Maryann Whittaker 827-57364, Section 68(1), 18 February 2012

**Health Professional Level 1 \$47,515 - \$61,074**

Bronwyn Wyatt 835-63940, Section 68(1), 20 February 2012

**Justice and Community Safety**

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

Yun Chen 827-62737, Section 68(1), 14 February 2012

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

Alison Marie Jaques 831-47699, Section 68(1), 20 February 2012

**Territory and Municipal Services**

**Administrative Services Officer Class 4 \$56,879 - \$61,756**

Adam Carl Gregory 835-63609, Section 68(1), 14 February 2012

**Administrative Services Officer Class 4 \$56,879 - \$61,756**

Ruth Murfet 835-63166, Section 68(1), 16 February 2012

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

Christina Margaret Wallis 835-63625, Section 68(1), 20 February 2012

**Treasury**

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

James Thomas Collins 835-63414, Section 68(1), 20 February 2012

**Information Technology Officer Class 1 \$53,214 - \$60,844**

Lachlan Essery 827-62200, Section 68(1), 21 February 2012

**Administrative Services Officer Class 4 \$54,956 - \$59,668**  
Liyuan Tang 827-60512, Section 68(1), 20 February 2012

## **TRANSFERS**

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

Jean Ticehurst  
From: Administrative Services Officer Level 3 \$51, 032 - \$55, 076  
Corporate Services Information Technology  
To: Clinical Coder Year 1 \$53, 688 (PN: 7843)  
Medical Records

### **Community Services**

**Caroline Lee Stewart: 799-97199**  
From: Administrative Service Officer Class 6 \$68,515 - \$78,705  
Education and Training  
To: Administrative Services Officer Class 5 \$63,440 - \$67,269  
Community Services, Canberra (PN. 26809) (Gazetted 7 November 2011)

### **Environment and Sustainable Development**

**Nicole Cootes: 765-87856**  
From: Administrative Services Officer Class 5 \$63,440 - \$67,269  
Environment and Sustainable Development  
To: Administrative Services Officer Class 5 \$63,440 - \$67,269  
Environment and Sustainable Development, Canberra (PN. 13600) (Gazetted 8 December 2011)

### **Health**

**Bethel Holley: 778-78989**  
From: Registered Nurse Level 3.1 \$86,796 - \$90,368  
Calvary Healthcare ACT  
To: Registered Nurse Level 2 \$75,514 - \$80,184  
Health, Canberra (PN. 28729)

### **Treasury**

**Graeme Stewart: 795-49900**  
From: Administrative Services Officer Class 6 \$66,198 - \$76,043  
Treasury  
To: Administrative Services Officer Class 6 \$66,198 - \$76,043  
Treasury, Canberra (PN. 13879) (Gazetted 12 May 2011)

## **PROMOTIONS**

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

#### **Nursing and Midwifery Services**

##### **Nursing ICU/CCU**

###### **Therese Row**

From: Registered Nurse Level 1 \$51, 872 - \$70,092  
To: Registered Nurse Level 2 (\$72, 960 - \$77, 472  
ICU/CCU Calvary Health Care ACT (PN: 8822)

#### **Nursing and Midwifery Services**

##### **Nursing ICU/CCU**

###### **Janine May**

From: Registered Nurse Level 1 \$51, 872 - \$70,092  
To: Registered Nurse Level 2 \$72, 960 - \$77, 472  
ICU/CCU Calvary Health Care ACT (PN: 7776)

#### **Nursing and Midwifery Services**

##### **Nursing ICU/CCU**

###### **Merryn Peatling**

From: Registered Nurse Level 1 \$51, 872 - \$70,092  
To: Registered Nurse Level 2 \$72, 960 - \$77, 472  
ICU/CCU Calvary Health Care ACT (PN: 8820)

**Allied Health  
Pharmacy Department  
Anthony Lamproglou**

From: Health Professional Level 2 \$50,796 - \$70,549  
To: Health Professional Level 3 \$72,543 - \$80,370  
Pharmacy Department (PN. 7276)

**Chief Minister and Cabinet**

**Governance  
Public Sector Management  
Strategic HR**

**Kai Andersen: 820-79719**

From: Administrative Services Officer Class 6 \$68,515 - \$78,705  
Chief Minister and Cabinet  
To: †Senior Officer Grade C \$86,750 - \$93,535  
Chief Minister and Cabinet, Canberra (PN. 16895) (Gazetted 10 February 2011)

**Governance  
Office of Industrial Relations  
Workers' Compensation  
Carolyn O'Neill: 821-13673**

From: Senior Officer Grade C \$86,750 - \$93,535  
Chief Minister and Cabinet  
To: †Senior Professional Officer Grade B \$102,499 - \$115,387  
Chief Minister and Cabinet, Canberra (PN. 18708) (Gazetted 5 August 2010)  
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.

**Community Services**

**Policy and Organisational Services  
Governance, Advocacy and Community Policy  
Office for Women**

**Michelle Maree Bamford: 741-02616**

From: Administrative Services Officer Class 6 \$68,515 - \$78,705  
Community Services  
To: †Senior Officer Grade C \$86,750 - \$93,535  
Community Services, Canberra (PN. 55117) (Gazetted 2 December 2011)

**Housing and Community Services  
Housing ACT  
Gateway Services**

**Carlene Joan Brookes: 820-94732**

From: Administrative Services Officer Class 3 \$51,032 - \$55,076  
Community Services  
To: †Administrative Services Officer Class 5 \$63,440 - \$67,269  
Community Services, Canberra (PN. 26818) (Gazetted 7 November 2011)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Housing and Community Services  
Housing ACT  
Gateway Services**

**Daniel William Foster: 771-63473**

From: Administrative Services Officer Class 4 \$56,879 - \$61,756  
Community Services  
To: †Administrative Services Officer Class 5 \$63,440 - \$67,269  
Community Services, Canberra (PN. 26790) (Gazetted 7 November 2011)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Housing and Community Services  
Housing ACT  
Gateway Services**

**Darlene Mitchell: 779-06230**

From: Administrative Services Officer Class 3 \$51,032 - \$55,076  
Community Services  
To: †Administrative Services Officer Class 5 \$63,440 - \$67,269  
Community Services, Canberra (PN. 26810) (Gazetted 7 November 2011)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current

collective/enterprise Agreement provisions and is non-appealable.

### **Economic Development**

#### **Policy and Governance**

#### **Workforce and Governance**

#### **Human Resource Services**

**Joanne Mary Rosewarne: 517- 90559**

From: Senior Officer Grade B \$102,499 - \$115,387

Economic Development

To: †Senior Officer Grade A \$119,042

Economic Development, Canberra (PN. 18775) (Gazetted 20 January 2012)

### **Environment and Sustainable Development**

#### **Planning Delivery**

#### **Lease Administration**

**Alan Holmes: 827-38657**

From: Administrative Services Officer Class 4 \$56,879 - \$61,756

Environment and Sustainable Development

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

Environment and Sustainable Development, Canberra (PN. 14598) (Gazetted 8 December 2011)

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

#### **Planning Delivery**

#### **Lease Administration**

**Karen Maree Walker: 791-47717**

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

Environment and Sustainable Development

To: †Administrative Services Officer Class 6 \$68,515 - \$78,705

Environment and Sustainable Development, Canberra (PN. 13575) (Gazetted 8 December 2012)

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

### **Health**

#### **DCE Strategy and Corporate**

#### **Business and Infrastructure**

#### **Food Services**

**Jagoda Balukovski: 795-54195**

From: Health Service Officer Level 3 \$40,734 - \$42,197

Health

To: Health Service Officer Level 4 \$42,125 - \$43,813

Health, Canberra (PN. 23294) (Gazetted 13 October 2011)

#### **Canberra Hospital and Health Service**

**Allyson Coll: 817-50515**

From: Enrolled Nurse Level 1 \$48,464 - \$51,948

Health

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

Health, Canberra (PN. 25509) (Gazetted 16 June 2011)

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

#### **Child, Youth and Women's Health**

#### **Women and Babies**

**Anne Mallari-Stroud: 821-26706**

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

Health

To: Registered Nurse Level 2 \$75,514 - \$80,184

Health, Canberra (PN. 22460) (Gazetted 12 January 2012)

### **Justice and Community Safety**

#### **ACT Government Solicitor**

#### **Government Law and Litigation**

**Alan Campbell: 827-18605**

From: Legal 1 \$52,575 - \$107,797

Justice and Community Safety

To: †Legal 2 \$113,158 - \$117,809

Justice and Community Safety, Canberra (PN. 28619) (Gazetted 15 June 2011)

**Territory and Municipal Services**

**Land Management and Planning**

**Parks and Conservation Service**

**Joel Daniel Patterson: 741-15011**

From: Ranger 2 \$51,032 - \$55,074

Territory and Municipal Services

To: Senior Park Ranger 3 \$63,440 - \$67,269

Territory and Municipal Services, Canberra (PN: 17880) (Gazetted 10 May 2011)

**Treasury**

**Shared Services**

**Information and Communications Technology**

**Customer Relations/ Education and Training ICT**

**Lauren Marie Jarvis: 785-5792**

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

Treasury

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

Treasury, Canberra (PN. 05087) (Gazetted 13 December 2011)

**Shared Services**

**Information and Communications Technology**

**Business Development/Online Systems Team**

**Janette Luke: 774-25445**

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

Treasury

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

Treasury, Canberra (PN. 05205) (Gazetted 22 December 2011)

**Revenue Management Division**

**Advice and Assessments**

**Sarah Louise Muller: 821-16671**

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

Treasury

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

Treasury, Canberra (PN. 55153) (Gazetted 23 November 2011)

**Shared Services**

**Information and Communications Technology**

**Finance and Accounting**

**Kitt Meih Wong: 817-39260**

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

Treasury

To: †Senior Officer Grade B \$99,033 - \$111,485

Treasury, Canberra (PN. 01573) (Gazetted 21 December 2011)

**CORRIGENDA**

**Health**

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

Amy Clark: 831-24614, Section 68 (1), 13/02/2011

Note: Previous gazette notice was published with the incorrect AGS number.

**Chief Minister and Cabinet**

Senior Officer Grade A \$119,042

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

Note: Correction to the classification