



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 12 May 2016**

## EXECUTIVE NOTICES

### Education

#### **Engagement**

Meredith Whitten – Deputy Director-General, Organisational Integrity (E717) Section 72 of the Public Sector Management Act 1994

### Health

#### **Variation – Transfer**

Judianne Childs – Director, Public Sector Management (E490) Section 80A(1)(a) of the Public Sector Management Act 1994

### ACT Audit Office

#### **Engagement**

Bernard Sheville – Director, Financial Audits (E212) Section 72 of the Public Sector Management Act 1994

### Education

#### **Contract Cessation**

Stephen Gniel – Deputy Director-General (E718) – 26.01.2016

### Chief Minister, Treasury and Economic Development

#### **Variation – Transfer**

Craig Simmons – Director, Access Canberra (E346) Section 80A(1)(a) of the Public Sector Management Act 1994

## VACANCIES

### 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 Trade Skills and Vocational Learning**

##### **Plumbing Department**

##### **Plumbing Department Co-ordinator**

##### **Teacher Level 2 \$97,559, Canberra (PN: 37001)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Canberra Institute of Technology requires an experienced Teacher Level 2 to provide leadership in and management of education and related activities in the CIT Plumbing Department. The incumbent will be required to offer leadership and guidance to support teachers in relation to teaching and learning practices, and to support student progression and provide a quality student experience. The position requires administering of the operational requirements of the Apprenticeship System, User Choice, Australian Quality Authority (ASQA), to ensure contractual obligations of the Registered Training Organisation are met. The applicant will also need to manage the Program Review and Improvement process for the delivery area, and to represent CIT through effective liaison with internal and external stakeholders including partners, industry and the community. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Mandatory qualifications and/or registrations/licensing: Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013-2017, sub-clause 40. Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or its successor). Industry Experience: All teachers at Teacher Level 1 or 2 are required to have relevant industry experience and vocational qualifications

equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Licenses and Registrations: Construction Occupations licence – Plumber, Drainer, Gasfitter. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: This is a temporary position available for a period of 12 months with the possibility of extension up to five years.

Contact Officer: Adrian Clarke (02) 6205 2280 [adrian.clarke@cit.edu.au](mailto:adrian.clarke@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.

### **Trade Skills and Vocational Learning**

#### **Plumbing**

#### **Storeman**

#### **General Service Officer Level 3 \$45,705 - \$47,407, Canberra (PN: 37004)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: Under general direction, assist the operations of a store within the Plumbing Department. This includes participation in stocktake, identify stores received, check against receipt documentation and acquit - referring complicated cases and discrepancies to the workshop supervisor. Prepare stores for classroom projects and recover material on completion of student exercises. Perform tasks associated with stores issue e.g. identify and select stores, issue stores with guidelines and ensure correct authorisation. Maintain tools and equipment used for training in safe working condition and replace or repair damaged items. Contribute to safe custody of resources and security of storerooms and workshop environments. Contribute to safe working conditions within the work environment. Other duties in line with this position as directed by the Head of Department. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Current driver's licence. Current High Risk Licence for the operation of a forklift desirable.

Note: This is a temporary position available for a period of 12 months with the possibility of extension up to five years.

Contact Officer: Adrian Clarke (02) 6205 2280 [adrian.clarke@cit.edu.au](mailto:adrian.clarke@cit.edu.au)

### **Capital Metro**

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

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

#### **Planning, Design and Procurement**

#### **Contract Management Office**

#### **Director, Contract Management Office**

#### **Executive Level 1.3 \$218,514 - \$228,851 depending on current superannuation arrangements, Canberra (PN: E866)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Capital Metro Agency (CMA) leads the whole of government efforts in delivering the Capital Metro Project and is responsible for the design, procurement and delivery of a 12km light rail service between Gungahlin and the City.

Reporting to the Project Director, the Director Contract Management will work closely with the Director-General and other members of the executive to manage project governance and reporting, contract management, commercial matters, and project controls.

Key responsibilities of the Director, Contract Management will include reporting on the status of project governance processes and project status, informing advisors and CMA staff of project guidance requirements,

reporting on risk and change issues, ensuring compliance with risk mitigation plans, ensuring Territory stakeholder compliance with contractual obligations and advising the Project Team on commercial and contract matters.

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

ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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

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

Contact Officer: Duncan Edghill (02) 6205 3842 duncan.edghill@act.gov.au

## **Planning, Design and Procurement**

### **Engineering**

#### **Director, Engineering**

#### **Executive Level 1.3 \$218,514 - \$228,851 depending on current superannuation arrangements, Canberra (PN: E865)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Capital Metro Agency (CMA) leads the whole of government effort in delivering the Capital Metro project and is responsible for the design, procurement and delivery of a 12km light rail service between Gungahlin and the City.

Reporting to the Project Director, the Director, Engineering will work closely with the Independent Certifier, CMA and other ACTPS executives, Project Board, and key stakeholders to lead the Engineering branch and the technical review process for the Capital Metro project.

Key responsibilities of the Director, Engineering will include, but are not limited to, advising the Project Director and other stakeholders on design, planning and approval matters, facilitating the planning and related approvals processes, performing design and engineering risk assessments, and assisting in the development of procurement documentation and in the conduct of procurement processes.

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

ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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

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

Contact Officer: Duncan Edghill (02) 6205 3842 duncan.edghill@act.gov.au

## **Planning, Design and Procurement**

### **Construction**

#### **Director, Construction**

#### **Executive Level 1.3 \$218,514 - \$228,851 depending on current superannuation arrangements, Canberra (PN: E864)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Capital Metro Agency (CMA) leads the whole of government effort in delivering the Capital Metro project and is responsible for the design, procurement and delivery of a 12km light rail service between Gungahlin and the City.

Reporting to the Project Director, the Director, Construction will liaise closely with the Independent Certified (IC) and CMA and other ACTPS Executive to provide leadership on the management and implementation of the delivery of the Capital Metro project.

Key responsibilities of the Director, Construction will include, but are not limited to managing and monitoring day to day construction operations, assisting in the resolution of site issues, developing contingency and mitigation strategies to minimise construction risks, providing advice on technical issues associated with construction and contract claims and modifications, and upholding safety requirements and legislation across all construction areas.

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

ACTPS Executive salaries will increase by 2.5% effective 1 July 2016.

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

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

Contact Officer: Duncan Edghill (02) 6205 3842 duncan.edghill@act.gov.au

**Planning, Design and Procurement**

**Contract Management Office**

**Project Scheduler**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 37016)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

Details: The Capital Metro Agency is responsible for the ongoing planning, design and procurement of a light rail service between Gungahlin and the City. The Contract Management Office is a function of the Planning, Design and Delivery branch and is responsible for project procurement, cost management, risk, issues and change management, master program management, information management, project reporting and other aspects of the project. Reporting to the Senior Manager, Project Controls, the duties of the Project Scheduler will include, but are not limited to, managing and updating the master schedule to reflect the current status of delivery activities, analysis and reporting on schedule milestones, analysis and advice on schedule impacts to risks, issues and changes, and assisting in the development of scheduling processes within the Agency.

Contact Officer: Helen Guo (02) 6207 5920 helen.guo@act.gov.au

**Planning, Design and Procurement**

**Contract Management Office**

**Senior Project Controls Officer**

**Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 37015)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: The Capital Metro Agency is responsible for the ongoing planning, design and procurement of a light rail service between Gungahlin and the City. The Contract Management Office is a function of the Planning, Design and Delivery branch and is responsible for project procurement, cost management, risk, issues and change management, master program management, information management, project reporting and other aspects of the project. Reporting to the Senior Manager, Project Controls, the duties of the Senior Project Controls Officer will include, but are not limited to, assisting with the development of project management documentation, drafting and coordination of project reports, assisting in maintaining the document management and information management systems, and maintaining the MS Access/Excel project controls database.

Contact Officer: Helen Guo (02) 6207 5920 helen.guo@act.gov.au

**Chief Minister, Treasury and Economic Development**

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**Chief Minister**

**Office of the Chief Digital Officer**

**iConnect**

**Test Manager**

**Senior Officer Grade A \$133,383, Canberra (PN: 36893)**

Gazetted: 18 May 2016

Closing Date: 25 May 2016

Details: Experienced, innovative, energetic and flexible Test Manager to work in Agile environment transforming Government services to citizens.

Notes: This is a temporary position available from 30 May 2016 until 28 April 2017.

Contact Officer: Sim Prescott 0426 005 876 sim.prescott@act.gov.au

**Procurement and Capital Works**

**Infrastructure Procurement**

**Project Manager, Infrastructure Procurement**

**Infrastructure Officer 3 \$97,740 - \$107,293, Canberra (PN: 24789, several)**

Gazetted: 18 May 2016

Closing Date: 3 June 2016

Details: Procurement and Capital Works is seeking a number of excellent and experienced capital works Project Managers to deliver a range of design and construction projects on behalf of ACT Government Directorates and agencies. We are interested in hearing from you if you have: experience in delivering complex construction projects; sound communication skills and the ability to interact effectively with a range of stakeholders, including other Government agencies and suppliers; tactical and analytical skills, and the ability to work as part of a team to deliver multiple capital works projects; and demonstrated understanding of risk management.

Eligibility/Other Requirements: A degree in Architecture, Landscape Architecture, Engineering, Project Management or other Construction-related tertiary qualification, or senior-level experience in the construction industry, is essential.

Note: This is a temporary position available for a period of up to five years with the possibility of permanency. The commencing salary will depend on the skills and experience of the successful applicant.

Contact Officer: Jan Pearse (02) 6207 2625 jan.pearse@act.gov.au

**Workplace Safety and Industrial Relations**

**Workplace Injury Performance**

**Senior Policy Officer**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 36328)**

Gazetted: 17 May 2016

Closing Date: 1 June 2016

Details: The Workplace Safety and Industrial Relations Division of the Chief Minister, Treasury and Economic Development Directorate are seeking an experienced Senior Policy Officer. The role has responsibility for coordinating and implementing workplace focused activities under the ACT Government's Healthy Weight Initiative; and contributing to policies and initiatives to improve health, safety and rehabilitation outcomes for workers in the ACT Public Sector. The successful applicant will have experience developing and implementing policies/initiatives related to: health and wellness in a workplace setting; and/or return to work following injury/illness.

Eligibility/Other Requirements: Tertiary qualifications in an area related to work health and/or workplace rehabilitation are desirable.

Note: This is a temporary position available until 31 January 2017 with possibility of extension.

Contact Officer: Kate O'Sullivan (02) 6207 8794 kate.o'sullivan@act.gov.au

**Shared Services**

**Shared Services ICT**

**Business Application Management/Education ICT**

**Assistant Manager**

**Senior Information Technology Officer Grade C \$97,514 - \$104,967, Canberra (PN: 17954)**

Gazetted: 18 May 2016

Closing Date: 1 June 2016

Details: Under limited direction participate in planning and management of Information and Communication Technology (ICT) services for the Education Directorate.

Note: This is a temporary position available until 30 June 2017 with the possibility of extension.

Contact Officer: Mamun Khandakar (02) 6207 4757 Mamun.Khandakar@act.gov.au

**Procurement and Capital Works**

**Infrastructure Procurement**

**Project Officer, Infrastructure Procurement**

**Infrastructure Officer 2 \$77,574 - \$89,249, Canberra (PN: 26169, several)**

Gazetted: 18 May 2016

Closing Date: 3 June 2016

Details: Procurement and Capital Works is seeking a number of excellent and experienced capital works Project Managers to contribute to the delivery of a range of design and construction projects on behalf of ACT Government Directorates and agencies. We are interested in hearing from you if you have: experience in project, contract and financial management of medium risk construction projects; sound communication and liaison skills and the ability to interact effectively with a range of stakeholders, including other Government agencies and suppliers; ability to review technical specifications, financial reports and briefs, and technical content of submissions; and an understanding of risk management.

Eligibility/Other Requirements: A degree in Architecture, Landscape Architecture, Engineering, Project Management or other Construction-related tertiary qualification, or senior-level experience in the construction industry, is essential.

Note: This is a temporary position available for a period of up to five years with the possibility of permanency. The commencing salary will depend on the skills and experience of the successful applicant.

Contact Officer: Jan Pearse (02) 6207 2625 jan.pearse@act.gov.au

### **Arts, Business, Events, Sport and Tourism**

#### **Innovation, Trade and Investment**

#### **Skills Canberra/Engagement and Client Services**

#### **Field Officer Team Leader**

#### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 25196)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

Details: Skills Canberra is seeking a Field Officer Team Leader. The successful applicant will have expertise in personnel management, leading a team, meeting deadlines and consistently providing excellent customer service in a high pressure and constantly changing environment. The successful applicant will have high level interpersonal skills including oral and written communication, and the proven ability to analyse and resolve matters of a sensitive and confidential nature, including communicating with VET stakeholders, and related agencies.

Eligibility/Other Requirements: The applicant must hold a current driver's licence.

Note: This is a temporary position available until 30 June 2017 with the possibility of extension. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Natascha Schwartz (02) 6207 6048 natascha.schwartz@act.gov.au

### **Communications**

#### **Online Services**

#### **Communications Officer, Online Services**

#### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 35404)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: An opportunity exists for a motivated team member with high order interpersonal negotiation and communication skills to work in a complex and fast paced dynamic work environment. The Online Service Team within the Communications Division is responsible for leading digital communications and community engagement capability and capacity within the directorate and across the ACTPS. It is also responsible for the delivery of the Directorate's digital and traditional communications products, and providing communications teams across government with strategy, web governance and WCAG2.0 accessibility training opportunities. We're looking for someone with initiative, sound judgement and proven experience in website management.

Eligibility/Other Requirements: Proficiency with HTML, Squiz Matrix or other Content Management Systems is required. Experience with SharePoint would be an advantage.

Contact Officer: Rohan Whitmore (02) 6205 9523 rohan.whitmore@act.gov.au

### **Land Development and Corporate**

#### **Public Housing Renewal Taskforce**

#### **Governance and Community**

#### **Tenancy Relocation Officer**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 37037)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

Details: The Public Housing Renewal Taskforce is looking for a motivated and capable individual to support public housing tenants in relocating as part of the public housing renewal program. The Taskforce offers a supportive and flexible working environment, and is responsible for delivering the high profile program in conjunction with other agencies. Candidates should be able to demonstrate effective communication skills and the ability to develop and maintain collaborative working relationships with other agencies. We are looking for someone with experience working with clients with complex needs and the ability to work both independently and as part of a team. The successful applicant will be expected to work closely with public housing tenants and participate in tenant engagement activities.

Eligibility/Other Requirements: Current driver's licence is required.

Notes: This is a temporary position available until 30 June 2019. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required.

For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Rachel Schumann (02) 6207 0718 [rachel.schumann@act.gov.au](mailto:rachel.schumann@act.gov.au)

**Sales, Marketing and Property Management**

**Sales, Marketing and Land Management**

**Marketing and Community Development**

**Creative Services/Graphic Designer**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 11273)**

Gazetted: 16 May 2016

Closing Date: 1 June 2016

Details: The Land Development Agency (LDA) is seeking a talented Creative Services/Graphic Designer to contribute to design and digital activities for sales, marketing and community development campaigns. The role will be required to coordinate design, layout, typography and imagery for print and digital publications across multiple projects. There are opportunities for innovation and creativity to maximise sales enquiries and customer engagement. A key deliverable for campaigns includes targeted digital marketing activities including social media. The role works in a fast-paced team environment with a focus on sales results, customer/resident communications and brand management. Experience in design and digital programs is essential - Adobe Creative Suite including Photoshop, Illustrator, InDesign, Adobe Acrobat, Adobe Pro, CSS and knowledge of Content Management Systems. We are looking for a dynamic, dedicated, flexible team player who is passionate about design and digital communications and has strong attention to detail.

Eligibility/Other Requirements: Qualifications in Graphic Design, Multimedia or a related discipline. Desirable: Experience in the use of a website content management system.

Note: This position commences 1 July 2016. Selection may be based on application and referee reports only.

Contact Officer: Jody Gleeson (02) 6205 1876 [jody.gleeson@act.gov.au](mailto:jody.gleeson@act.gov.au)

**Shared Services**

**Shared Services Information and Communication Technology (ICT)**

**Various**

**Inclusion Information Communications Technology Trainee**

**Information Communications Technology Trainee \$45,707, Canberra (PN: 33383, several)**

Gazetted: 17 May 2016

Closing Date: 25 May 2016

Details: Shared Services Information and Communication Technology (ICT) is a part of the Chief Minister, Treasury and Economic Development Directorate within the ACT Public Service and manages many of the whole-of-government ICT business systems, as well as controlling critical ICT infrastructure on behalf of the ACT Government.

The Shared Services ICT Inclusion Traineeship Program aims to attract, develop ICT knowledge and competencies and retain the best performers at the end of the Traineeship Program through merit based entry level recruitment. The target audience will be mainly young school leavers.

The ICT Inclusion Traineeship Program will:



- help you establish a career as an ICT professional;
- help you to obtain a Certificate IV and Diploma in an ICT specialist stream. These are nationally accredited qualifications in ICT;
- provide great working conditions and exciting places to work as Shared Services ICT is one of the largest and most diverse ICT work environments in Australia;
- provide access to online learning and industry courses; and
- help you gain experience in the latest industry practices and whole of government ICT functions.

Eligibility/Other Requirements: The positions will be 'identified' People with Autism Spectrum Disorder (ASD) positions (that is, only those applicants who have identified as having ASD may be appointed to that position). Applicants must be an Australian citizen, hold Australian permanent residency status or be a New Zealand citizen who resides in Australia and who holds a Special Category temporary residence visa (SCV).

Note: These positions are available for long term temporary employment for a period of up to three years with the possibility of permanent employment after the successful completion of the Certificate IV and Diploma and satisfactory work performance throughout the Traineeship.

There will be a work assessment activity in addition to interview.

Key Elements of the Traineeship Program

The Traineeship Program is competency based by formal training and on the job development program:

Formal training requirements: The formal educational component will be delivered by a Registered Training Organisation. During the competency based training program ICT trainees will undertake a Certificate IV and then a Diploma in an ICT specialist stream, including ICT fundamentals. Trainees will be required to attend classes to complete their formal training and apply their learning and knowledge on the job as they progress with their training.

On the job activities: The activities will be task focused and designed to maximise the application of the formal learning on the job as described in the Trainee's Position Description plus regular performance reviews and feedback.

Contact Information

If you need more information or a need for a specific inquiry please contact:

Technical inquiries:

Mick Kegel, Director, Technical Services, Shared Services ICT

Phone: (02) 6205 3531

Email: mick.kegel@act.gov.au

Other inquiries:

William Towler, Employment Inclusion Manager

Phone: (02) 6205 3629

Email: william.towler@act.gov.au

Reika Cunningham, HR Advisor, Strategic HR and Corporate

Phone: (02) 6207 9876

Email: SSICTTrainees@act.gov.au

## **Community Services**

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

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

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

#### **Child and Youth Protection Services**

##### **Practice**

##### **Practice Leader**

**Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 33994)**

Gazetted: 12 May 2016

Closing Date: 26 May 2016

Details: The Health Professional Level 4 Practice Leader is an enabling role that operates at both a strategic and operational level. The role allows for the identification of best practice and opportunities for improvement in practice and policy across Child and Youth Protection Services (CYPs). The Practice Leader is expected to use that

information to continuously improve staff development and make recommendations to others in relation to policy, practice or team management.

Eligibility/Other Requirements: Essential qualifications and experience: Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline. At least five years experience in Human Services fields. Current driver's licence. Desirable qualifications and experience: Relevant tertiary qualifications in adult learning and development e.g. Certificate IV in Training and Assessment.

Notes: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Maria Kanellopoulos (02) 6207 6968 maria.kanellopoulos@act.gov.au

## **Disability ACT**

### **Child Development Service**

#### **Occupational Therapist**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 36144, several)**

Gazetted: 17 May 2016

Closing Date: 24 May 2016

Details: The Child Development Service focuses on identifying developmental delays for children 0-6 years; children 7-8 years with complex needs who have not had a previous diagnosis and autism assessment to age 12 years. The occupational therapists in these positions will provide clinical services within a community based, multidisciplinary team within the Child Development Service. The successful staff member will provide assessments or screen children to identify those at risk of developmental delay, support their movement through the service system; provide advice and expertise in clinical decision making to plan service delivery, interventions and policy development. Health Professionals at this level are expected to exercise independent professional judgement required in solving problems and managing cases where principles, procedures, techniques and methods require expansion, adaptation or modification. Work at this level may include professional supervision of HP Level1/2 staff, Allied Health Assistants and Undergraduates. Professionals at this level may also be required to coach/direct HP Level 1 and HP Level 2 staff and/or Allied Health Assistants with respect to the professional work performed by the organisational unit.

Eligibility/Other Requirements: Essential: Tertiary qualification in Occupational Therapy; at least three years recent practice experience working with children and their carers; current registration with Australian Health Practitioner Regulation Agency (AHPRA) and have current driver's licence.

Note: This is a part-time position up to 33:04 hours per week.

Contact Officer: Tracy Power (02) 6205 1277 tracy.power@act.gov.au

## **Housing and Community Services**

### **Housing ACT**

#### **Operational Services**

##### **Tribunal Advocate**

**Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 05079)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Operational Services Unit is responsible for providing support services for Housing ACT including legal services, managing compensation matters and secretariat services for review mechanisms. The Tribunal Advocate is part of the Operational Services team and is responsible for representing the Commissioner for Housing in matters before the Civil and Administrative Tribunal (ACAT) and other courts or tribunals in accordance with agreed parameters. The Tribunal Advocate is required to liaise with clients and their legal representatives, the Government Solicitor's Office, ACAT and other parties as required and to prepare documentation associated with legal and administrative matters. We are seeking a motivated individual with relevant practical representational experience who can demonstrate that they have highly developed communication, negotiation and liaison skills, the ability to exercise sound judgement and meet tight deadlines.

Eligibility/Other Requirements: Legal or relevant representation experience or qualification desirable. Experience in using a range of IT business and office applications. Current driver's licence.

Notes: Prior to commencing in this role, a current registration issued under the *Working With Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Christopher Adkins (02) 6205 3804 christopher.adkins@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**

#### **Canberra Theatre Centre**

##### **Marketing**

##### **Assistant Marketing Manager/Media Buyer**

##### **Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 3501)**

Gazetted: 13 May 2016

Closing Date: 20 May 2016

Details: Canberra Theatre Centre is seeking an Assistant Marketing Manager with a focus on media buying to join their team. This is a fast-paced role encompasses all aspects of developing and implementing marketing campaigns for the various productions that present at the theatre. Experience in media buying and marketing live performances is a must.

Eligibility/Other Requirements: Degree or equivalent relevant qualification in marketing is desirable.

Note: Applicants must provide a written statement addressing the selection criteria. This position is a one year temporary contract with the possibility of ongoing employment. Selection may be based on applications and referees reports only.

Contact Officer: Suzanne Hannema (02) 6243 5706 suzanne.hannema@act.gov.au

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

#### **Canberra Theatre Centre**

##### **Marketing**

##### **Marketing Coordinator**

##### **Administrative Services Officer Class 3 \$58,278- \$62,720, Canberra (PN: 55255)**

Gazetted: 13 May 2016

Closing Date: 20 May 2016

Details: Canberra Theatre Centre is seeking a Marketing Coordinator to join their fast-paced team. You will create and manage all social media campaigns for the various productions that present at the theatre. You also will be responsible for creating video content for our in-venue signage screens. Video editing and photography skills a plus. Experience in live performance marketing preferred.

Eligibility/Other Requirements: Degree or equivalent qualification in marketing is highly desirable. Knowledge of ticketing systems and bulk email systems is also desirable.

Note: Applicants must provide a written statement addressing the selection criteria. This position is a one year temporary contract with the possibility of a two year extension. Selection may be based on applications and referees reports only.

Contact Officer: Suzanne Hannema (02) 6243 5706 suzanne.hannema@act.gov.au

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

### **Director of Public Prosecutions**

**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)**

#### **Director of Public Prosecutions**

##### **Prosecutor Grade 2**

**Prosecutor Grade 2 \$90,271 - \$109,839, Canberra (PN: 43786, several)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Office of the Director of Public Prosecutions is the independent prosecution authority of the Australian Capital Territory. It comprises the Director of Public Prosecutions, an independent statutory officer, and staff employed under the *Public Sector Management Act 1994*, to assist the Director. The duties of the position include to prosecute summary hearings; appear in mention lists in the Magistrate's Court and Children's Court; act as instructing solicitor in trials in the Supreme Court; and appear in coronial inquest.

Eligibility/Other Requirements: Applicants will either be admitted or eligible to practice as a Barrister and or Solicitor in the ACT. The successful applicant will be required to undergo a criminal record check.

Contact Officer: Mercy Wilkie (02) 6207 5399 mercy.wilkie@act.gov.au

**Witness Liaison Officer**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 03469)**

Gazetted: 12 May 2016

Closing Date: 27 May 2016

Details: The role of the Witness Liaison Officer is to act as a bridge between vulnerable witnesses and their family members on the one hand, and Prosecutors on the other. The role provides support and information to vulnerable witnesses to ensure they are able to understand, and fully participate in, court proceedings. Witness Liaison Officers will also liaise with other agencies to ensure that vulnerable witnesses receive the support they require and the information they need.

Eligibility/Other Requirements: The successful candidate will be required to undergo a criminal record check.

Notes: Prior to commencing in this role, a current registration issued under the *Working With Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Emma Flukes (02) 6207 5399 emma.flukes@act.gov.au

**Director of Public Prosecutions**

**Prosecutor Grade 1**

**Prosecutor Grade 1 \$70,265 - \$79,696, Canberra (PN: 27949, several)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Office of the Director of Public Prosecutions is the independent prosecution authority of the Australian Capital Territory. It comprises the Director of Public Prosecutions, an independent statutory officer, and staff employed under the *Public Sector Management Act 1994*, to assist the Director. The duties of the position include to prosecute less complex summary hearings; appear in mention lists in the Magistrate's Court and Children's Court; act as instructing solicitor in trials in the Supreme Court; appear in less complex coronial inquests and prepare advices of a routine nature.

Eligibility/Other Requirements: Applicants will either be admitted or eligible to practice as a Barrister and or Solicitor in the ACT. The successful applicant will be required to undergo a criminal record check.

Contact Officer: Emma Flukes (02) 6207 5399 emma.flukes@act.gov.au

**Director of Public Prosecutions**

**Prosecutor Grade 4**

**Prosecutor Grade 4 \$131,948 - \$141,461, Canberra (PN: 43760, several)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Office of the Director of Public Prosecutions is the independent prosecution authority of the Australian Capital Territory. It comprises the Director of Public Prosecutions, an independent statutory officer, and staff employed under the *Public Sector Management Act 1994*, to assist the Director. The duties of the position include; to appear in more complex matters in the Magistrates, Childrens and Coroners Courts and conduct trials sentences and appeals in the Supreme Court; lead and manage a team responsible for the conduct of prosecutions, inquests and other related matters; and act as supervisor and mentor to prosecution staff and give guidance on difficult questions of criminal law and practice.

Eligibility/Other Requirements: Applicants will either be admitted or eligible to practice as a Barrister and or Solicitor in the ACT. The successful applicant will be required to undergo a criminal record check.  
Contact Officer: Shane Drumgold (02) 6207 5399 shane.drumgold@act.gov.au

### **Director of Public Prosecutions**

#### **Prosecutor Grade 3**

**Prosecutor Grade 3 \$114,623 - \$126,748, Canberra (PN: 04155, several)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: The Office of the Director of Public Prosecutions is the independent prosecution authority of the Australian Capital Territory. It comprises the Director of Public Prosecutions, an independent statutory officer, and staff employed under the *Public Sector Management Act 1994*, to assist the Director. The duties of the position include to prosecute more complex summary hearings and committals; appear in mention lists in the Magistrate's Court and Supreme Court; act as instructing solicitor in trials in Supreme Court; prosecute simpler trials, sentencing proceedings and appeals in the Supreme Court; appear in more complex coronial inquests; and mentor junior prosecutors.

Eligibility/Other Requirements: Applicants will either be admitted or eligible to practice as a Barrister and or Solicitor in the ACT. The successful applicant will be required to undergo a criminal record check.

Contact Officer: Margaret Jones (02) 6207 5399 margaret.jones@act.gov.au

### **Education**

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

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

#### **Education Strategy**

##### **Student Engagement**

##### **Network Student Engagement Teams**

##### **Clinical Leader**

**Health Professional Level 4 \$97,514 - \$104,967, Canberra (PN: 37003)**

Gazetted: 13 May 2016

Closing Date: 30 May 2016

Details: The Education Directorate is expanding their Network Student Engagement Teams (NSET) to include Allied Health Professionals. This position is for a Clinical Leader who will be responsible for the clinical supervision of a multidisciplinary Allied Health team (Speech Pathology, Occupational Therapy, Physiotherapy and Allied Health Assistants). This position will have an exciting opportunity to assist with the development of this new NSET function which will facilitate allied health support in the school environment.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy, Physiotherapy, or Speech Pathology. Eligibility for membership or registration with the appropriate professional body. Current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to -

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804). Current driver's licence essential.

Notes: This is a temporary position available for 12 months, with the possibility of extension and permanency.

Contact Officer: Jane ShunWah (02) 6205 3312 or (02) 6207 2232 Jane.shunwah@act.gov.au

#### **Education Strategy**

##### **School Leadership**

##### **Policy Officer**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 09454)**

Gazetted: 18 May 2016

Closing Date: 25 May 2016

Details: A opportunity exists in the School Leadership Area of the Education Strategy Division for a highly motivated, dynamic officer with: sound knowledge and understanding of the operation of Government at local,

state and national levels policy development and project management experience, particularly relating to education effective communication skills demonstrating high level conceptual, analytical, research and problem solving skills, highly developed written communication skills with an ability to prepare a variety of documents for Senior Executive and other key stakeholders, and ability to achieve results and operate in a complex and dynamic environment with minimal supervision, working to tight timeframes.

Eligibility/Other Requirements: Experience in education policy desirable.

Note: Applicants may be considered to fill future vacancies at level over the next 12 months.

Contact Officer: Christine Lucas (02) 6205 8260 [christine.lucas@act.gov.au](mailto:christine.lucas@act.gov.au)

**Organisational Integrity**

**People and Performance**

**Health, Safety and Wellbeing**

**Health, Safety and Wellbeing Adviser**

**Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 08872)**

Gazetted: 17 May 2016

Closing Date: 24 May 2016

Details: The Education Directorate is seeking a dynamic and enthusiastic person to join our Health, Safety and Wellbeing Team in the provision of its support services across our schools and corporate offices. The successful application will assist the Team to provide tailored advice and targeted programs to achieve improved health, wellbeing and safety systems and outcomes across the Directorate. The successful applicant will have the opportunity to be involved in and to lead a diverse range of strategic and operational work health, safety and wellbeing policy and project activities.

Eligibility/Other Requirements: Highly Desirable: Qualifications in workplace health and safety.

Note: Successful applicant may be selected from application and referee reports only.

Contact Officer: David Pitt (02) 6205 1427 [david.pitt@act.gov.au](mailto:david.pitt@act.gov.au)

**Organisational Integrity**

**Office of Deputy Director General**

**Executive Assistant**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 14718)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

Details: An opportunity exists for an enthusiastic person to join the Deputy Director-General, Organisational Integrity's Office. The successful applicant will demonstrate well developed organisational and administrative skills, including sound decision making skills, with the proven ability to work under pressure, prioritise work and meet deadlines under minimal supervision.

Eligibility/Other Requirements: Knowledge of Government functions is desirable. TRIM experience.

Contact Officer: Caitlin McGarvey (02) 6205 2360 [caitlin.mcgarvey@act.gov.au](mailto:caitlin.mcgarvey@act.gov.au)

**Office for School**

**Tuggeranong Network**

**Lake Tuggeranong College**

**Workplace and Community Service Coordinator**

**Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 16995)**

Gazetted: 17 May 2016

Closing Date: 24 May 2016

Details: Lake Tuggeranong College has a temporary vacancy for a highly motivated person to work as the Workplace and Community Service Coordinator. The successful applicant will be required to work collaboratively as part of the Careers team to manage/maintain vocational placements and associated databases, as well as provide careers advice to students in relation to pathways to University/CIT/work options and give course recommendations to achieve outcomes. The successful applicant must have good communications skills and the ability to liaise with all stakeholders.

Eligibility/Other Requirements: Desirable: Certificate VI in Career Development or equivalent.

Mandatory: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Note: This is a temporary position available until December 2016 with the possibility of extension. Selection may be based on application and referee reports only.

Contact Officer: Margaret Price (02) 6142 3665 [margaret.price@ed.act.edu.au](mailto:margaret.price@ed.act.edu.au)

**Office For Schools**

**North/Gungahlin Network**

**Amaroo School**

**Special Education Teacher – Autism Unit**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 12189)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

Details: Amaroo School is seeking a Special Education Teacher to work in our Autism units across Years K to 10. Applicants will need to have experience in working with students with a range of disabilities in a K to 10 setting. Amaroo School has a focus on ICT and knowledge of Google Apps for Education would also be highly valued in potential applicants.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Mandatory: A current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011*. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Notes: This is a temporary position available from 18 July 2016 until 26 January 2017 with the possibility of extension.

Contact Officer: Claire Percival (02) 6142 1271 [claire.percival@ed.act.edu.au](mailto:claire.percival@ed.act.edu.au)

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

**Office For Schools**

**North/Gungahlin Network**

**Amaroo School**

**Dance Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 06807)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

Details: Amaroo School is seeking a specialist Dance Teacher for Years 6 to 10 dance classes, as well as overseeing the Year 9/10 Dancefest Elective. Some PE experience 7 to 10 would be beneficial. Experience in Google Apps for Education would also be highly valued in potential applicants.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Mandatory: A current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011*. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Notes: This is a temporary position available from 25 August 2016 until 18 May 2017 with the possibility of extension.

Contact Officer: Claire Percival (02) 6142 1271 [claire.percival@ed.act.edu.au](mailto:claire.percival@ed.act.edu.au)

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

**Office for Schools**

**North/Gungahlin Network**



**Amaroo School**

**Science/Maths Teacher - Year 9 and 10**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 06797)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

Details: Amaroo School is seeking a Science/Maths Teacher for Years 9 and 10 classes. Experience in working with a numeracy team and in teaching a Gifted and Talented class would be beneficial. Experience in Google Apps for Education would also be highly valued in potential applicants.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Notes: This is a temporary position available from 18 July 2016 until 25 April 2017 with the possibility of extension.

Contact Officer: Claire Percival (02) 6142 1271 [claire.percival@ed.act.edu.au](mailto:claire.percival@ed.act.edu.au)

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

**Office for Schools**

**All School Networks**

**Classroom Teacher Expression of Interest**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: Various\_CT)**

Gazetted: 13 May 2016

Closing Date: 16 December 2016

Details: Applications for Classroom Teacher Expression of Interest employment are welcome throughout the year and can be submitted at anytime during 2016.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Katrina Sheaves (02) 6205 9402 [teachingincanberra@act.gov.au](mailto:teachingincanberra@act.gov.au)

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

**Office for Schools**

**Belconnen Network**

**Canberra High School**

**French Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 18005)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

Details: Canberra High School is Year 7 to 10 School and operates traditional structure. We are seeking a highly motivated and dynamic French Teacher to join our experienced team. Another subject area is highly desirable.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Samara Chisholm (02) 6205 7000 [samara.chisholm@ed.act.edu.au](mailto:samara.chisholm@ed.act.edu.au)

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



**Office For Schools**

**North/Gungahlin Network**

**Amaroo School**

**Art/Technology Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 02845)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

Details: Amaroo School is seeking a specialist Art/Technology Teacher for Years 6 to 10 art classes. Experience in Google Apps for Education would also be highly valued in potential applicants.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Notes: This is a temporary position available from 18 July 2016 until 23 September 2016 with the possibility of extension.

Contact Officer: Claire Percival (02) 6142 1271 [claire.percival@ed.act.edu.au](mailto:claire.percival@ed.act.edu.au)

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

**Office for Schools**

**South/Weston Network**

**Red Hill Primary School**

**Classroom Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 07637)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

Details: Red Hill Primary is an International Baccalaureate Primary Years Program (PYP) school, with an enrolment of approximately 715 students (P to 6). We are seeking a highly motivated K to 6 Primary Classroom Teacher to join our school team. The successful candidate will need to demonstrate experience in, and commitment to, an inquiry based curriculum and a willingness and capacity to work in a highly collaborative learning environment. The successful officer should also have strong communication skills and high level expertise in the teaching of literacy and numeracy. Experience in the International Baccalaureate Program is desirable but not mandatory.

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Note: This is a temporary position available from 1 August 2016 until 26 January 2017 with the possibility of extension and/or permanency.

Contact Officer: Louise Owens (02) 6205 7144 [louise.owens@ed.act.edu.au](mailto:louise.owens@ed.act.edu.au)

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

**Office for Schools**

**Belconnen Network**

**Miles Franklin Primary School**

**Classroom Teacher**

**Classroom Teacher \$60,687 - \$95,935, Canberra (PN: 33492)**

Gazetted: 17 May 2016

Closing Date: 24 May 2016

Details: An opportunity exists for a Classroom Teacher to work in an authorised International Baccalaureate (IB) World School delivering the Primary Years Programme (PYP). We have excellent ICT resources, our teams plan and work collaboratively (all straight-age classes) and we are a restorative practices school. There is a strong emphasis on Literacy, Numeracy and the Arts and we are supported comprehensively by our parent community each year.

Eligibility/Other Requirements: A minimum of four years full-time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification. Current teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). Mandatory: A current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011*. For further information on Working with Vulnerable People registration refer to [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Notes: This is a temporary position in a Year Two class available until 26 January 2017.

Contact Officer: Chris Jones (02) 6205 7533 [chris.jones@ed.act.edu.au](mailto:chris.jones@ed.act.edu.au)

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

**Office for Schools**

**Tuggeranong Network**

**Gilmore Primary School**

**Principal**

**School Leader A \$141,588 - \$170,010, Canberra (PN: 01811)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

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

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Kerrie Heath (02) 6205 5428 [kerrie.heath@act.gov.au](mailto:kerrie.heath@act.gov.au)

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

**Office for Schools**

**Tuggeranong Network**

**Gordon Primary School**

**Executive Teacher**

**School Leader C \$110,720, Canberra (PN: 03744)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

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

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Contact Officer: Murray Bruce (02) 6205 5955 [murray.bruce@ed.act.edu.au](mailto:murray.bruce@ed.act.edu.au)

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

**Office for Schools**

**Belconnen Network**

**Giralang Primary School**

**Executive Teacher**

**School Leader C \$110,720, Canberra (PN: 35617)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

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

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

[https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804).

Contact Officer: Belinda Love (02) 6205 5866 [belinda.love@ed.act.edu.au](mailto:belinda.love@ed.act.edu.au)

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

**Environment and Planning**

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

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

**Planning Delivery**

**Development Assessment**

**Development Assessment Officer**

**Administrative Services Officer Class 4 \$64,700 - \$70,057, Canberra (PN: 15952)**

Gazetted: 17 May 2016

Closing Date: 24 May 2016

Details: We are looking for an enthusiastic person to be part of an effective and positive team responsible for development application advice and assessment under the *Planning and Development Act 2007*. The position involves interpreting planning legislation and following internal policies and procedures, providing development advice over the phone and counter, attending meetings and preparing development application assessments and recommendations on approval/refusal. An understanding of, or willingness to learn about, the Crown Leasehold system would also be an advantage. The Officer will work to a Senior Officer in the team and is expected to contribute to a positive team culture, be flexible in responding to work requests and work well in a team. The successful candidate will have well developed customer service and written skills.

Eligibility/Other Requirements: Qualifications, experience and/or undertaking a qualification in Urban Planning, Architecture, Landscape Architecture, Urban Design or Law would be an advantage.

Note: This is a temporary position available until 31 January 2017 with the possibility of extension and/or permanency from this process.

Contact Officer: Lisa Van Vucht (02) 6205 5187 [lisa.vanvucht@act.gov.au](mailto:lisa.vanvucht@act.gov.au)

**Health**

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

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

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

**Canberra Hospital and Health Services**

## Medicine

### Gastroenterology and Hepatology

#### Clinical Nurse Consultant - Inflammatory Bowel Disease

#### Registered Nurse Level 3.1 \$98,207 - \$102,249, Canberra (PN: 31681)

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: Applications are invited from suitably qualified registered nurses who wish to lead the Inflammatory Bowel Disease (IBD) nursing team. The IBD CNC is responsible for the operational management within the outpatient environment for patients with IBD and reports to the CNC of the Gastroenterology and Hepatology Unit. We are looking for an enthusiastic registered nurse who has demonstrated experience in the specialty field of IBD nursing and high level leadership and management skills. Interested Nurses are encouraged to speak with the Contact Officer to discuss this position.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. It is desirable that the successful applicant holds or is working towards relevant tertiary qualifications.

Notes: The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the selection criteria and upload this as part of your application. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits. ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>. Relocation allowance is available to assist with relocation of successful candidates to Canberra.

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Contact Officer: Sharon Chambers (02) 6244 3488 sharon.chambers@act.gov.au

## Canberra Hospital and Health Services

### HealthCARE Improvement

#### Senior Policy Officer

#### Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 11183)

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: The HealthCARE Improvement Division is seeking someone with excellent communication, analytical and writing skills, with experience in drafting and reviewing policy documents to join the Policy Team. The Policy team facilitates clinical and operational policy development across Canberra Hospital and Health Services in accordance with governance processes. This role will work closely across teams within the HealthCARE Improvement Division, other Canberra Hospital and Health Services and ACT Health Divisions, other government departments and consumer organisations, as appropriate. Working within this team environment, you will be required to work independently and consult with relevant stakeholders on policy documents and governance processes, including the delivery of education.

Eligibility/Other Requirements: Desirable: Knowledge, acquired either through formal studies or work experience in relation to policy governance and development, as applied to the health setting.

Notes: To be considered for the position you must address all the Selection Criteria and submit a CV, including names and contact details for two professional referees, one of which must be your current or recent supervisor. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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Contact Officer: Josephine Smith (02) 6174 7935 [josephine.smith@act.gov.au](mailto:josephine.smith@act.gov.au)

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

#### **Acute Support Services**

#### **Physiotherapy**

#### **Cardiorespiratory Physiotherapist**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 20647)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: Acute Support Services, Physiotherapy is seeking a suitably qualified Physiotherapist to fill a vacancy in our Cardiorespiratory team at the Canberra Hospital.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Degree or Diploma in Physiotherapy or equivalent qualifications. Current driver's licence. At least three years work experience is desirable.

Note: This is a temporary position available for a period available for six months with the possibility of extension. You will be required to participate in an overtime roster. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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Contact Officer: Kerry Boyd (02) 6244 2670 [kerry.boyd@act.gov.au](mailto:kerry.boyd@act.gov.au)

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

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

#### **Mental Health Services**

#### **Senior Allied Health Professional**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 17591)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: ACT Health is a Values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. The core values of Care, Excellence, Collaboration and Integrity were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services. Overview of the work area and position: This Senior Allied Health position is based in the Older Persons Mental Health Community Team and works within a case/clinical management model. Older Persons Mental Health Community Team provides specialist mental health assessment and treatment for people over the age of 65 in the ACT.

Eligibility/Other Requirements: Mandatory Current driver's licence. Social Work: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work. Or Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy and registered with Australian Health Practitioners Regulation Agency (AHPRA), eligible for professional membership of Occupational Therapy Australia. Or Psychology: General Psychology registration with AHPRA.

Note: This is a temporary position available for 12 months. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the Selection Criteria as a document to be uploaded and included with your application. Please note prior to commencement successful candidates will be required to: undergo a pre-employment Police check. ACT Health is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. ACT Health is a smoke free environment, across all buildings, grounds and vehicles. ACT Government employees enjoy excellent employment conditions. More Information is available at: <http://health.act.gov.au/employment/enterprise-agreements/>. ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits. Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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Contact Officer: Kylie Henson (02) 6205 1957 [kylie.henson@act.gov.au](mailto:kylie.henson@act.gov.au)

**Canberra Hospital and Health Services**

**Medicine**

**Infectious Diseases**

**Antimicrobial Stewardship Pharmacist**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 22923)**

Gazetted: 19 May 2016

Closing Date: 2 June 2016



Details: The Canberra Hospital and Health Services (CHHS) Pharmacy Department have a dynamic, talented team of over 60 Pharmacists. The department provides a range of clinical services to inpatients and outpatients including a number of specialised services. In addition, the Quality Use of Medicines, Research and Education team offer services to support the safe and quality use of medicines across Canberra Hospital and Health Services. An exciting opportunity exists to join the Pharmacy team as the Antimicrobial Stewardship Pharmacist.

Eligibility/Other Requirements: Appropriate Pharmacist qualifications and eligibility for registration as a pharmacist with the Pharmacy Board of Australia. A minimum of three years experience as a registered pharmacist, preferably in the hospital setting. Project management or research experience highly desirable. Post-graduate qualifications in a field related to the position highly desirable.

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

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Contact Officer: Daniel Lalor (02) 6244 2121 [daniel.lalor@act.gov.au](mailto:daniel.lalor@act.gov.au)

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

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

#### **Alcohol and Drug Program**

#### **Counsellor**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 28449)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: The Alcohol and Drug Service is a multidisciplinary service within the ACT Health providing a range of specialist services for people affected by alcohol and other drug use. The Counselling and Treatment Service (CTS), Alcohol and Drug Service is a part of Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS), which is a contemporary, evidence based service providing high quality care, guided by principles of harm minimisation. CTS is a free outpatient government service that provides central telephone intake assessment services for all programs offered by Alcohol and Drug Services as well as information and referral to other local and interstate alcohol and other drug treatment services. The core business of CTS is the provision of counselling, psychotherapy and a range of psycho educational and therapeutic groups. Services are offered to people from 12 years throughout the lifespan, with hazardous or harmful alcohol and other drug use as well as substance abuse and substance disorders. CTS also offers treatment for a range of psychosocial problems that either result in or derive from the presenting substance use difficulties. Brief interventions are available for people affected by the substance use of a loved one. CTS utilises a client-centred, stepped, integrated model of treatment. In offering client centred care, clinicians work collaboratively with clients in such a way that respects their experience, expertise, perceptions and goals. Client centred care appreciates that clients have the right to set their own goals, draw their own conclusions and make their own choices about treatment. CTS is a multi skilled team of health professionals and services are provided to the community both within community health centres and custodial environments. This role is a mandatory qualified position and will require recent demonstrated experience in the provision of comprehensive assessments, counselling and group work to adults. Training and experience in providing Dialectical Behaviour Therapy (DBT) counselling and facilitating DBT groups would be an advantage. All team members are required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Previous clinical experience is essential. Preparedness to attain alcohol and other drug competencies as required by the Minimum Qualifications Strategy. Current driver's licence. Mandatory Qualifications: For Social Work: Tertiary qualification in Social Work; Eligibility for membership of the Australian Association of Social Workers. For Psychology: A minimum of a 4- or 5- year accredited tertiary sequence of study in Psychology followed by a one or two year Board approved internship (i.e. 4+2 or 5+1); General Psychology registration with the Psychology Board of Australia (AHPRA); Psychology Board of Australia approved Principal and Secondary supervisor for 4+2 Internship and 5+1 program. For Counselling: Eligible qualification pathways: Pathway 1: Minimum five-year full-time (or part-time equivalent) sequence of study made up of:

(i) Minimum three-year undergraduate Bachelor-level accredited degree in a health-related discipline (psychology, social work, occupational therapy or other discipline considered relevant)

AND

(ii) Minimum two-year full-time (or part-time equivalent) post-graduate study in counselling via a Psychotherapy and Counselling Federation of Australia (PACFA) or Australian Counselling Association (ACA) accredited course; OR

(iii) Three-year part-time Australian and New Zealand Association of Psychotherapy (ANZAP) training in the Conversational Model.

Pathway 2: Minimum three-year undergraduate Bachelor of Counselling degree via a PACFA or ACA accredited course

AND

(i) Minimum one-year full-time (or part-time equivalent) post-graduate study in counselling via a PACFA or ACA accredited course

OR

(ii) Three-year part-time ANZAP training in the Conversational Model.

Demonstrated evidence of eligibility for listing on the Australian Register of Counsellors and Psychotherapists (ARCAP) as either a Division A PACFA minimum Clinical Registrant or Division B ACA minimum Level 3.

Prior to commencement successful candidates will be required to have a current registration issued under the ACT *Working with Vulnerable People Act 2011*; and undergo a pre-employment Police check.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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Contact Officer: Carmel McBride (02) 6205 1609 [carmel.mcbride@act.gov.au](mailto:carmel.mcbride@act.gov.au)

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

**Senior Occupational Therapist**

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade), Canberra (PN: 18137)**

Gazetted: 19 May 2016

Closing Date: 2 June 2016



Details: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Rehabilitation, Aged and Community Care (RACC) Division provides integrated services in the areas of rehabilitation, aged care and community care in a broad range of sites throughout the ACT, including hospitals, community health centres and the homes of clients. Overview of the work area and position: The Vocational Assessment and Rehabilitation Service (VARs) provides assessment, intervention and support for people who have had a recent change in function and would like to return to their previous employment, need to consider new or altered employment, would like to commence or return to study or wish to find new interests to replace work, such as volunteer work. Eligible clients will have a background of neurological event or condition and/or pain related changes in function. The successful applicants will provide assessment and clinical intervention and support to facilitate positive client outcomes.

VARs operates within the Rehabilitation and Aged Care Occupational Therapy team. Successful applicants will have support from an experienced team of clinicians and direct clinical supervision from the Occupational Therapy Manager. Potential applicants are encouraged to contact the Contact Officer to discuss the position.

Eligibility/Other Requirements: Mandatory: Degree in Occupational Therapy, Registration with Occupational Therapy Board of Australia, Current Driver's licence. Desirable: Experience working in rehabilitation frameworks.

Note: Two part-time positions are available, at 22:03 and 18:22 hours per week. The first ranked applicant will be provided with the opportunity to select their preferred full-time equivalent.

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

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Contact Officer: Nicole Usher (02) 6244 3286 [nicole.usher@act.gov.au](mailto:nicole.usher@act.gov.au)

## **Strategy and Corporate**

### **E-Health and Clinical Records**

#### **HD Funded Capital Projects**

##### **Project Officer**

#### **Administrative Services Officer Class 6 \$77,482 - \$88,676, Canberra (PN: 36972)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: The Division of Cancer, Ambulatory and Community Health Support provides Canberra Region Cancer Services including cancer screening, assessment, diagnostic and treatment services, palliative care services and also administration support. An exciting opportunity exists for a project officer to assist the Radiation Oncology Department introduce the ARIA integration project. Experience working in a cancer services environment would be an advantage, but is not essential. The Radiation Oncology Department at the Canberra Region Cancer Centre provides comprehensive state-of-the-art radiotherapy services and is looking to undertake a series of system enhancements streamlining records management, referral and billing management and integration of the ARIA clinical system with patients management systems.

Eligibility/Other Requirements: Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This is a temporary position available for a period of 12 months. Applicants are to address the selection criteria, provide a resume and two referees. Selection may be based on application and one referee report only. ACT Health is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

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Contact Officer: Matthew Goldrick (02) 6174 8546 [matthew.goldrick@act.gov.au](mailto:matthew.goldrick@act.gov.au)

## **Canberra Hospital and Health Services**

### **Critical Care**

#### **Critical Care Administration**

##### **Personal Assistant to the Executive Director**

##### **Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 23447)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: The Critical Care Leadership team is responsible for the strategic and operational management of the Division of Critical Care, ensuring the effective and efficient operations of the Critical Care business units at Canberra Hospital. This position reports directly (day-to-day) to the Executive Officer, Division of Critical Care and professional to the Administration Manager, Division of Critical Care. Under broad direction, you will play a key role in providing day-to-day management (Diary management, human resource support, financial management support, performance, access and quality) to the office of the Executive Director, Division of Critical Care.

Eligibility/Other Requirements: Mandatory: Hold a driver's licence. Knowledge and experience with HP Records Manager - Electronic Document and Records Management System (EDRMS) desirable. Please note prior to commencement successful candidates will be required to undergo a pre-employment police check.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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Contact Officer: Daniel Ingram 02) 6244 4500 daniel.ingram@act.gov.au

**Strategy and Corporate**

**E-Health and Clinical Records**

**Recurring Supplies and Maintenance**

**Lead Application Testers**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 36922, several)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: ACT Government Health Directorate is currently implementing a range of E-Health initiatives aimed to facilitate a safe, high quality, secure E-Health systems that ensure the right information is available to the right person at the right time, regardless of their location. The successful applicants will be required to work effectively as a leader in a diverse team and an individual for the Clinical Systems Program in the Information, Communication and Technology Branch. Duties would include developing and executing test plans and scripts for clinical applications under the direction of a Test Manager, directing other members of the test team to complete testing in the timeframes required, raising any defects found and participating in project team meetings.

Eligibility/Other Requirements: Sound communication skills, knowledge of Health Clinical IT systems and experience working with Microsoft Office Suite would be advantageous. Qualifications in ICT systems testing would be highly regarded.

Note: There are two full-time permanent ongoing positions. Applicants are to address the selection criteria, provide a resume and two referees. Selection may be based on application and one referee report only. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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Contact Officer: Sandra Cook (02) 6205 1451 sandra.cook@act.gov.au

**Canberra Hospital and Health Services**

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

**Business Support Mental Health**

**Administration Support**

**Administrative Services Officer Class 3 \$58,278 - \$62,720, Canberra (PN: 19389)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: Reporting to the Executive Officer, this position will provide administrative support to the Executive Office and to the activities to support for release of personal health information in respect to legal statute and in accordance with the *ACT Health Records (Privacy and Access) Act 1997*. This position includes the provision of high quality customer service to the people who contact Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS).

Eligibility/Other Requirements: Previous experience and a working knowledge of Medical Records and an understanding of medical terminology would be an advantage. Current driver's licence.

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

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Contact Officer: Michelle Hemming (02) 6205 5142 [michelle.hemming@act.gov.au](mailto:michelle.hemming@act.gov.au)

## **Canberra Hospital and Health Services**

### **Medicine**

#### **Endocrinology and Diabetes**

#### **Outpatient Team Leader**

#### **Administrative Services Officer Class 3 \$58,278 - \$62,720, Canberra (PN: 21855)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: Applications are sought from enthusiastic and professional individuals to permanently fill the position of Outpatient Team Leader in the Department of Endocrinology and Diabetes within the Division of Medicine at Canberra Hospital. This position provides administrative support to the Outpatient Department by assisting with the management of patient referrals and the booking and scheduling of appointments. The administration team provides essential support to clinicians, nursing staff, patients and the public. The Division of Medicine provides adult medicine services to the Canberra community in inpatient, outpatient and outreach settings. An emphasis is placed on accessible, timely and integrated care, which is delivered to a high standard of safety and quality. The Division of Medicine is working towards innovative improvements to hospital and clinical pathways. The Division seeks to employ professional, focused individuals who will contribute to the Divisional and Organisational goals and strategic plan.

Notes: To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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<http://www.canberrayourfuture.com.au/>  
Contact Officer: Aimee Divorty (02) 6244 3659

**Canberra Hospital and Health Services**

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

**Child and Adolescent Mental Health**

**Administrative Officer**

**Administrative Services Officer Class 3 \$58,278 - \$62,720, Canberra (PN: 21612)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: It is expected that this position will manage the office/administrative aspects of the community-based team by provision of high quality customer service to consumers, their network and to ACT Health personnel.

Eligibility/Other Requirements: Possession of a current driver's licence. Health related training such as Medical Terminology would be an advantage.

Notes: This is a temporary position available from 6 June 2016 until 3 March 2017.

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

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Contact Officer: Elloise Barry (02) 6205 1050 [elloise.j.barry@act.gov.au](mailto:elloise.j.barry@act.gov.au)

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Dental Health Program**

**Qualified Dental Assistant**

**Dental Assistant - Qualified \$51,441 - \$60,147, Canberra (PN: 25912, several)**

Gazetted: 19 May 2016

Closing Date: 3 June 2016

Details: The ACT Dental Health Program is seeking committed, dynamic and innovative Qualified Dental Assistants. The ACT Dental Health Program provides oral health services to eligible adults and children within a multidisciplinary healthcare team across various locations in Canberra. The successful applicants should have an understanding of oral health service delivery within the public sector.

Eligibility/Other Requirements: Dental Assistant Certificate recognised by the Dental Education Council of Australia or equivalent. Previous experience as a chair side Dental Assistant.

Notes: Temporary positions are available with a possibility of extension or permanency from this process.

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Contact Officer: (02) 6205 9820 Donna Butcher [donna.butcher@act.gov.au](mailto:donna.butcher@act.gov.au)

## **Canberra Hospital and Health Services**

### **Surgery and Oral Health**

#### **Dental Health Program**

##### **Unqualified Dental Assistant**

##### **Dental Assistant - Unqualified \$43,164, Canberra (PN: 33718, several)**

Gazetted: 19 May 2016

Closing Date: 3 June 2016

Details: The ACT Dental Health Program is seeking a committed, dynamic and innovative Unqualified Dental Assistants.

The ACT Dental Health Program provides oral health services to eligible adults and children within a multidisciplinary healthcare team across various locations in Canberra. The successful applicants should have an understanding of oral health service delivery within the public sector.

Eligibility/Other Requirements: Previous experience in a dental environment, sound knowledge of infection control and computer skills is required.

Notes: Temporary positions are available with a possibility of extension.

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Contact Officer: Donna Butcher (02) 6205 9820 [donna.butcher@act.gov.au](mailto:donna.butcher@act.gov.au)



**Canberra Hospital and Health Services**

**Medicine**

**Ambulatory Services**

**Assistant Director of Nursing**

**Registered Nurse Level 4.3 \$126,755, Canberra (PN: 36888)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: Expressions of interest are invited from suitably qualified Registered Nurses with skills and an interest in project management to fill this dynamic and rewarding position. The Assistant Director of Nursing (ADoN) will undertake a pivotal role involved in a key Systems Innovation Group (SIG) project to implement the Acute Medicine Unit (AMU). The ADoN will work closely with the Division of Medicine Clinical Director and Project Manager in undertaking this work through to implementation of the AMU. The ADoN will also work closely with the Director of Nursing – Medicine in developing key nursing models of care and workforce profiles for this new unit along with other key stakeholders involved in this important project. The ADoN will also have operational and line management responsibilities for other key services and staff within the Division of Medicine and will undertake other duties as required during this time within the scope of this position. This position will report to the Director of Nursing, Division of Medicine.

Eligibility/Other Requirements: Registered or eligible to register as a Registered Nurse with the Australian Health Practitioner Regulation Agency. Holds or is working towards a higher degree desirable.

Notes: This is a temporary position available for 12 months. To complete your application you must prepare responses to the Selection Criteria, attach current Curriculum Vitae and provide the name and contact details of two referees.

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Contact Officer: Marina Buchanan-Grey (02) 6244 2012 [marina.buchanan-grey@act.gov.au](mailto:marina.buchanan-grey@act.gov.au)

**Strategy and Corporate**

**Cancer, Ambulatory and Community Health Support**

**E-Health**

**Project Manager**

**Senior Officer Grade B \$114,847 - \$129,290, Canberra (PN: 36973)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: Cancer, Ambulatory and Community Health Support provides Canberra Region Cancer Services including cancer screening, assessment, diagnostic and treatment services, palliative care services and also administration support. An exciting opportunity exists for a Project Manager to assist the Radiation Oncology Department introduce the ARIA integration project. Experience working in a cancer services environment would be an advantage, but is not essential. The Radiation Oncology Department at the Canberra Region Cancer Centre provides comprehensive state-of-the-art radiotherapy services and is looking to undertake a series of system

enhancements streamlining records management, referral and billing management and integration of the ARIA clinical system with patients management systems.

Eligibility/Other Requirements: Project Management experience in healthcare setting is desirable. Please note prior to commencement successful candidates will be required to: undergo a pre-employment Police check.

Note: This is a part-time temporary position at 22:03 hours per week for a period of 12 months. Applicants are to address the selection criteria, provide a resume and two referees. Selection can be made based on application and referee reports only.

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

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Contact Officer: Matt Goldrick (02) 6174 8546

## **Strategy and Corporate**

### **E-Health and Clinical Records**

#### **Recurring Supplies and Maintenance**

##### **Clinical Portal Support Manager**

**Senior Officer Grade B \$114,847 - \$129,290, Canberra (PN: 36979)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: The ACT Government Health Directorate is implementing a range of information and communication technology (ICT) initiatives with the aim of improving continuity of care and availability of information to support clinical decision making, by ensuring that the right information is available to members of the treating team, regardless of where healthcare services are delivered. Central to this work is the current Clinical Portal. ACT Government Health Directorate is currently looking for an experienced Support Manager to maintain the Clinical Portal and associated modules and manage a small team of business system administrators. The key responsibilities of this position will be to plan, direct and coordinate activities required to manage the Clinical Portal suite of products and to actively work with key stakeholders to ensure the Clinical Portal keeps meeting the changing business needs. There will also be a requirement to liaise and actively participate in new pieces of work to ensure the linkages with the Clinical Portal are delivered appropriately.

Eligibility/Other Requirements: Previous experience in management and support of health ICT systems desirable. Please note prior to commencement successful candidates will be required to, undergo a pre-employment Police check.

Note: This is a permanent full-time position. Applicants are to address the selection criteria, provide a resume and two referees. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application. Selection can be made on written application and referee reports only.

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Contact Officer: Renee Schofield (02) 6205 1451

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

#### **Critical Care**

#### **Intensive Care Unit**

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

#### **Registered Nurse Level 3.2 \$111,021, Canberra (PN: 22376)**

Gazetted: 19 May 2016

Closing Date: 26 May 2016

Details: The Clinical Nurse Consultant for the Intensive and High Dependency Care Unit is responsible for operational management and leadership, within the clinical environment. Applicants must have demonstrated high level of management, communication, leadership and expertise in co-ordinating the clinical practices within the clinical environment to ensure the efficient and effective provision of quality patient care. This is based on best practice principles and within a collaborative and multidisciplinary framework.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Proven recent clinical practice in the area of Intensive Care/Critical Care Nursing at an advanced level. Completion of a Post Graduate Diploma or higher in the area of Intensive Care/Critical Care Nursing is desirable.

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Contact Officer: Judy Morgan (02) 6244 2756

### **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)

**Corporate**

**Capital Works and Infrastructure**

**Projects**

**Project Officer**

**Senior Officer Grade C \$97,514 - \$104,967, Canberra (PN: 43631)**

Gazetted: 16 May 2016

Closing Date: 30 May 2016

Details: An exciting opportunity exists to join the Capital Works and Infrastructure Unit of Justice and Community Safety (JACS) Directorate. The Unit is seeking a Project Officer to deliver a diverse range of projects across the agency. Applicants need to be self motivated, committed to achieving outcomes, be able to build relationships, actively and effectively contribute to the Projects Team and have demonstrated successful experience in a Capital Works and Infrastructure environment.

Eligibility/Other Requirements: Sound knowledge and skills in Project Management and relevant ACT Public Service legislation and policies including tender and procurement processes and/or relevant qualifications would be an advantage. Driver's Licence is essential.

Notes: This is a temporary position available until 30 July 2016. Expressions of interest are sought from potential candidates and should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae. Applications should be sent to the contact officer.

Contact Officer: Luke Jansen (02) 620 57653 [luke.jansen@act.gov.au](mailto:luke.jansen@act.gov.au)

**Legislation, Policy and Programs**

**Restorative Justice Unit**

**Admin and Evaluation Support Officer**

**Administrative Services Officer Class 5 \$71,907 - \$76,114, Canberra (PN: 36492)**

Gazetted: 18 May 2016

Closing Date: 25 May 2016

Details: The Restorative Justice Unit (RJU) is seeking an energetic and experienced person to manage the RJU's data base, support reporting and evaluation requirements as well as other administrative tasks. The successful candidate needs to have a sound level of computer technology skills to support the management of the RJU database and provide accurate statistics reporting functions. The person will need to have a solid knowledge and experience of using Microsoft packages, particularly Access, Excel and Outlook. This person will have the capacity to undertake research, extract, analyse and present data and findings in relation to the restorative justice activities of the unit. This person will be required to liaise confidently with clients, providing information and client services while acting with confidentiality and sensitivity. This person will also be able to effectively assist with the day to day administrative and operational requirements of the unit.

Eligibility/Other Requirements: The successful applicant will be required to undergo a police check. Experience of restorative justice practices as well as working within the ACT criminal justice system would be an advantage.

Contact Officer: Amanda Lutz (02) 6207 0041 [amanda.lutz@act.gov.au](mailto:amanda.lutz@act.gov.au)

**Legislation, Policy and Programs**

**Civil Law**

**Director, Civil Law**

**Senior Officer Grade A \$133,383, Canberra (PN: 46234, expected vacancy)**

Gazetted: 17 May 2016

Closing Date: 31 May 2016

Details: Legislation, Policy and Programs is seeking a highly motivated person to head up its Civil Law team. The Civil Law team provides policy advice and project management to the Directorate on a broad range of civil and administrative law topics. The Director provides high-level management of the team, and facilitates skills development for all team members. The Director is also responsible for individually delivering critical legislation projects and briefings. The key duties and responsibilities include: Provide overall strategic leadership for the team; Manage staffing and work planning for the Civil Law team; Develop team capacity and ensure timely delivery of outcomes in relation to a range of policy projects, including: legal assistance services; courts and

tribunals legislation; property law and relevant regulatory laws; a variety of administrative law topics, including human rights, privacy, copyright and Births, Deaths and Marriages; Represent Legislation, Policy and Programs at Executive level meetings, stakeholder meetings, and on inter-directorate and inter-governmental projects.

Eligibility/Other Requirements: Applicants should be able to demonstrate a high level of experience in policy and legislation development, and a solid background in general/public law and policy. Relevant tertiary qualifications and experience in appropriate field would be highly desirable.

Contact Officer: Julie Field (02) 6207 0522 julie.field@act.gov.au

### **Office of the Legislative Assembly**

#### **Governance and Communications**

##### **Assembly Attendant**

##### **Senior Grade Office C \$97,514 - \$104,967, Canberra (PN: 601)**

Gazetted: 13 May 2016

Closing Date: 27 May 2016

Details: As a member of the Governance and Communications team, the Education and Engagement Officer reports to the Director, Governance and Communications, and is responsible for leading the Assembly's parliamentary education program and community engagement efforts. The occupant of the position is required to be a confident public speaker, have high-level liaison capabilities, enjoy closely interacting with people from a wide range of backgrounds and have a good knowledge and understanding of the parliamentary form of government. It is responsible for managing all aspects of the Assembly's education and engagement initiatives, including: planning and design; implementation and delivery; and monitoring and review. Supported by the part-time Assistant Education Officer (and working closely with the Assembly's Public Affairs Officer), the Education and Engagement Officer must develop and maintain strong working relationships with the Clerk, Speaker and MLAs to build community awareness of the roles and functions of the Legislative Assembly. The position is also responsible for the administration of the Assembly art program, official gifts, work experience placements, and the production of publications and other materials.

Contact Officer: David Skinnert (02) 6205 0018 OLARecruitment@parliament.act.gov.au

Applications can be forwarded to: OLARecruitment@parliament.act.gov.au

## **APPOINTMENTS**

### **Chief Minister, Treasury and Economic Development**

#### **Administrative Services Officer Class 3 \$58,278 - \$62,720**

Roy Barron 848-76105, Section 68(1), 19 May 2016

#### **Administrative Services Officer Class 3 \$58,278 - \$62,720**

Stephen Cochrane 848-76172, Section 68(1), 19 May 2016

#### **Administrative Services Officer Class 6 \$77,482 - \$88,676**

Rebecca Elizabeth Grame 606-60924, Section 68(1), 16 May 2016

#### **Administrative Services Officer Class 3 \$58,278 - \$62,720**

Deborah Joseph 848-76164, Section 68(1), 19 May 2016

#### **Senior Officer Grade C \$97,514 - \$104,967**

Phillip Liddicoat 827-27712, Section 68(1), 4 May 2016

#### **Administrative Services Officer Class 3 \$58,278 - \$62,720**

Drusilla Theodosiou 848-76199, Section 68(1), 19 May 2016

### **Community Services**

**Administrative Services Officer Class 2 \$51,436 - \$56,796**

Leslie Brien 836-00123, Section 68(1), 1 June 2016

**Administrative Services Officer Class 5 \$71,907 - \$76,114**

Jayne Diehm 846-86168, Section 68(1), 12 May 2016

**Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)**

Prudence Ramsey 848-75591, Section 68(1), 10 May 2016

**Environment and Planning**

**Senior Officer Grade B \$114,847 - \$129,290**

Daniel John Harding 828-49680, Section 68(1), 16 May 2016

**Health**

**Health Professional Level 2 \$59,971 - \$82,328**

Kerrilee Allan 842-90040, Section 68(1), 16 May 2016

**Health Professional Level 5 \$114,847 - \$129,290**

Jaime Bingham 848-67575, Section 68(1), 18 May 2016

**Enrolled Nurse Level 1 \$55,944 - \$59,772**

Simone Buckle 845-19917, Section 68(1), 18 May 2016

**Health Professional Level 2 \$59,971 - \$82,328**

Angela Castillo 847-26932, Section 68(1), 19 May 2016

**Registered Nurse Level 1 \$61,683 - \$82,398**

Dana Downing 848-68113, Section 68(1), 9 May 2016

**Registered Nurse Level 1 \$61,683 - \$82,398**

Thomas Jeffrey 848-76260, Section 68(1), 23 May 2016

**Administrative Services Officer Class 3 \$58,278 - \$62,720**

Lauren Johnstone 845-22112, Section 68(1), 19 May 2016

**Registered Nurse Level 1 \$61,683 - \$82,398**

Amanda Lyons 848-76359, Section 68(1), 16 May 2016

**Senior Officer Grade C \$97,514 - \$104,967**

Stephen McPherson 838-51790, Section 68(1), 9 May 2016

**Senior Officer Grade C \$97,514 - \$104,967**

Raam Nair 848-68084, Section 68(1), 16 May 2016

**Administrative Services Officer Class 3 \$58,278 - \$62,720**

Jessica Thiele 847-26131, Section 68(1), 19 May 2016

**Registered Nurse Level 1 \$61,683 - \$82,398**

Divya Varghese 834-44757, Section 68(1), 19 May 2016

**Registered Nurse Level 2 \$85,659 - \$90,789**

Margaret Wilson 845-21566, Section 68(1), 19 May 2016

**Justice and Community Safety**

**Administrative Services Officer Class 5 \$71,907 - \$76,114**

Imogen Gambale 848-75815, Section 68(1), 12 May 2016

**Territory and Municipal Services**

**Senior Officer Grade C \$97,514 - \$104,967**

Anthony Haraldson 843-98350, Section 68(1), 11 May 2016

**Park Ranger 1 \$58,278 - \$62,720**

Nicholas Mikhailovich 846-92832, Section 68(1), 19 May 2016

**TRANSFERS**

**Education**

**Gai Alexandra Beecher: 025-27519**

From: \$141,588 - \$170,010

Education

To: School Leader A \$141,588 - \$170,010

Education, Canberra (PN. 01802) (Gazetted 1 February 2016)

**Health**

**Susitha Gunasekara: 836-54199**

From: Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Health

To: Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)

Health, Canberra (PN. 26877) (Gazetted 17 March 2016)

**PROMOTIONS**

**Chief Minister, Treasury and Economic Development**

**Access Canberra**

**Canberra Connect**

**Customer Coordination**

**James Bradford: 835-89905**

From: Administrative Services Officer Class 5 \$71,907 - \$76,114

Chief Minister, Treasury and Economic Development

To: †Administrative Services Officer Class 6 \$77,482 - \$88,676

Chief Minister, Treasury and Economic Development, Canberra (PN. 21860) (Gazetted 2 February 2016)

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.

**Workforce Capability and Governance**

**Public Sector Management**

**Professional Standards Unit**

**Christopher Douglas Crowe: 835-87870**

From: Administrative Services Officer Class 5 \$71,907 - \$76,114

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$77,482 - \$88,676

Chief Minister, Treasury and Economic Development, Canberra (PN. 32539) (Gazetted 16 March 2016)

**Land Development Agency**  
**Land Development and Corporate**  
**City to the Lake**  
**Lea Durie: 795-5682**

From: Infrastructure Officer 4 \$115,838 - \$131,609  
Chief Minister, Treasury and Economic Development  
To: †Infrastructure Officer 5 \$138,572

Chief Minister, Treasury and Economic Development, Canberra (PN. 34717) (Gazetted 16 March 2016)

**Access Canberra**  
**Canberra Connect**  
**Customer Coordination**  
**Jesse Elliott: 827-37451**

From: Administrative Services Officer Class 3 \$58,278 - \$62,720  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 5 \$71,907 - \$76,114

Chief Minister, Treasury and Economic Development, Canberra (PN. 31278) (Gazetted 18 February 2016)

**Shared Services**  
**Partnership Services Group**  
**Business Application Management**  
**Madeleine Gane: 846-87451**

From: Administrative Services Officer Class 4 \$64,700 - \$70,057  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 5 \$71,907 - \$76,114

Chief Minister, Treasury and Economic Development, Canberra (PN. 17912) (Gazetted 19 August 2015)

**Revenue Management**  
**Revenue Accounts**  
**Property, Payroll and Debt**  
**Roberto Monge: 836-02807**

From: Administrative Services Officer Class 3 \$58,278 - \$62,720  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 4 \$64,700 - \$70,057

Chief Minister, Treasury and Economic Development, Canberra (PN. 36774) (Gazetted 11 March 2016)

**Revenue Management**  
**Revenue Accounts**  
**Property, Payroll and Debt**  
**Suzie Phommaseisy: 799-8295**

From: Administrative Services Officer Class 4 \$64,700 - \$70,057  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 5 \$71,907 - \$76,114

Chief Minister, Treasury and Economic Development, Canberra (PN. 36773) (Gazetted 10 March 2016)

**Shared Services**  
**Partnership Services Group**  
**Health ICT Business Systems**  
**Chyanne Weatherby: 829-69834**

From: Administrative Services Officer Class 5 \$71,907 - \$76,114  
Chief Minister, Treasury and Economic Development  
To: Administrative Services Officer Class 6 \$77,482 - \$88,676

Chief Minister, Treasury and Economic Development, Canberra (PN. 24310) (Gazetted 16 March 2016)

**Community Services**

**Service Strategy and Community Building**

**Corporate Services**

**Fleet**

**Michael Griffin: 741-09316**

From: Administrative Services Officer Class 4 \$64,700 - \$70,057

Health

To: Administrative Services Officer Class 6 \$77,482 - \$88,676

Community Services, Canberra (PN. 00045) (Gazetted 29 March 2016)

**Education**

**Office for Schools**

**North/Gungahlin Network**

**Dickson College**

**Victoria Margrain: 755-80038**

From: School Leader C \$110,720

Education

To: †School Leader B \$128,917

Education, Canberra (PN. 04123) (Gazetted 22 March 2016)

**Office for Schools**

**South/Weston Network**

**Yarralumla Primary School**

**Rohan Essex Evans: 744-99115**

From: Senior Officer Grade B \$114,847 - \$129,290

Education

To: †School Leader A \$141,588 - \$170,010

Education, Canberra (PN. 04140) (Gazetted 29 January 2016)

**Office for Schools**

**North/Gungahlin Network**

**Campbell Primary School**

**William Johnston: 824-41474**

From: School Leader C \$110,720

Education

To: † School Leader B \$128,917

Education, Canberra (PN. 04001) (Gazetted 23 February 2016)

**Office for Schools**

**South/Weston Network**

**Farrer Primary School**

**Linda Heath: 027-67440**

From: School Leader B \$128,917

Education

To: † School Leader A \$141,588 - \$170,010

Education, Canberra (PN. 01765) (Gazetted 10 February 2016)

**Office for Schools**

**Tuggeranong Network**

**Richardson Primary School**

**Brooke Calvert: 779-25650**

From: School Leader C \$110,720

Education

To: † School Leader B \$128,917  
Education, Canberra (PN. 04016) (Gazetted 29 February 2016)

## **Health**

**Canberra Hospital and Health Services  
Mental Health, Justice Health and Alcohol and Drug  
ACT Wide Mental Health Services**

**Joshua Carr: 817-50160**

From: Registered Nurse Level 1 \$61,683 - \$82,398  
Health

To: Registered Nurse Level 2 \$85,659 - \$90,789  
Health, Canberra (PN. 36317) (Gazetted 24 March 2016)

**Canberra Hospital and Health Services  
Women, Youth and Children  
Child, Youth and Children Health Programs**

**Cathryn O'Neill: 842-88522**

From: Registered Nurse Level 3.2 \$111,021  
Health

To: †Registered Nurse Level 5.3 \$126,755  
Health, Canberra (PN. 20627) (Gazetted 25 February 2016)

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

**Majella Ryan: 834-53944**

From: Registered Nurse Level 1 \$61,683 - \$82,398  
Health

To: Registered Nurse Level 2 \$85,659 - \$90,789  
Health, Canberra (PN. 20073) (Gazetted 3 March 2016)

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

**Kamal Singh: 842-90091**

From: Registered Nurse Level 1 \$61,683 - \$82,398  
Health

To: Registered Nurse Level 2 \$85,659 - \$90,789  
Health, Canberra (PN. 22723) (Gazetted 3 March 2016)

**Canberra Hospital and Health Services  
Pathology  
Biochemistry**

**Catherine Woods: 825-49952**

From: Health Professional Level 2 \$59,971 - \$82,328  
Health

To: Health Professional Level 3 \$84,697 - \$89,244 (up to \$93,671 on achieving a personal upgrade)  
Health, Canberra (PN. 27045) (Gazetted 17 December 2015)

**Strategy and Corporate**

**Susan Wright: 787-50346**

From: School Assistant 2 \$43,736 - \$48,298  
Education

To: Administrative Services Officer Class 3 \$58,278 - \$62,720  
Health, Canberra (PN. 36789) (Gazetted 14 April 2016)