



ACT Government Gazette

Gazetted Notices for the week beginning 21 June 2018

VACANCIES

Calvary Health Care ACT (Public)

Graduate Program

Registered Nurse - Graduate

Registered Nurse 1 \$63,548, Canberra (PN: Several)

Gazetted: 28 June 2018

Closing Date: 15 July 2018

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

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

Reference Number 18633

Contact Officer: Rowena Hogan rowena.hogan@calvary-act.com.au Applications can be forwarded to:

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

Graduate Program

Enrolled Nurse - Graduate

Enrolled Nurse 1 \$57,635, Canberra (PN: Several)

Gazetted: 28 June 2018

Closing Date: 15 July 2018

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

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

Reference Number 18636

Contact Officer: Rowena Hogan rowena.hogan@calvary-act.com.au Applications can be forwarded to:

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

Canberra Institute of Technology

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

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

Business, Tourism and Accounting

Accounting and Legal

Accounting and Legal Teacher

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 52044)

Gazetted: 21 June 2018

Closing Date: 28 June 2018

Details: The Department of Accounting and Legal is looking for a Teacher Level 1 (TL1) to teach Accounting. This is an exciting opportunity for a positive, highly motivated, professional, enthusiastic and collaborative individual to teach in a high performing team in Accounting and Legal. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 – 2017, sub-Clause 40. New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and at commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015 Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or equivalent). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or equivalent). Desirable: Bachelor Degree in Commerce, Arts (Accounting), Economics, or similar and post graduate qualification in Finance, Accounting or related area. Membership of the Institute of Public Accountants, Certified Public Accountant (CPA) Australia or Chartered Accountants Australia and New Zealand, Tax Agents Registration.

Note: This is a temporary position available for 12 months with the possibility of extension up to but not exceeding five years in total. 'Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion - general and CIT Enterprise Agreements.'

Contact Officer: Andrew Colquhoun (02) 6205 4471 andrew.colquhoun@cit.edu.au

**Pathways College
English Language Centre
Teacher**

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 51946, several)

Gazetted: 22 June 2018

Closing Date: 29 June 2018

Details: Canberra Institute of Technology Pathways College is looking for experienced English as an Additional Language teachers to join the English Language Teaching Programs. CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/ Other Requirements: Refer to the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 - 2017, sub-Clause 40. New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and at commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015. Teachers in the English Language programs must have a recognised Bachelor Degree and a recognised postgraduate TESOL qualification or a Bachelor of Education with a TESOL major or equivalent that includes a practicum. Prior to commencing in this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 is required. For further information on Working with Vulnerable People registration refer to

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

Note: There are several positions available. Part-time hours may be negotiated. 'Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion - general and CIT Enterprise Agreements.' These positions are for temporary filling for a periods up to but not exceeding 5 years in total.

Contact Officer: Sharon Bidder (02) 6207 6771 sharon.bidder@cit.edu.au

**Technology and Design
Horticulture and Floristry
Horticulture Senior Teacher and Co-Ordinator
Teacher Level 2 \$100,508, Canberra (PN: 40722)**

Gazetted: 26 June 2018

Closing Date: 10 July 2018

Details: The Department of Horticulture and Floristry is seeking an enthusiastic, positive, highly motivated, professional and collaborative individual to operate as a senior teacher and co-ordinator (Teacher Level 2) under the direction of departments Education Manager. As a teacher level 2, you will work collaboratively with staff at all levels, across the Institute and for that reason excellent communication, leadership skills and the ability to develop rapport, credibility and maintain networks across ACT Government and external stakeholders is essential to the position. As a TL2 for the horticulture and floristry department you will be required to maintain at .6 teaching load and provide mentoring support to casual and contract staff. Other requirements will be the involvement with local colleges in careers markets and expos and to develop skills sets to present to them at these events for implementation in 2019 onwards. If you think this is the job for you we'd like to hear from you. For more information please get in touch with the Contact Officer. Canberra Institute of Technology (CIT) is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applicants from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: 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 a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or equivalent). Industry Experience in accordance with sub-Clause 40.10 of the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 - 2017. All teachers at Teacher Level 1 or Level 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. Desirable: Leadership/management experience; knowledge and experience of Work Health and Safety (WHS) practice and compliance; knowledge and experience in the ASQA requirements, ACT Standards and User Choice requirements.

Note: This is a temporary position available for two years with the possibility of extension up to but not exceeding five years in total. 'Temporary employment offered as a result of this advertisement may lead to permanency/promotion as per the Public Sector Management Standards, Section 14 – Direct appointment of employee – general, and Section 20 – Direct promotion – general and CIT Enterprise Agreements.'

Contact Officer: Julie Collins (02) 6207 3024 julie.collins@cit.edu.au

Chief Minister, Treasury and Economic Development

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

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

Workplace Protection

Utilities Technical Regulation

Project Officer/Policy Officer/Engineer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 40053)

Gazetted: 26 June 2018

Closing Date: 10 July 2018

Details: The Utilities Technical Regulation (UTR) team supports the Technical Regulator through provision of advice on a broad range of issues related to the technical regulation of licensed and unlicensed utilities. This ensures that essential services such as electricity, gas and water are delivered to the ACT community in a safe and reliable way. Further information on UTR is available at

https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/2203/~utilities-technical-regulation. In a dynamic and rapidly changing environment, particularly in the energy sector, UTR is currently engaged in a range of exciting regulatory and policy initiatives. The successful candidate will have well developed communication skills and the ability to deliver complex regulatory, policy or project outcomes. There are opportunities to work on critical regulatory components of the light rail project, large scale solar and dam safety. Policy development includes establishing regulatory frameworks that support the introduction of innovative technology in the renewable energy sector and improving and reforming the technical codes that govern the operations of the energy and water utilities. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

How to Apply: Applications (addressing the selection criteria provided) and Curriculum Vitae's are sought from suitable candidates to support existing policy projects, and in particular stakeholder engagement activity.

Note: This is a temporary position available until 20 June 2019. Although this position is offered as a full time position, applicants seeking flexibility and part time hours are encouraged to apply. Please provide further information regarding your requirements at application, or contact the Contact Officer for further information.

Contact Officer: Simon Grice (02) 6205 3078 simon.grice@act.gov.au

Shared Services

Business Applications Management

Shared Services ICT, Health ICT

Pathology Systems Support Officer

Information Technology Officer Class 2 \$79,824 - \$91,356, Canberra (PN: 33036)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: We seek a person to provide technical and administrative support for the ACT Pathology Laboratory Information Systems and applications. The work requires a person with some experience in supporting Information Communication Technology (ICT) applications, preferably in a health setting, who has good customer liaison and problem solving skills. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Ideally the person will have some experience in, or exposure to, programming and scripting languages such as, JavaScript, XML, Pascal, VBA and HTML, but this is not essential. Tertiary Information Technology qualifications would be a distinct advantage but are not essential. Medical Laboratory Science qualifications and experience working in a pathology laboratory would be a distinct advantage and highly regarded but not essential.

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

How to Apply: Please provide a resume and a two page application outlining your ability to meet the "What you will do" section of the position description. Use the "What you will require" section to help you outline your skill set, experience and capability to do the job.

Contact Officer: Mark Woodward 02 6244 3067 mark.woodward@act.gov.au

Communication and Engagement

Digital and Design

Graphic Designer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 33013)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: "Design is not just what it looks like and feels like. Design is how it works." – Steve Jobs. Do you have the wow factor, know you're kerning from your leading, and can make things pop? Also can you make a quick change? (it won't take long). The ACT Government is looking for a dedicated, engaging, graphic designer to join our friendly, dynamic Communications and Engagement team. Part of the Digital and Design stream, you will be working closely with the team to deliver a range of design services and promote the ACT's one government approach in branding and design. If you: Are creative, solution focused and can multi-task; are an excellent designer with an eye for detail; are organised, motivated and enjoy problem solving; have the skills, knowledge and experience to produce a range of design services across multiple digital and traditional platforms; are excited by the opportunity to contribute to innovation and change; understand the ACT Government's processes and protocols; can work autonomously as a member of a small and agile team to meet deadlines; then this is a great opportunity for you. Chief Minister, Treasury and Economic Development (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: Touching base with the contact officer to discuss the duties of the position is highly recommended.

Information on how to apply for this role can be found in the attached documentation. CMTEDD has adopted activity based working (ABW) and the Digital and Design team are looking for someone who will be comfortable working in a flexible work environment to actively support their colleagues across government.

Contact Officer: Elena Dimcevska (02) 6207 5455 elena.dimcevska@act.gov.au

Access Canberra

Customer Coordination

Complaints Management Team

Team Leader

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 38710, Several)

Gazetted: 21 June 2018

Closing Date: 28 June 2018

Details: Are you someone who is looking for a challenge and the chance to "roll up your sleeves"? Are you keen to contribute to transformational change in our organisation? Are you wanting to develop and apply your knowledge and skills across different and complex subject areas? If your answer is yes, you may be the person we are looking

for. The role has multiple priorities varying from supervision of staff in a fast-paced environment, providing guidance and advice on complex complaints and the management of ministerial correspondence. The Complaints Management Team are looking for dynamic, flexible, solutions-focused individuals to join the team and make some real contributions towards shaping the way Access Canberra engages with its customers, deals with complaints, and communicates with our colleagues, stakeholders and the community. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: These are temporary positions available for one year with the possibility of permanency. Should candidates be placed permanently they may undertake rotations to different Access Canberra teams.

Contact Officer: James Bradford (02) 6207 8294 james.bradford@act.gov.au

Policy and Cabinet

Cabinet Office

Coordination and Support Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 33711)

Gazetted: 21 June 2018

Closing Date: 5 July 2018

Details: The Cabinet and Government Business team has a challenging opportunity at the Administrative Services Officer Class 5 (ASO5) level that will suit an individual who is flexible, proactive and willing to the extra mile to ensure the smooth operation of Cabinet and Assembly business. This opportunity will further your knowledge of the Cabinet and Assembly world and help you better understand the inner workings of a central agency. The successful applicant will provide administrative support across the Cabinet and Assembly teams; assist with the handling and distribution of Cabinet and other government documents; and ensure we meet Cabinet and Assembly requirements with a particular focus on quality, accuracy and timeliness. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary vacancy available until 1 February 2019 with the possibility of extension and/or permanency. Selection may be based on written application and referee reports only. An order of merit list may be established to fill future vacancies at level over the next 12 months.

How to apply: If this sounds like you, please submit an application coversheet, your claims against the selection criteria (limited to two pages or less); your current curriculum vitae; and the contact details for at least two referees.

Contact Officer: Kate Stewart (02) 6207 6136 katee.stewart@act.gov.au

Shared Services

Business Application Management

Education ICT

Access Liaison Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 05233)

Gazetted: 22 June 2018

Closing Date: 29 June 2018

Details: Are you interested in a position that allows you to display and develop your technical, analytical and collaboration skills, then this position is for you. Are you keen to join the engine room of Shared Services Information Communication Technology (ICT)? Do you have the ability to enable customers and support your team to provide high priority value add services with minimal guidance and direction? Can you start and proceed at a fast pace with great enthusiasm? We are looking for an energetic, results-driven person to fill the position of the Access Liaison Officer. The successful applicant will be responsible for accurately assessing network access, including creating or transferring user accounts, creating or modifying mailboxes, providing folder access permissions to network drives and the provision of other business enabling account management activities for our client, the Education Directorate. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment,

Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Note: This is a temporary position available for 12 months with the possibility of extension. If you have any questions about the position, please contact the Contact Officer.

How to Apply: If you are interested in this position, you should review the position description for details about the role and associated responsibilities and provide: Your Curriculum Vitae, including the contact details of at least two referees; a two-page personal pitch, providing examples of your achievements and how they relate to this position and its requirements.

Contact Officer: Merie Cotterill (02) 6207 7049 merie.cotterill@act.gov.au

Procurement, Property and Venues

Goods and Services

Executive Assistant

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 55788)

Gazetted: 26 June 2018

Closing Date: 10 July 2018

Details: The advertised role is the Goods and Services (G and S) Director's Executive Assistant. The successful applicant will proactively support the G and S Director by effectively managing the office and its corporate responsibilities, correspondence and administrative duties. You will possess excellent organisational, communication and customer service skills, and will have the ability to work within a dynamic work environment with competing demands and be able to prioritise appropriately. You will have an appreciation of government procurement practice and operations, provide a quality assurance role and administrative support. Your strong interpersonal skills will enable productive and effective liaison with staff. The successful applicant must have a high regard for confidentiality, including recognising and treating sensitive material appropriately. You will be expected to be proactive and demonstrate initiative, exercise good judgment in a variety of situations, and to perform the duties of the position under general direction. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: Qualifications in Business Administration, Government practiced and/or Procurement is highly desirable. Knowledge of office practices and procedures, including knowledge of Microsoft Office packages. A current driver's licence would also be desirable.

How to Apply: Please provide a response of no more than two pages addressing the selection criteria.

Contact Officer: Patrick Mau (02) 6205 0512 patrick.mau@act.gov.au

Access Canberra

Transport Solutions and Enforcement

Public Transport and Audit

Licence Examiner

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 17212)

Gazetted: 22 June 2018

Closing Date: 29 June 2018

Details: Public Transport Regulation and Audit team are seeking an enthusiastic, professional and organised person to join our team. The successful applicant will be responsible for conducting practical driving assessments to determine the competency of applicants wanting to upgrade their driver's licence from a learner to a provisional or full licence. The successful applicant must also be willing to work flexibly and at both the Northside and Southside locations and have the ability to be able to change locations at short notice. The Chief Minister, Treasury and Economic Development Directorate supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

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

Contact Officer: Brenda Duggan (02) 6207 1423 brenda.duggan@act.gov.au

Shared Services

Partnership Services

Service Centre

Human Resource/Finance Service Desk Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 36221)

Gazetted: 21 June 2018

Closing Date: 5 July 2018

Details: Shared Services is seeking applications from interested candidates who are experienced customer service officers to join the Human Resource (HR)/Finance Service Desk team. The position requires demonstrated skills and experience in the following areas: (1) Provide a high level of customer service in responding to customer enquiries on the telephone and via email, actively contributing to achievement of key performance indicators. (2) Provide expert advice and guidance on HR legislation, policies and ACT conditions of service to customers and Shared Services colleagues. (3) Provide advice on financial policies and procedures, including Accounts Payable Invoice Automation Solution (APIAS), invoices and payments. (4) Create and maintain records by inputting data into Service Desk systems accurately, within agreed timeframes and in accordance with Service Desk processes. (5) Contribute to the maintenance of effective personnel records by inputting data into HR systems. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Eligibility/Other Requirements: An ACT Government CMTEDD Baseline clearance is required for this position and will be completed as part of the induction process if not already obtained

Note: This is a temporary position available until 30 July 2018 with the possibility of extension and/or permanency. An order of merit may be established to fill future vacancies at level over the next 12 months.

How to Apply: Please review the position description for further details about the role and the capabilities required to perform the duties and responsibilities of the position. Please submit a written application of no more than two pages, contact details for at least two referees and a current Curriculum Vitae, including application coversheet. The two page response should be written in the form of a pitch, indicating your capacity to perform the duties and responsibilities (what you will do). Your pitch should detail your greatest achievements and how they relate to this position and its requirements, as well as outline your ability and experience and how they make you the best person for the role.

Contact Officer: Corey Stinson (02) 6205 4618 corey.stinson@act.gov.au

Infrastructure Finance and Capital Works

Civil Infrastructure

Technical Senior Manager

Infrastructure Manager/Specialist 1 \$153,082, Canberra (PN: 13277, expected vacancy)

Gazetted: 26 June 2018

Closing Date: 10 July 2018

Details: Infrastructure Finance and Capital Works (IFCW) is seeking an experienced and motivated candidate to fill a Technical Senior Manager's role within the Civil Infrastructure Branch. The successful candidate will be responsible for providing leadership, assisting to manage all project assignments within the team, and maintain and manage all business standards and documentation. The candidate will also act on behalf of IFCW to provide expert advice and direction on technical issues and policies, and their implications in project development and delivery. Strong analytical and communication skills are essential for this role. The successful candidate will also be able to liaise across a range of roles and levels throughout the Government. The Technical Senior Manager will work independently whilst reporting directly to the Associate Director. The candidate will need to adhere to and promote the principles of the Respect Equity and Diversity (RED) Framework, Work Health and Safety (WHS), and the ACT Public Service Values and Signature Behaviours to maintain a safe, healthy and fair workplace for all staff. Chief Minister, Treasury and Economic Development Directorate (CMTEDD) supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability, and those who identify as LGBTIQ are encouraged to apply.

Note: This is an expected permanent position. A merit pool will be established from this process and will be used to fill similar vacancies which may arise over the next 12 months.

How to Apply: Applicants should address the selection criteria (with a maximum of 500 words per criterion), provide details of two referees and a current Curriculum Vitae via email to jobs@act.gov.au
Contact Officer: Leslie Leung (02) 6207 5433 leslie.leung@act.gov.au

Finance and Budget Division

Development and Infrastructure Branch

Senior Manager

Senior Officer Grade A \$137,415, Canberra (PN: 43387)

Gazetted: 26 June 2018

Closing Date: 10 July 2018

Details: The Development and Infrastructure Branch is seeking a motivated professional to lead a team or teams responsible for delivering policy and financial advice and input relating to the ACT's annual Budget process and other functions. To be considered for this role – and with the possibility of working in different areas across the Division – applicants will need to be able to think strategically from a whole of government perspective, demonstrate resilience and have well-developed leadership skills. A significant portion of the role entails collaborating with senior internal and external contacts, including our directorate partners, in relation to budget, finance and policy development issues. Applicants will need to demonstrate flexibility and sound problem solving skills along with confirming a willingness and ability to learn and lead in an environment of often challenging timelines and priorities. Sound skills in working with and influencing stakeholders is a key requirement of this role. The position is located in Civic, Canberra and is in close proximity to the central shopping and entertainment precinct with nearby access to parking and public transport.

Eligibility/Other Requirements: Applicants should also have experience in, and an applied understanding of financial processes, budgeting and/or policy development within a Government setting. Excellent numeracy and communication/literacy skills are essential as well as a demonstrable ability to deal with existing or emerging issues that are complex in nature. Candidates should note that there is a requirement to be on standby and/or to work outside normal business hours throughout the peak of the budget process which indicatively, falls between February and early June each year.

Note: Applicants are invited to discuss the role with the contact officer prior to lodging applications.

How to Apply: As well as a Curriculum Vitae, applications should include examples of experience and achievements relevant to the role and be accompanied by the contact details of at least two referees.

Contact Officer: Wilhelmina Blount (02) 6207 0835 wilhelmina.blount@act.gov.au

Corporate

Corporate Management

Corporate and Coordination Services

Senior Sustainability and Business Improvement Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 33774)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: Do you have a passion for the environment and enjoy working in a team to find new ways to deliver results? If the answer is yes to these questions, then Chief Minister, Treasury and Economic Development (CMTEDD) Corporate has an opportunity for you. Corporate Management, within the division, provides support to the Directorate in relation to governance framework, corporate policies, compliance and performance reporting, freedom of information coordination, open access implementation, records management, information management, Ministerial, Executive and Government business tracking, coordination and reporting, facilities and fleet management, security matters, and environmental sustainability. This position will be responsible for the annual development of the Directorate Resource Management Plan and Carbon Budget, regular reporting of emissions and energy consumption. They will work with business units to assist them with reporting requirements and initiatives, and represent the Directorate at high-level Committees and Working Groups. The applicant should have a demonstrated ability to work within a team environment and develop innovative solutions. They will be able to manage and analyse data and provide expert advice on sustainability matters across the Directorate. CMTEDD supports workforce diversity and is committed to creating an inclusive workplace. As part of this commitment, Aboriginal and Torres Strait Islander peoples, people with disability and those who identify as LGBTIQ are encouraged to apply.

Contact Officer: Tracey Henry (02) 6207 3764 tracey.henry@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**

Children, Youth and Families

Child and Youth Protection Services Practice

Therapeutic Assessor

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 12537)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: The Health Professional Level 3 (HP3) Therapeutic Assessor role is focussed on undertaking child centred assessments that analyse the impact abuse and/or neglect has had on children and young people's development. The Therapeutic Assessor will also be involved in providing psycho-education to caregivers to develop an understanding of trauma and create a care environment that helps children and young people recover from the trauma they experienced. Therapeutic Assessors will contribute to the work of Child and Youth Protection Services by: Working collaboratively with case managers and other professionals to develop and implement the recommendations of the therapeutic assessments; promoting the principles of trauma informed care throughout the work they do within the organisation and with the team around each child; and generally contributing to the ongoing program development.

Eligibility/Other Requirements: Relevant tertiary qualifications in Social Work, Psychology, Social Welfare, Social Science or related discipline. At least five year's experience in human services delivery and a current driver's licence. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Contact Officer: Kirsten Doyle (02) 6207 8832 kirsten.doyle@act.gov.au

Housing ACT

Asset Management

Contract Management

Senior Project Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 40784)

Gazetted: 26 June 2018

Closing Date: 9 July 2018

Details: The Asset Management branch is seeking a motivated and energetic individual to join the Contract Management team as a Senior Project Officer. This position will primarily be responsible for managing the project and contract related to the delivery of the Energy Efficiency Improvement Scheme on behalf of Housing ACT. The position will also support the management and administration of the Total Facilities Management contract as required. The ideal applicant will have strong project management experience within the context of the Government Sector, and knowledge or experience related to contract management and procurement. They will be able to demonstrate a strong track record of successfully delivering complex projects on budget, and an ability to quickly acquire and apply knowledge. The individual should be tenacious and detail oriented with strong interpersonal skills and will be able to showcase their ability to build productive working relationships with internal and external stakeholders, and resolve conflicts. While not essential, it would be highly beneficial to the position to have experience within the housing, construction, procurement or facilities management sectors.

Eligibility/Other Requirements: Experience in managing projects and either experience in or knowledge of contract management best practice is essential.

Note: Each submission should include a written application addressing each of the selection criteria (up to 350 words per criteria), contact details of at least two referees and a current resume. It should be noted that short-

listed applicants will be required to attend an interview which will include their delivery of a short pitch to the panel (maximum 10 minutes, spoken word only) addressing why they believe they are the best candidate for the position, how their experience relates to the program of work, and how they would approach the first three months in the position.

Contact Officer: Claire Gasteen (02) 6205 1627 claire.gasteen@act.gov.au

**Housing ACT
Asset Management
Contract Management
Project Officer**

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 25685)

Gazetted: 27 June 2018

Closing Date: 11 July 2018

Details: Housing ACT Asset Management is seeking an enthusiastic and motivated Project Officer. The position will provide assistance to the Contract Management Team who are responsible for the coordination and management of maintenance service delivery relating to the Housing ACT Total Facilities Management program of works. The position may undertake a number of duties within the team, including (but not limited to) supporting the complaint resolution process, undertaking small projects, assisting with the administration functions for tenant accounts, and oversight of maintenance to Housing ACT properties. The ideal candidate will have strong interpersonal skills, show drive and initiative, and be open to opportunities for improving processes.

Eligibility/Other Requirements: It is desirable to have experience with contract management and/or contract administration, or the demonstrated ability to quickly acquire and apply specialist knowledge within a large scale program of work.

How to Apply: Each submission should include a written application addressing each of the selection criteria (up to 350 words per criteria), contact details of at least two referees and a current Curriculum Vitae.

Contact Officer: Claire Gasteen (02) 6205 1627 claire.gasteen@act.gov.au

**Children, Youth and Families
Child and Youth Protection Services
Operational Support**

Operational Support Team Leader

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 10385)

Gazetted: 22 June 2018

Closing Date: 29 June 2018

Details: Child and Youth Protection Services (CYPS) is seeking a highly motivated Operational Support Team Leader. The successful applicant will be focussed on supporting CYPS to deliver the best possible life outcomes for children and young people through administrative support across a range of functions. Resilience, integrity, flexibility, teamwork and relationship building are key to being successful in this position.

Eligibility/Other Requirements: Proficiency in Microsoft Office products and database systems, a current driver's licence, experience and/or desire to work in a community services environment.

Note: This is a temporary position available until December 2018, with possibility of extension.

Contact Officer: Nicole Thompson (02) 6205 6002 nicole.thompson@act.gov.au

**Housing ACT
Asset Management
Contract Management
Project Officer**

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 03453, several)

Gazetted: 21 June 2018

Closing Date: 29 June 2018

Details: Housing ACT Asset Management is seeking a number of enthusiastic and motivated Project Officers. These positions will provide assistance to the Contract Management Team who are responsible for the coordination and management of maintenance service delivery relating to the Housing ACT Total Facilities Management program of works. These positions may undertake a number of duties within the team, including (but not limited to)

supporting the complaint resolution process, undertaking small projects, assisting with the administration functions for tenant accounts, and oversight of maintenance to Housing ACT properties. The ideal candidate will have strong interpersonal skills, show drive and initiative, and be open to opportunities for improving processes. Eligibility/Other Requirements: It is desirable to have experience with contract management and/or contract administration, or the demonstrated ability to quickly acquire and apply specialist knowledge within a large scale program of work. Prior to commencing 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
Note: This is a temporary position available until 1 February 2019 with the possibility of extension and/or permanency. An order of merit may be established to fill future vacancies at level over the next 12 months.
Contact Officer: Claire Gasteen (02) 6205 1627 claire.gasteen@act.gov.au

Children, Youth and Families

Child and Youth Protection Services

Operational Support

Operational Support Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 13949, Several)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: Child and Youth Protection Services (CYPS) are seeking an Operational Support Officer to support CYPS to deliver the best possible life outcomes for children and young people through administrative support. You will perform a range of administrative functions supporting various teams within CYPS and undertake duties such as reception, preparation of routine correspondence, travel arrangements, basic finance and other administrative tasks as required. You will also assist in coordinating meetings, assist Case Managers when requested and maintain manual and/or digital records.

Eligibility/Other Requirements: Experience and/or desire to work in a community services environment; proficiency with Microsoft Office products and database systems and a current driver's licence.

Note: There are several positions available both permanent and temporary. An order of merit may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Larissa Sellars (02) 6207 6643 larissa.sellars@act.gov.au

Children, Youth and Families

Children and Families

Centre Manager

Senior Officer Grade B/ Health Professional Level 5 \$118,319 - \$133,198, Canberra (PN: 21535)

Gazetted: 27 June 2018

Closing Date: 4 July 2018

Details: An exciting opportunity exists for a highly motivated and experienced officer for the position of Centre Manager at the West Belconnen Child and Family Centre. The successful candidate will have high level experience in managing multi-disciplinary teams and the ability to provide strategic and innovative leadership and management. They will also have experience with financial management and human resources processes. The Child and Family Centres thrive on innovation, creativity, and seeking alternative ways to support programs and activities that improve outcomes for children and families. The Centres strive to be centres of excellence. The successful candidate will have experience in developing and implementing a wide range of programs to respond to the needs of the local community, including a culturally diverse client base. Leadership in the delivery of culturally safe and inclusive services and programs for Aboriginal and Torres Strait Islander children and families is a priority. Community Services Directorate (CSD) is an inclusive employer where all people are respected and valued for their contribution. We strongly encourage and welcome applications from Aboriginal and/or Torres Strait Islander people, People with Disability, people from culturally and linguistically diverse backgrounds, veterans, mature age workers and lesbian, gay bisexual, transgender, intersex and queer (LGBTIQ) people.

Eligibility/Other Requirements: Qualifications, suitability and experience that is essential: Relevant tertiary qualifications or equivalent in Social Work, Psychology, Early childhood Education or related field are essential, such as Bachelor of Health Science (mental health). At least five years' experience working with children and their families and/or carers; demonstrated experience in leading high performing teams and supervision to staff; current drivers' licence. Highly Desirable: Experience in community development and strategic stakeholder

management; experience in leading multidisciplinary teams within a human services context; demonstrated knowledge of early childhood development, early intervention and prevention principles and an understanding of the importance of the early years for children's success in life and learning. Where applicable, full eligibility for membership of the Australian Association of Social Workers, or registration with the Psychologist's Board (ACT) or state equivalent. Prior to commencing this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This position will be filled at either the Senior Officer Grade B or Health Professional Level 5, dependant on the skills, experience and qualifications of the successful applicant.

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

Office of the Director General

Organisational Governance

Senior Freedom of Information Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 10311)

Gazetted: 27 June 2018

Closing Date: 4 July 2018

Details: This position sits within the Organisational Governance Unit and reports to the Senior Manager. This Officer will have significant contact with the Executive and requires a high degree of sensitivity and confidentiality, as well as a highly responsive approach in responding to tight deadlines. A demonstrated understanding of the *Freedom of Information (FOI) Act 2016* and ability to interpret legislation is crucial to this position. The successful Officer will also be required to have outstanding written skills. The position will also oversee the management and support of FOI Officers located within the Unit.

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

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

Corporate Services

Internal Audit and Risk Management

Senior Assurance Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 37555)

Gazetted: 25 June 2018

Closing Date: 9 July 2018

Details: The Internal Audit and Risk Management Branch is seeking an Assurance Officer to work in a small team mainly to execute the audit program, provide secretariat support to the Audit and Risk Management Committee (ARMC) and assist with administrative tasks that are critical to the team's efficient and effective operation. Initiative, teamwork, organisational skills and attention to detail are essential to perform this role. The Assurance Officer will also assist to conduct audits and reviews, including performance, financial and compliance type audits and reviews. In addition, the officer will also assist the team to facilitate the implementation of Risk Management, Fraud and Corruption and Business Continuity Frameworks across the directorate.

Note: This is a temporary position available until 14 June 2019 with the possibility of extension and/or permanency.

Contact Officer: Mayooran Sinnathurai (02) 6205 0147 mayooran.sinnathurai@act.gov.au

Corporate Services

People Management

Employee Relations

Senior Human Resources Project Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 37532)

Gazetted: 26 June 2018

Closing Date: 10 July 2018

Details: The Community Services Directorate is seeking a highly organised, motivated and output focussed individual to fill the position of Senior Human Resources Project Officer reporting to the Deputy Director, People Management Branch. This position has been created to develop, implement and deliver a new Child Protection worker classification structure, including a competency based assessment model and associated policies and

procedures and further initiatives to support a strong workforce strategy. To be successful in this position, you will have demonstrated superior communication skills, both oral and written skills, liaison, consultation and negotiation skills. You will also require the ability to interpret policy and legislation in order to develop workplace competencies and occupy a position on the broad banding committee.

Eligibility/Other Requirements: Desirable qualifications and experience but not essential: Experience in a human resources, government policy or child protection field and/or relevant tertiary qualification. Experience in Training Development and Competency Based Assessments.

Contact Officer: Craig Rose (02) 6207 1210 craig.rose@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

Service Design and Delivery

Student Engagement

Murrumbidgee Education and Training Centre

Deputy Principal

School Leader B \$136,828, Canberra (PN: 33760)

Gazetted: 27 June 2018

Closing Date: 4 July 2018

Details: Murrumbidgee Education and Training Centre is looking for a leader who would like to work within cross agency setting and lead a small dedicated team of teachers and trainers to provide education and vocational learning for young people attending Bimberi Youth Justice Centre. This is an exciting opportunity to make a difference in young people's lives. The leader we are looking for would have initiative, be respectful to young people with complex needs and be able to work collaboratively within a multidisciplinary environment. This position is to start at the beginning of the 2019 school year.

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

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.

Contact Officer: David Bromhead (02) 6205 7170 david.bromhead@act.gov.au

Service Design and Delivery

Learning and Teaching

Aboriginal and Torres Strait Islander Education

Assistant Manager: Policy and Programs

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 40485)

Gazetted: 21 June 2018

Closing Date: 5 July 2018

Details: Aboriginal and Torres Strait Islander Education is seeking an experienced Policy Officer to join the team to support the Director and Manager to develop and achieve the strategic goals of the Education Directorate. The Assistant Manager, Policy and Programs has a variety of responsibilities to ensure team functions meet the requirements of the Cultural Integrity in Canberra Public Schools policy. Responsibilities include overseeing implementation of new ways of working and, assessing and evaluating program success. A priority of the role is capability building within the Aboriginal and Torres Strait Islander Education Section through modelling and monitoring sound administrative processes.

Eligibility/Other Requirements: A *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.

Note: This is a temporary position available until the 11 February 2019 with the possibility of extension and/or permanency. This is a designated position in accordance with *s42, Discrimination Act 1991* and is only open to

Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested.

Contact Officer: Beth Craddy (02) 6205 9195 beth.craddy@act.gov.au

Environment, Planning and Sustainable Development

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

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

Climate Change and Sustainability

Sustainability Programs

Household Unit

Program Administration Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 20826)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: Sustainability Programs is seeking to employ a Program Administration Officer to assist in the day-to-day administration of the programs run by the Actsmart Household team. The successful applicant will deliver elements of the Actsmart Household programs including responding to general enquiries from the public, representing Actsmart at events such as the Multicultural Festival and Canberra Show, and conducting occasional home visits for program participants. The role includes clerical, general and administrative support to all members of the Actsmart Household team, including the processing of invoices and rebates, and the recording of program and survey information into program databases. The successful applicant will display high-quality customer service and work well in a team environment.

Note: This temporary position is available ASAP until 30 June 2019 with the possibility of extension. Selection may be based on application only. The Environment, Planning and Sustainable Development Directorate will be moving to a new workplace designed for activity-based working (ABW) in February 2020. Under ABW arrangements officers will not have a designated workstation/desk.

Contact Officer: Esther Duffy (02) 6205 1362 esther.duffy@act.gov.au

Environment

Parks and Conservations Services

Fire, Forests and Roads

Manager- Fire, Infrastructure and Capital Works

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 20117)

Gazetted: 25 June 2018

Closing Date: 10 July 2018

Details: The Environment, Planning and Sustainable Development Directorate (EPSDD) has responsibility within the ACT for policy development relating to nature conservation, climate change, waste, heritage, planning, transport planning, energy and water, together with regulatory responsibilities for development applications. EPSDD serves the government to provide the highest possible quality of services to the people of Canberra, with the objective of securing a sustainable future for the ACT and its community. The Parks and Conservation Service (PCS) is a branch of EPSDD with responsibility for the management of the ACT's conservation estate including Nature Reserves, National Parks, commercial softwood forests and rural lands. The management of bushfires is a core function of the Parks and Conservation Service. The position sits within the Fire, Forests and Roads Section (FFR) and is responsible for managing the planning and approval process of a number of capital works funded infrastructure projects to ensure compliance with legislative requirements and enhance the capability of PCS to meet current and future business requirements. The position is also responsible for the implementation of bushfire management and mitigation programs within the Lower Cotter Catchment.

Eligibility/Other Requirements: This position is classified as a Fire Designated Position under the ACT Public Sector Administrative and Related Classifications Enterprise Agreement. Bushfire related activities, including bushfire suppression and rostered standby, are mandatory components of the position. Appointment / promotion /

transfer to the position will be conditional upon successful completion of a nationally recognised firefighting task-based fitness assessment.

Contact Officer: Neil Cooper (02) 6207 2488 neil.cooper@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

Surgery and Oral Health

Medical Staff

Plastic Surgeon

Staff Specialist Band 1-5

\$164,470 - \$202,960 Senior Specialist \$222,205

Visiting Medical Officer (VMO), Canberra (PN: 28531)

Gazetted: 28 June 2018

Closing Date:

Overview of the work area and position: The Division of Surgery, Oral Health is responsible for delivering inpatient and outpatients surgical and medical imaging services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region. The Division includes Surgical Bookings and Pre-Admission Clinic, Anaesthesia, Pain Management Unit, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions / Extended Day Surgery Unit, specialist surgical ward areas, medical and nursing Outpatient services, Shock Trauma Service, Trauma and Orthopaedic Research Unit and the ACT Dental Health Program. The Plastic and Reconstructive Surgery Unit currently consists of 2 specialist surgeons, 1 Post Graduate Fellow and 6 unaccredited registrars. The Unit provides an on-call service across both Canberra and Calvary Public Hospitals. The Unit is part of the major tertiary hospital in the region serving the ACT and much of South-Eastern NSW. The Canberra hospital also incorporates the Canberra Clinical School of the Australian National University Medical School. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$271,472 - \$359,926. Visiting Medical Officer - Sessional & Fee for Service rates. Visiting Medical Officer Contracts will be for a 3 year term. The generic VMO contract is available online: <http://www.health.act.gov.au/professional/medical>.

Eligibility/Other Requirements: o Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Royal Australasian College of Surgeons in Plastic and Reconstructive Surgery or equivalent specialist qualifications. Demonstrable post fellowship microsurgical skills. Must hold a current driver's license. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Melanie Applebee (02) 6244 3207 Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

Canberra Hospital and Health Services

Cancer Ambulatory and Community Health Support

BreastScreen ACT

Clinical Coordinator

Staff Specialist Band 1-5

\$164,470 - \$202,960 Senior Specialist \$222,205, Canberra (PN: 33744)

Gazetted: 28 June 2018

Closing Date:

Overview of the work area and position:

The Division of Cancer, Ambulatory and Community Health Support provides a comprehensive range of cancer

screening, assessment, diagnostic and treatment services and palliative care through inpatient, outpatient and community settings. The division is also responsible for the administration support to Ambulatory and Community Health centres across ACT Health. BreastScreen ACT is part of the BreastScreen Australia screening program. The service offers free breast screening to all eligible women over 40 years in the ACT. The program has a target age group of women between 50 and 74 years. BreastScreen ACT provides screening at three sites located in the Canberra City, Phillip and Belconnen Health Centres. All assessments are carried out at the Canberra City clinic. The Program is recruiting one full-time or two part-time Clinical Coordinator/s. The hours are negotiable. The role requires experience in general practice, willingness to undertake training in the detection and management of early breast cancer within the population of women targeted by the Program. The successful applicant/s will demonstrate the ability to work well with a multidisciplinary team, possess excellent communication skills and exhibit a strong client focus. A commitment to quality improvement and an appreciation of the aims of population health screening is also required. Salary, Remuneration and Conditions: Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Indicative total remuneration, inclusive of applicable allowances, and assuming 10.5% superannuation, ranges from \$271,472 - \$359,926.

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Fellowship of the Royal Australasian College of Physicians (FRACP) in General Medicine and/or medical sub specialty or equivalent postgraduate degree or experience in General Practice or equivalent specialist qualifications. Registered under the Working with Vulnerable People Act. Desirable: Knowledge of BreastScreen Australia standards and experience working within a breast screening program. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Note: There is a permanent full time or two part time positions available. The applicants may negotiate hours to be worked with the Program Director to ensure the successful operation of the program. There may be additional capacity for a casual part time.

Contact Officer: See special requirements Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, Level 3, 4 Bowes Street PHILLIP ACT 2605

Canberra Hospital and Health Services

Women Youth and Children

Women, Youth and Children

Operational Director of Nursing and Midwifery

Registered Midwife Level 5 \$156,066, Canberra (PN: 15570)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About Us: 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. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for CHHS is to ensure the delivery of ACT Health's Territory Wides Services Framework, the ACT Health Quality Strategy and government priorities. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Director of Nursing and Midwifery, as an Executive member of the Division of Women, Youth and Children (WYC) will in consultation with the ACT Chief Nurse and WYC Executive Director

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Tertiary qualifications or equivalent and eligibility for membership of the appropriate professional organisation. Prior to commencement successful candidates will be

required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a temporary position available for a period of six months with the possibility of extension.

Contact Officer: Shari Blumer (02) 6174 7389 shari.blumer@act.gov.au

**Canberra Hospital and Health Services
Mental Health Justice Health Alcohol and Drug Services**

Justice Health

Clinical Nurse Consultant

Registered Nurse Level 3.2 \$114,377, Canberra (PN: 19788)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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. Overview of the work area and position: The Justice Health Services, Dhulwa Mental Health Unit (DHMU) provides high quality mental health care to people from 18 to 65 years of age within the DHMU and the Extended Care Unit (ECU). The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services. DMHU is a program of MHJHADS with 10 acute care beds and 15 rehabilitation beds. The ECU is a specialist mental health facility adjacent to Calvary Hospital in Bruce. The ECU sits within the Stepped Care Model of mental health care, providing medium term residential care for people who require rehabilitation and support to transition into the community setting. The ECU is a 10 bed unit, providing a range of contemporary, community focussed rehabilitation interventions, programs and services. These positions will provide senior nursing leadership for the clinical and administrative operations across both the DMHU and the ECU. This includes the day-to-day management of nursing care and the allocation of human and material resources to ensure the provision of safe, efficient, cost effective, high quality health care services.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); minimum five years' experience working in a Mental Health clinical role; strong understanding of mental health services and demonstrated advanced clinical knowledge, skills and experience in the area of practice; holds or is working towards post-graduate qualification in Mental Health Nursing; current driver's licence. Desirable: Experience working within a Forensic Mental Health setting is highly desirable. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Tash Lutz (02) 6207 9439 tash.lutz@act.gov.au

University of Canberra Hospital

Facilities Manager

Senior Officer Grade A \$137,415, Canberra (PN: 40727)

Gazetted: 28 June 2018

Closing Date: 05 July 2018

Details: About us: 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. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services.

In addition, Justice Health Services are provided within the Territory's detention facilities. Overview of the work area and position: The University of Canberra Hospital (UCH) is Canberra's first purpose-built rehabilitation hospital, providing the highest standard of care through state-of-the-art technology. Located on the University of Canberra campus in Bruce, ACT Health is UCH partnering with the University to establish a hub for rehabilitation, research and education – investing today in tomorrow's health professionals. UCH provides a range of both inpatient and outpatient services including: Neurological Rehabilitation, General Rehabilitation, Older Person's Rehabilitation, Slow Stream Rehabilitation, Adult Mental Health Rehabilitation, ambulatory care services and programs, and day therapy sessions. As a leadership role with UCH, the Facilities Manager is responsible for the overall non clinical operations and performance of the hospital and its services across the ACT, and is an active participant of the UCH leadership team. The position is responsible for the delivery and ongoing management of a number of high-level contracts, ensuring the effective delivery of services to UCH. The successful applicant will be the primary interface between ACT Health and Brookfield Global Integrated Solutions (BGIS). BGIS are providing a range of hard and soft FM services including food services and patient support. It is expected that the Facilities Manager, UCH will have a unique understanding of the responsibilities and accountabilities of the role, and is able to work collaboratively across a range of areas in ACT Health. The successful applicant will provide outstanding leadership, communicate professionally and work with flexibility, efficiency, and diplomacy. This position will report to the Executive Director, Rehabilitation, Aged and Community Care (RACC).

Eligibility/Other Requirements: Mandatory: Minimum of five years' previous experience in a contract management role. Desirable: Previous experience within the health sector is desirable. Prior to commencement successful candidates will be required to be registered under *the Working with Vulnerable People (Background Checking) Act 2011* and undergo a pre-employment Police check.

Contact Officer: Linda Kohlhagen (02) 6174 8581 linda.kohlhagen@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health Alcohol and Drug Services

Adult Community Mental Health Services

Clinical Manager Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 16705)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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 and 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: Rehabilitation and Specialty Services 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: The nursing position is based in the Tuggeranong Mental Health Team, a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). Nursing staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care which will improve the responsivity and diversity of services offered to people. The new Clinical Manager is underpinned by principles of recovery and aims to: Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions; clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact; provide optimal treatment for people in their homes and community as effective hospital diversion. The successful applicant will be required to work as a member of the multidisciplinary team providing assessment and management of people experiencing mental illness. The applicant will be highly motivated to

engage in consultative and educative practices with families, carers and other agencies. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. Importantly the new Clinical Manager will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care. The position reports to a Team Leader who is based on site in the health centre and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants). This is an exciting opportunity for someone who may be interested in a working in a program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements: **Mandatory:** Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). **Desirable:** Tertiary qualifications in Nursing; current driver's licence. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Zoe Pope (02) 6207 6864 zoe.pope@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Women and Babies

Registered Midwife Registered Midwife Level 2 \$88,249 - \$93,533, Canberra (PN: 22329, several)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Centenary Hospital for Women and Children is a tertiary centre for the ACT and surrounding regional areas, providing specialised maternity care to all risk women and babies. The service provides two models of Midwifery Group Practice. The Canberra Midwifery Program (CMP) is a continuity midwifery model, providing maternity care for low risk women planning to birth in the Birth Centre environment. The CMP also currently offers publically funded homebirth to women meeting eligibility requirements. The Continuity at Canberra Hospital (CatCH) program provides continuity of midwifery care to all risk women. The advertised position is for case load midwives to provide continuity of midwifery care to 35 - 40 women per year, throughout pregnancy, birth and the postnatal period.

Eligibility/Other Requirements: **Mandatory:** Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Eligible for membership of the Australian College of Midwives. Must hold a current drivers licence. **Desirable:** Completion of Midwifery Practice Review or equivalent. Prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: There are several permanent full-time positions available within the two models.

Contact Officer: Chris Fowler (02) 6174 7684 chris.fowler@act.gov.au

University of Canberra Hospital

Rehabilitation Aged and Community Care

Rehabilitation Care Coordinator (University of Canberra Hospital)

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 40768)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

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Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Tertiary qualifications or equivalent in an allied health related field. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011* and comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Bianca Gonzales (02) 6244 4144 bianca.gonzales@act.gov.au

Canberra Hospital and Health Services

Women, Youth and Children

Genetics

Health Professional, Genetics

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 33278)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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. At ACT Health we are committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions. ACT Health is a smoke free environment, across all buildings, grounds and vehicles. ACT Health offers highly competitive pay rates and excellent employment conditions. Please see our Enterprise Agreements for more information and other great benefits you will receive as an ACT Government employee. Overview of the work area and position: The ACT Genetic Service is a clinical genetics service provided through ACT Health and based at the Canberra Hospital. A small group of genetic counsellors work in an outreach setting with Clinical Geneticist support from Sydney. We provide genetic counselling to families and individuals with a range of genetic conditions including cancer, paediatric, prenatal, cardiology and neurology. The successful applicant will have a primary role in assisting in the co-ordination of the clinical genetic service input into the recently developed Canberra Clinical Genomics Centre. This aspect of the role will be under the supervision of the senior genetic counsellor and clinical geneticist. The appointee will also assist senior genetic counsellors in clinical administration such as intakes, completing pedigrees and cancer risk computer algorithms. The successful applicant will have recent genomic education and it would be desirable if the applicant has experience in genomic variant interpretation. They will also have highly developed communication skills and a demonstrated capacity to work independently and within a team.

Eligibility/Other Requirements: A degree or diploma of a Tertiary institution relevant to the duties specified. Completion of Part 1 of HGSA (Genetic Counselling) or working towards Part 1 (ie. Master's of Genetic Counselling). Current driver's licence and ability to travel outside ACT. Prior to commencement successful candidates will be required to undergo a pre-employment Australian Federal Police check. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Comply with ACT Health credentialing requirements for allied health professionals. Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination.

Note: This is a temporary position available for a period of 12 months with the possibility of extension and/or permanency. This is a part-time position at 7:30 hours per week and the full-time salary noted above will be paid pro rata. Selection may be based on application and referee reports only.

Contact Officer: Linda Warwick (02) 6174 7630 linda.warwick@act.gov.au

**University of Canberra Hospital
Rehabilitation Aged and Community Care
Rehabilitation Care Coordinator**

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 40770)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About Us: 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. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: Rehabilitation, Aged and Community Care (RACC) is a vibrant and diverse Division within ACT Health providing multidisciplinary rehab, aged and community based care across a range of settings. This includes Canberra Hospital, Community Health Centres, Village Creek Centre in Kambah, and Independent Living Centre in Weston. Planning is well underway to establish the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. The new hospital, the University of Canberra Hospital (UCH) is part of the ACT Health's planned network of health facilities designed to meet the needs of our ageing and growing population. Planning is well underway to establish the ACT's first sub-acute rehabilitation hospital on the grounds of the University of Canberra. The new hospital, the University of Canberra Hospital (UCH) is part of the ACT Health's planned network of health facilities designed to meet the needs of our ageing and growing population. It is planned that in 2018 the inpatient Rehabilitation units will move from the Canberra Hospital to the University of Canberra Hospital.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Desirable: Tertiary qualifications or equivalent in an Allied Health Related Field and eligibility for membership of the appropriate professional organization. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Bianca Gonzales (02) 6244 4144 bianca.gonzales@act.gov.au

**Canberra Hospital and Health Services
Cancer, Ambulatory and Community Health Support
BreastScreen ACT
Senior Administration Manger**

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 14866)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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. Overview of the work area and position: BreastScreen ACT is part of the BreastScreen Australia screening program. The Service offers free breast screening to women aged 40 years and over living in the ACT. The Program has a target age group of women between 50 and 74 years. BreastScreen ACT provides screening at three sites located in the Canberra city, Phillip and Belconnen Health Centres. All administrative support and assessments clinics are carried out in the Canberra city clinic. BreastScreen ACT is seeking a suitably experienced and highly motivated person with excellent leadership and management skills to join the BreastScreen team. This position leads the administrative team, which has a key role in providing client support through taking a high volume of bookings, undertaking reception duties and supporting assessment clinics. The position is responsible for leading, managing and supporting a team to deliver administrative support and works closely with the Program Director and management team to achieve business outcomes and meet national BreastScreen Australia requirements. This position also undertakes performance and quality assurance analysis of administrative functions for business improvement and reporting, provides specialist technical advice on the BreastScreen Information System processes and business rules, contributes to continuous improvement and oversees projects to improve and support business outcomes. The successful applicant should be able to exercise a high level of judgement, have strong conceptual, analytical and problem solving skills, be able to work autonomously and have excellent communication and interpersonal skills. Under limited direction, the Senior Administration Manager is responsible for leading, managing and supporting a team to deliver administrative support for the successful operation of BreastScreen ACT. The Administration team provide a key role in supporting business outcomes and meeting national requirements. This involves coordinating and overseeing recruitment of administrative staff, financial budgets and preparing official correspondence on behalf of BreastScreen, as required.

Eligibility/Other Requirements: Highly desirable: Knowledge of and in depth working understanding (or ability to quickly acquire) of the BreastScreen Information System. Administration Management experience. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Yvonne Epping (02) 6205 1540 yvonne.epping@act.gov.au

Canberra Hospital and Health Services

Deputy Director General

Executive Director of Medical Services

GP Liaison Unit Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 26101)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About Us: 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. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The GP Liaison Unit (GPLU) at Canberra Hospital aims to enhance communication and partnerships between the hospital and General Practitioners (GPs) to facilitate a seamless health service and better patient outcomes. Staff working within the unit act as a point of contact in the hospital for GPs and practice staff, ACT health staff and external stakeholders regarding patient related and general hospital service enquiries. Under broad direction you will play a key role in providing day to day

administrative support to staff working within the unit as well as being first point of contact for incoming enquiries and management of same.

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

Notes: This is a temporary position available for a period of five months from 8 August 2018 until 7 January 2019 with the possibility of extension.

Contact Officer: Sharron Mills-Thom (02) 6174 5711 sharron.mills-thom@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Diabetes Enrolled Nurse

Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 40839)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

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Under the professional supervision of the relevant Clinical Nurse Consultant (CNC), the Enrolled Nurse role is responsible for the provision of appropriate skilled clinical nursing care for clients with Diabetes throughout the ACT Community and ACT Health campuses (incl. CHHS)

Eligibility/Other Requirements: Mandatory: Be registered (or eligible for registration) as an Enrolled Nurse with the Australian Health Practitioner Regulation Agency (APHRA). Desirable: current driver's licence. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Obtain a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes against specified infectious diseases.

Note: This is a temporary full time position available for a period of 12 months with the possibility of extension for up to 2 years.

Contact Officer: Lynelle Boisseau (02) 6174 7601 lynelle.boisseau@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health and Alcohol and Drug Services

Dhulwa Mental Health Unit

Enrolled Nurse Level 1 \$57,635 - \$61,578, Canberra (PN: 37310, several)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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. Canberra Hospital and Health Services (CHHS) provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The Mental Health, Justice Services and Alcohol and Drug Services (MHJHADS) Division is a vibrant and diverse division within ACT Health and provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and 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: Rehabilitation and Specialty Mental Health Services; Adult Acute Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS); Adult Community Mental Health Services; Justice Health Services; Dhulwa Mental Health Unit; extended Care Unit. Overview of the work area and position: The Justice Health Services, Dhulwa Mental Health Unit (DHMU) and the Extended Care Unit (ECU) provides high quality inpatient mental health care to people from 18 to 65 years of age. The Dhulwa Mental Health Unit (DMHU) is a secure mental health facility that first opened in November 2016. DMHU provides 24-hour, contemporary, evidence-based clinical mental health care for people who require secure inpatient treatment. DMHU provides a therapeutic and recovery-based approach, focused on individually tailored treatment programs to maximise mental health care outcomes for patients. The service aims to provide collaborative care involving the person, their carers and other key services. DMHU is managed by the Justice Health Services program in the MHJHADS division and offers 10 acute care beds and 15 rehabilitation beds. The ECU is a specialist mental health facility adjacent to Calvary Hospital in Bruce. The ECU sits within the Stepped Care Model of mental health care, providing medium term residential care for people who require rehabilitation and support to transition into the community setting. The ECU is a 10 bed unit, providing a range of contemporary, community focussed rehabilitation interventions, programs and services. DMHU is managed by the Justice Health Services program in the MHJHADS Division. The Enrolled Nurse role at this level, is responsible for the provision of clinical nursing support, treatment and supporting recovery of individuals within an acute and therapeutic rehabilitation environment. Enrolled Nurses at this level work under the direction and supervision of the Registered Nurse, however at all times the Enrolled Nurse retains responsibility for their actions and remains accountable for providing person-centred care. Enrolled Nurses are required to undertake professional development and clinical supervision activities, participate in quality initiatives and contribute to the multidisciplinary team. The role is supported by a cohesive multi-disciplinary team of Nurses, Psychologists, Occupational Therapists, Social Workers, Allied Health Assistants, Peer Workers, Administration Service Officers, Psychiatry Registrars and Consultant Psychiatrists. This position(s) is required to participate in a 24/7 roster.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA); current driver's licence. Desirable: Previous experience of working within a mental health setting. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Contact Officer: Tash Lutz (02) 6207 9438 tash.lutz@act.gov.au

Canberra Hospital and Health Services

Critical Care

Intensive Care Unit

Health Service Officer

Health Service Officer Level 3 \$48,385 - \$49,958, Canberra (PN: 19397)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

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Eligibility/Other Requirements: Desirable: Previous experience in the critical care environment. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Carly Silberberg (02) 6174 5094 carly.silberberg@act.gov.au

Deputy Director-General Innovation

Policy and Stakeholder Relations

Office for Mental Health

Change Leader

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 40301, several)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

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and Wellbeing with full implementation of the proposed model to proceed at a later stage. The Office for Mental Health and Wellbeing proposed model is a whole of government initiative which is tasked with developing a new Territory-wide vision for mental health and wellbeing. The Office will be focused on change management and systemic quality improvement, including all aspects of the experience of mental health and mental illness, including health services, drug and alcohol, primary care, housing, employment, community services, justice, the police, education, social inclusion and so on. The ACT Office for Mental Health and Wellbeing is modelled partially on the UK's 'Delivery Unit' in that its focus is on implementation science and quality improvement. It also takes into account the most effective features of reforming Mental Health Commissions both internationally and in Australia. The Office works with partners both within government and without, to identify the direction of mental health reform in the ACT, to drive change, implement reform and measure progress. Operating as a change agent for mental health reform the ACT Office for Mental Health and Wellbeing: Identifies opportunities for quality improvement across the entire continuum of mental health care; Supports responsible agencies and people to address these opportunities; and Reports on progress. There is already mental health policy and provider expertise in the ACT, spread across government and non-government agencies. There is also a deep wellspring of service-user, family carer and provider expertise, grounded in their experience of local services and systems. There is a need to better harness all this expertise and provide a more integrated system to address mental illness and promote mental health across the Territory. Under the broad direction the Coordinator General Office for Mental Health, the Change Leader/s are responsible for the provision of leadership regarding the change management portfolio of sector improvement initiatives embarked on by the Office for Mental Health. Core responsibilities for the Change Leader include analytics, quality improvement activities, system design, the identification and application of evidence and community consultation and engagement with a key focus is on turning research and evidence into sustainable practice.

Eligibility/Other Requirements: *Desirable*: Tertiary qualifications (or equivalent) in Operational Management or Health Policy. Previous experience in data analysis within a mental health environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: These are temporary positions available for a period of three years with the possibility of extension.

Contact Officer: Amber Shuhyta (02) 6205 3763 amber.shuhyta@act.gov.au

Corporate

Digital Solutions

Technology Operations

Manager (Data Repository and Reports Hub)

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 20069)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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 Corporate Division provides ACT Health wide non-clinical strategic and operational services and is critical to the effective provision of health services. This includes the provision of financial and business support services, and maintaining physical and technological infrastructure for the ACT's public hospitals and health services. The Corporate Division consists of the following Branches:

Business Support Services; Digital Solutions Division; Health Infrastructure Services; and Strategic Finance.

Overview of the work area and position: The Digital Solutions Division is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities. The Digital Solutions Division is responsible for the: Development, implementation and support of the Digital Health Strategy; management of technology services and coordination of technology projects; management of the relationship and service delivery by Health Directorate technology vendors. Development, implementation and maintenance of technology policies and procedures; ensuring Health Directorate information security. The Technology Operations Branch is responsible for the delivery of technology services (including devices, computers, infrastructure and applications) to the Health Directorate, our patients, stakeholders and partners. The Branch is responsible for all technology operational matters across the Directorate and works closely with our Shared Services ICT partner, technology vendors and subject matter experts to deliver high quality technology services on a 24/7 basis to support the Health Directorate's operations.

Eligibility/Other Requirements: *Mandatory*: Minimum of five years' experience in data analytics and data repositories; minimum of five years of experience in the technology sector. *Desirable*: Tertiary Qualifications in

Information and Communication Technology (ICT); experience in and/or knowledge of the Health environment including an understanding of hospital systems would be an advantage; professional membership of the Australian Computer Society (ACS) including assessment at a level of 'Certified Professional' or the ability to obtain such membership and certification level prior to commencing in the role. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Sean Winefield (02) 6207 5754 sean.winefield@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Clinical Manager

Registered Nurse Level 3.1 \$101,175 - \$105,339, Canberra (PN: 26357)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: Mental Health, Justice Health and Alcohol and Drug Services provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of the people who use the service, including 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: Rehabilitation and Specialty 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: The nursing position is based in the Woden Mental Health Team, a multidisciplinary team that is part of Adult Community Mental Health Services (ACMHS). Nursing staff working within MHJHADS are required to support people to achieve their personal recovery goals as identified in their Recovery Plan. The ACMHS provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT (Gungahlin, Belconnen, City, Phillip, Tuggeranong) with a strong focus on the provision of timely and effective mental health interventions. The program is in the final stages of implementing a new model of care (MoC) which will improve the responsiveness and diversity of services offered to people. The new MoC is underpinned by principles of recovery and aims to: Increase standardisation of procedures, processes and practices to promote more internal consistency in service delivery and best practice interventions. Clarify and delineate of the role and service functions to reduce duplication and inefficiencies, reduce administrative burden on staff and promote more direct clinical contact. Provide optimal treatment for people in their homes and community as effective hospital diversion. The successful applicant will be required to work as a member of the multidisciplinary team providing high quality clinical interventions and care, and to achieve of positive outcomes for people. The applicant will be highly motivated to engage in consultative and educative practices with families, carers and other agencies. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. Providing supervision to staff at the Registered Nurse 1& 2 Levels as well as students is a key part of the role. Importantly the new MoC will allow greater opportunity for clinicians' to deliver discipline specific interventions, with case-loads reflecting strengths based models of care. The position reports to a Team Leader who is based on site in the health centre and is supported by a cohesive multidisciplinary team (including Nurses, Social Workers, Occupational Therapists, Psychologists and Psychiatrists, Allied Health Assistants). This is an exciting opportunity for someone who may be interested in a working in a program that comprises access, hospital diversion, assertive outreach, and community recovery and therapy services.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Nursing with current registration with the Australian Health Practitioner Regulation Agency (AHPRA). Minimum three years nursing experience in a mental health services, and Strong understanding of adult community mental health services. Desirable: Post Graduate Qualification in Mental Health Nursing or working towards such, and current driver's licence. Please note prior to commencement successful candidates will be required to: have current registration issued under the *ACT Working with Vulnerable People Act 2011*; undergo a pre-employment Police check and Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Note: This is a temporary position available for a period of 6 months with the possibility of extension.

Contact Officer: Mathew Hunstone (02) 6205 1488 mathew.hunstone@act.gov.au

Canberra Hospital and Health Services
Mental Health Justice Health Alcohol and Drug Services
Director of Allied Health
Clinical Supervisor (Psychology)
Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 38557)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About Us: 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. Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services; Justice Health Services, and Rehabilitation and Specialty Mental Health Services. Overview of the work area and position: The Office of the Director of Allied Health, MHJHADS provides strategic leadership, professional governance and advocacy for Allied Health in MHJHADS. The Clinical Supervisor – Psychology – position reports to the Discipline Principal of Psychology, MHJHADS. The successful candidate will provide clinical supervision to Psychologists and other Allied Health staff consistent with ACT Health, MHJHADS and Psychology Board of Australia policies, procedures and standards. They will have high level knowledge, expertise and skills in the provision of psychological services and will be expected to apply this knowledge both to discipline specific and broader allied health contexts. In addition, the successful applicant will be expected to demonstrate a well-developed understanding of quality and safety systems and a commitment to meeting standards and managing job demand. The position holder is expected to operate within the *Public Sector Management Act (1994)*, the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Psychology Board of Australia; minimum five years experience in psychology practice; hold an Area of Practice Endorsement in Clinical Psychology; approved or eligible for approval as a Psychology Board of Australia Principal and/or Secondary Supervisor for 4+2 interns, registrars, and/or Higher Degree Students. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; be registered under the *Working with Vulnerable People (Background Checking) Act 2011*; comply with ACT Health credentialing requirements for allied health; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: This is a part-time permanent position available at 7:35 hours per week and the full-time salary noted above will be paid pro-rata. Selection may be based on written application and referee reports only.

Contact Officer: Sarah Miller (02) 6205 4808 sarah.miller@act.gov.au

University of Canberra Hospital
Business Support Mental Health
Executive Coordination Officer
Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 40604)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About us: 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. Overview of the work area and position: The Office of the Executive Director of Mental Health, Justice Health, Alcohol and Other Drugs (MHJHADS) is responsible for the operational, strategic and high level management of the Division of MHJHADS. The Office of the Executive Director consists of the Executive Officer, Executive Coordinator and the Personal Assistant of the Executive Director and all work in collaboration to support the operational and administrative requirements for MHJHADS. Reporting to the

MHJHADS Executive Officer, this position will provide additional support related to the operational and high level administrative requirements in the Office of the Executive Director, including divisional responses, complaint correspondence and the daily management of release of information for MHJHADS. This Executive Coordination Officer position will undertake the daily coordination work to support these functions in a sustainable way for effective ongoing performance.

Eligibility/Other Requirements: Desirable: Tertiary qualifications (or equivalent) in relevant field, including Operational Management and/or Policy Development; previous experience in an analytical role within a Health Service. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

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

Corporate

Digital Solutions

Technology Operations

Senior Data Repository Analyst

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 29390, several)

Gazetted: 28 June 2018

Closing Date: 12 July 2018

Details: About Us: 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 Corporate Division provides ACT Health wide non-clinical strategic and operational services and is critical to the effective provision of health services. This includes the provision of financial and business support services, and maintaining physical and technological infrastructure for the ACT's public hospitals and health services. The Corporate Division consists of the following Branches: Business Support Services; Digital Solutions Division; Health Infrastructure Services; and Strategic Finance.

Overview of the work area and position: The Digital Solutions Division is led by the Chief Information Officer (CIO) who provides high-level leadership, management and strategic advice in relation to technology services and capabilities. The Digital Solutions Division is responsible for the: Development, implementation and support of the Digital Health Strategy; management of technology services and coordination of technology projects; management of the relationship and service delivery by Health Directorate technology vendors; development, implementation and maintenance of technology policies and procedures; ensuring Health Directorate information security. The Technology Operations Branch is responsible for the delivery of technology services (including devices, computers, infrastructure and applications) to the Health Directorate, our patients, stakeholders and partners. The Branch is responsible for all technology operational matters across the Directorate and works closely with our Shared Services Information and Communication Technology (ICT) partner, technology vendors and subject matter experts to deliver high quality technology services on a 24/7 basis to support the Health Directorate's operations.

Eligibility/Other Requirements: Mandatory: Minimum of two years of experience in data analytics and data repositories; minimum of two years of experience in the technology sector. Desirable: Tertiary Qualifications in Information and Communication Technology (ICT); experience in and/or knowledge of the Health environment including an understanding of hospital systems would be an advantage. Prior to commencement successful candidates will be required to undergo a pre-employment Police check; comply with ACT Health Occupational Assessment, Screening and Vaccination policy, (OMU).

Notes: There are several temporary positions available for a period of twelve months with the possibility of extension and/or permanency. An order of merit list may be established to fill future vacancies at level over the next 12 months.

Contact Officer: Sean Winefield (02) 6207 5754 sean.winefield@act.gov.au

Independent Competition and Regulatory Commission

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

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

ACT Remuneration Tribunal, Member (Legal)

\$18,100, Canberra (PN: C04546)

Gazetted: 22 June 2018

Closing Date: 9 July 2018

Details: The Chief Minister is seeking expressions of interest in appointment to the part-time statutory position as a Member of the ACT Remuneration Tribunal.

The ACT Remuneration Tribunal serves the ACT Community by providing transparency of process and accountability when inquiring into and determining the remuneration of a variety of public offices including: the Speaker, Chief Minister, Ministers and other Members of the Legislative Assembly; the Judiciary of the ACT Supreme Court and Magistrates of the ACT Magistrates temporary Court; ACT Public Service Executives; full-time holders of statutory offices including the Clerk of the Legislative Assembly, Auditor-General, Electoral Commissioner, Director of Public Prosecutions, and Commissioners in the Human Rights Commission; and part-time Public Office Holders (statutory and non-statutory).

The ACT Remuneration Tribunal conducts Reviews twice a year in Spring and Autumn. A major review of remuneration and entitlements for ACT Public Service Executives is currently underway.

Members of the ACT Remuneration Tribunal are appointed part-time for a period of not longer than 5 years. Current remuneration, based on attending two reviews per year and other out of session work is \$18,100 per annum. A diverse perspective, and qualifications or professional experience in the field of industrial law is highly regarded. The successful applicant will commence in the role as soon as possible, preferably in August 2018.

Contact Officer: For further information on this role, please contact Ms Meredith Whitten, Deputy Director-General, Chief Minister, Treasury and Economic Development Directorate on (02) 6205 5147 or Meredith.Whitten@act.gov.au

Information on how to apply can be found in the attached Candidate Information pack. Applications should be emailed to: remtrib@act.gov.au

Contact Officer: Meredith Whitten (02) 6205 5147 meredith.whitten@act.gov.au

Justice and Community Safety

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

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

ACT Courts and Tribunal

Corporate Strategy and Services

Corporate Information and Systems

Data Analyst

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 40801)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: The ACT Courts and Tribunal Administration is seeking an experienced and qualified person to undertake the role of Data Analyst. You will also be required to: Undertake analysis of data in the Courts and Tribunal's integrated case management system (ICMS) to identify/categorise data issues and suggests improvements for operational and reporting purposes; identify changes to business processes that would be necessary to ensure the proper operation of ICMS; identify data feeds into ICMS from interfaces that may contribute to data integrity issues in ICMS; remediate issues through the identification of corrupt and/or duplicate data and recommend changes; work closely with the ICMS project and support areas assisting in the design and delivery of ICMS improvements. Applicants need to be self-motivated, committed to achieving outcomes, be able to build relationships and activity and effectively contribute to the project outcomes.

Eligibility/Other Requirements: Experience in a similar Data Analyst role and/or qualifications relevant to the position would be desirable.

Note: This is a temporary position available for a period of 12 months with the possibility of extension. Applicants are required to submit a current Curriculum Vitae and a covering letter (maximum two pages) outlining relevant skills and experience in relation to the selection criteria.

Contact Officer: Jacinta Smith (02) 6207 1427 jacinta.smith@courts.act.gov.au

ACT Corrective Services

Custodial Operations

Offender Services and Corrections Programs

AMC Indigenous Case Manager

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 35794)

Gazetted: 21 June 2018

Closing Date: 19 July 2018

Details: ACT Corrective Services is looking for values-driven professionals to be part of a highly skilled team committed to providing effective case management for detainees. Working closely with other Alexander Maconochie Centre (AMC) Case Managers, and under the direction of the Team Leader, Case Management Unit, you will deliver case management for offenders in the AMC with a view to identifying and reducing risk while supporting rehabilitation and community integration on release from custody. You will also deliver case management in line with international best practice. Further to this, you will have the opportunity to provide professional advice, input and support in relation to all aspects of offender management within the AMC and you will participate in multi-disciplinary meetings to develop individual case plans and facilitate group programs designed to maximise rehabilitative opportunities for offenders. To be successful in this role you will be able to demonstrate an understanding of and commitment to contemporary best practice in relation to case management. You will also be able to demonstrate significant skill and expertise (or a capacity to quickly develop relevant skill and expertise) in developing, implementing and monitoring individualised case plans. You will also be able to demonstrate a capacity for developing useful relationships with detainees to enable the accurate identification of risks and needs. ACT Corrective Services is looking for values-driven professionals to be part of a highly skilled team committed to providing effective case management for detainees. Working closely with other AMC Case Managers, and under the direction of the Team Leader, Case Management Unit, you will deliver case management for offenders in the Alexander Maconochie Centre (AMC) with a view to identifying and reducing risk while supporting rehabilitation and community integration on release from custody. You will also deliver case management in line with international best practice. Further to this, you will have the opportunity to provide professional advice, input and support in relation to all aspects of offender management within the AMC and you will participate in multi-disciplinary meetings to develop individual case plans and facilitate group programs designed to maximise rehabilitative opportunities for offenders. To be successful in this role you will be able to demonstrate an understanding of and commitment to contemporary best practice in relation to case management. You will also be able to demonstrate significant skill and expertise (or a capacity to quickly develop relevant skill and expertise) in developing, implementing and monitoring individualised case plans. You will also be able to demonstrate a capacity for developing useful relationships with detainees to enable the accurate identification of risks and needs.

Eligibility/Other Requirements: This is a designated position in accordance with *s42, Discrimination Act 1991* and is only open to Aboriginal and/or Torres Strait Islander people. Aboriginal and/or Torres Strait Islander heritage is considered essential and therefore a Confirmation of Aboriginality may be requested. This position will work closely with AMC Indigenous Liaison Officer. Experience working with offenders and relevant tertiary qualifications are highly desirable. Eligible candidates will be required to undergo a criminal history check. Applicants may be required to undertake psychological aptitude testing as part of the assessment process. Current registration issued under the *Working with Vulnerable People Act 2011* is essential. A current driver's licence is essential.

Note: To apply, applicants are required to submit five items: (1) ACT Government Application Cover Sheet; (2) statement of claims against specified selection criteria; (3) a current resume; (4) the names and contact details of two referees; and (5) a copy of their driver's licence. Please ensure you submit all five items. Ideally, one of the referees should be a current supervisor.

Contact Officer: Sally Fitzmaurice (02) 6205 4890 sally.fitzmaurice@act.gov.au

Emergency Services Agency

Risk and Planning

Digital Services

Digital Services Officer

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 34781)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: Applications are sought from interested applicants for the Administrative Service Officer Grade 5 (ASO5) role of Digital Services Officer, Digital Services Section, Risk and Planning Business Unit, ACT Emergency Services Agency. The unit is seeking a well organised and motivated officer with initiative, sound judgement and proven experience in developing and implementing innovative and effective digital solutions. This is a rare opportunity to utilise your digital services experience by joining a fast-paced, dynamic team using the latest digital and design software to directly support the front line emergency services and the wider Justice and Community Safety (JACS) Directorate. This position will take an important role in coordinating and uploading content to JACS Directorate websites and SharePoint sites. The successful applicant will also undertake graphic design work and basic development and administration of the Directorate's website and intranet sites, including permission management, governance and structure. The successful applicant will also assist with the delivery of the Directorate's digital, design and traditional communications products. Suitable applicants would possess interpersonal, negotiation and communication skills of a high order. This is a service focused role coordinating and resolving user requests in collaboration with other team members.

Note: This is a temporary position available for a period of six months with possibility of extension. Selection may be based on application and referee reports only. Applicants are requested to submit an application of no more than two pages providing details of their relevant experience and skills to undertake the duties and responsibilities outlined in the attached position description, a copy of a current Curriculum Vitae and the name and contact details for one referee.

Contact Officer: Andy Tripathi (02) 6205 3034 andy.tripathi@act.gov.au

Corporate

People and Workplace Strategy

Learning Management System Project Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 40854)

Gazetted: 26 June 2018

Closing Date: 3 July 2018

Details: People and Workplace Strategy is seeking an experienced and highly motivated person to fill the role of Learning Management System Project Manager. Main duties include leading and continuing the development and implementation of a learning management system (LMS) across the Directorate and its Registered Training Organisations; partnering with learning professionals and stakeholders to interpret learning requirements to creatively build learner focused solutions; assisting with development and delivery of training and development initiatives for different clients and groups to enhance workforce capability; managing the Directorate's Graduate Program; and assisting with the process for the Directorate to achieve White Ribbon accreditation. To succeed in this role, the applicant must have experience in leading and co-ordinating training services and managing projects in a public sector learning and development environment.

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

How to apply: Applications should include a supporting statement of no more than two pages outlining your experience and ability in the above areas, along with the Application Coversheet, a current Curriculum Vitae and contact details for two referees (one should be a current Supervisor/Manager).

Contact Officer: Doreen Tan (02) 6207 0995 doreen.tan@act.gov.au

Office of the Legislative Assembly

Parliamentary Support

Chamber Support

Chamber Support and Papers Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 213)

Gazetted: 26 June 2018

Closing Date: 3 July 2018

The Position of Chamber Support and Papers Officer provides administrative support to the Chamber Support Office of the Office of the Legislative Assembly, with particular emphasis on the coordination and management of papers tabled in the Assembly.

Note: Fixed term contract until late 2020 with the possibility of permanent placement from this process.
Contact Officer: Celeste Italiano (02) 6205 0631 Celeste.Italiano@parliament.act.gov.au Applications can be forwarded to: OLARecruitment@parliament.act.gov.au

Transport Canberra and City Services

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

City Presentation, Roads and Infrastructure Division

Place Management

City Presentation

Lakes and Special Projects Officer

Technical Officer Level 3 \$69,148 - \$78,145, Canberra (PN: 33126)

Gazetted: 26 June 2018

Closing Date: 17 July 2018

Details: Place Management, a business unit within City Services, Parks and City Services is responsible for the management of urban parks and the public domain, including, lakes, shopping centres, playgrounds, public open space and city places. It maintains the look of the city and its environments and promotes recreational use of our urban parks and public places through sustainable land management. The successful applicant should possess the following skills: Demonstrated technical knowledge and experience in urban open space and/or lakes and waterways and associated built asset management including cost estimating and asset condition assessment. Demonstrated knowledge and experience in contract management and administration including contractor performance monitoring. Demonstrated ability to review and provide technical advice on landscape plans and development applications. Demonstrated resource, time and project management skills Demonstrated communication (oral and written), liaison, negotiation and conflict resolution skills and the ability to work as a member of a team. Demonstrated ability to consistently display high quality customer service principles practices and to liaise with community groups, other government agencies and stakeholder groups. Demonstrated knowledge and commitment to ACT Government policies and legislative requirements in the workplace, including the ACT Public Service Respect Equity and Diversity Framework and Code of Conduct, workplace health and safety procedures and programs, and staff development and training.

Eligibility/Other Requirements: Applicants must be physically able and willing to undertake incident management duties, including participation in fire standby, fire suppression and fire training. Hold a current manual driver's licence. A current First Aid Certificate or willingness to obtain one. Certificate IV in Contract Management highly desirable. Tertiary qualifications in environmental management, urban park management, Trade Certificate in Horticulture or equivalent essential.

Note: This temporary position is for two years with the possibility of extension.

Contact Officer: Sam Neylon (02) 6207 1859 sam.neylon@act.gov.au

Chief Operating Officer

Governance and Ministerial Services

Security and Risk

Senior Manager, Security and Risk

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 00478)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: Applications are sought for an experienced, motivated, innovative and skilled professional to fill the role of Senior Manager, Security and Risk. The Senior Manager is responsible for leading the implementation of the Directorate's protective security compliance, risk management, emergency planning, business continuity, insurance coordination and fraud control. The Senior Manager is expected to work collaboratively with all business units across the Directorate and be supportive and flexible in their approach to changing priorities.

Contact Officer: Shonah Stratton (02) 6205 8479 shonah.stratton@act.gov.au

Suburban Land Agency

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

Office of the Chief Executive

Board Support Officer

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 39065)

Gazetted: 22 June 2018

Closing Date: 6 July 2018

Details: The Suburban Land Agency is seeking enthusiastic candidates to provide support to its Governing Board. This is a key position within the Agency and presents an exciting opportunity to oversee and assist the Board provide Governance oversight, leadership and guidance to the Executive and the Agency as it delivers its strategic objectives. Working as part of the Board's support team and reporting to the Board Secretary this position will coordinate and provide high level guidance to the Board and the Agency Executive in delivering our land development, and sales and marketing operations. You will work with a high degree of independence coordinating the movement of the Board, the logistics of meetings and assisting with the development of Agenda's and associated papers to be presented to the Board and its committees. The successful candidate will need to be able to work in a rapidly changing environment with multiple deadlines, displaying resilience and flexibility to adjust to the competing demands of the Board, the Agency and the delivery program. This role is being established in a newly formed team that will be led by a Board Secretary, establishing a framework to support the Board which is consistent with the processes defined by the Australian Institute of Company Directors.

Eligibility/Other Requirements: Experience providing support to a Governing Board would be an advantage. Completion of a Company Secretary Course or equivalent is highly desirable. Previous experience working within a Government will be well regarded.

Note: This temporary position is available for a period of six months with the possibility of extension and/or permanency from this process. Applications are sought from potential candidates and should include a statement of no more than three pages outlining experience and/or ability against the selection criteria, contact details of at least two referees and a current curriculum vitae. Environment, Planning and Sustainable Development Directorate will be moving to a new workplace designed for activity-based working (ABW) in February 2020. Under ABW arrangements officers will not have a designated workstation/desk.

Contact Officer: Anthony Bailey (02) 6205 9543 anthony.bailey@act.gov.au

APPOINTMENTS

Canberra Institute of Technology

Teacher Level 2 \$100,508

Corinna Connell 835-65823, Section 68(1), 25 June 2018

Chief Minister, Treasury and Economic Development

Administrative Services Officer Class 4 \$66,656 - \$72,175

Nathan Ballard 858-51807, Section 68(1), 25 June 2018

Information Technology Officer Class 2 \$79,824 - \$91,356

James Bell 853-61808, Section 68(1), 25 June 2018

Infrastructure Officer 2 \$79,919 - \$91,947

Briar Champness 858-53183, Section 68(1), 25 June 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616

Kallyan Heng 835-97948, Section 68(1), 22 June 2018

Administrative Services Officer Class 4 \$66,656 - \$72,175

Emily Long 853-50578, Section 68(1), 18 June 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616

Alexander Milkovits 835-92397, Section 68(1), 22 June 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616

Radica Milovanovic 853-47571, Section 68(1), 21 June 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616

Madushani Muhandiramlage 848-77693, Section 68(1), 21 June 2018

Information Technology Officer Class 1 \$64,616 - \$73,554

Peter Ovchinnikov 853-81024, Section 68(1), 18 June 2018

Senior Officer Grade A \$137,415

Ross Triffitt 858-53191, Section 68(1), 25 June 2018

Community Services

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)

Andrea McKenzie 853-71432, Section 68(1), 25 June 2018

Administrative Services Officer Class 5 \$74,081 - \$78,415

Brittany Smith 853-72873, Section 68(1), 25 June 2018

Education

School Assistant 3 \$51,053 - \$54,947

Amanda Lowe 858-52789, Section 68(1), 21 June 2018

Administrative Services Officer Class 6 \$79,824 - \$91,356

Pragati Peswani 848-80155, Section 68(1), 19 June 2018

General Service Officer Level 3/4 \$47,087 - \$51,420

Nicholas Walter 849-14925, Section 68(1), 26 June 2018

Environment, Planning and Sustainable Development

Administrative Services Officer Class 5 \$74,081 - \$78,415

Therese Tran 853-73702, Section 68(1), 26 June 2018

Senior Officer Grade C \$100,462 - \$108,140

Kerrie Wilmot 858-53124, Section 68(1), 22 June 2018

Health

Administrative Services Officer Class 2/3 \$52,991 - \$64,616

Tia Austin 856-74185, Section 68(1), 28 June 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Imelda Chua 857-43400, Section 68(1), 19 June 2018

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)

Antonina Galton 853-58932, Section 68(1), 19 June 2018

Enrolled Nurse Level 1 \$57,635 - \$61,578

Paula Handreck 858-53060, Section 68(1), 2 July 2018

Registered Midwife Level 1 \$63,548 - \$84,888

Karin Heath 858-50273, Section 68(1), 28 June 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Susan Hogan 858-52543, Section 68(1), 2 July 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Hibo Ibrahim 840-50477, Section 68(1), 28 June 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616

Jis Johnson 847-26262, Section 68(1), 15 June 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Elby Justin 858-51647, Section 68(1), 26 June 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Emma King 858-52076, Section 68(1), 2 July 2018

Registered Nurse Level 2 \$88,249 - \$93,533

Catherine Mabey 813-97192, Section 68(1), 27 June 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Susan McIvor 858-53044, Section 68(1), 5 July 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Jacob Moir 858-53300, Section 68(1), 2 July 2018

Enrolled Nurse Level 1 \$57,635 - \$61,578

Barbara N'Drihin 858-53458, Section 68(1), 2 July 2018

Health Professional Level 2 \$61,784 - \$84,816

Linda Pronk 858-50353, Section 68(1), 27 June 2018

Registered Nurse Level 1 \$63,548 - \$84,888

Ana Vavrek 850-41740, Section 68(1), 27 June 2018

Justice and Community Safety

Administrative Services Officer Class 6 \$79,824 - \$91,356

Annie Carroll 853-46181, Section 68(1), 26 June 2018

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

Nicole Day 858-52519, Section 68(1), 25 June 2018

Administrative Services Officer Class 3 \$60,039 - \$64,616

Michael Hancock 858-52498, Section 68(1), 25 June 2018

Administrative Services Officer Class 4 \$66,656 - \$72,175

Andrew Kirkwood 858-51874, Section 68(1), 15 June 2018

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

Jason Ralton 858-51698, Section 68(1), 25 June 2018

Transport Canberra and City Services

Administrative Services Officer Class 3 \$60,039 - \$64,616

Mitchell Baskys 853-73227, Section 68(1), 15 June 2018

General Service Officer Level 5/6 \$52,198 - \$57,445

Conrade Johnson 853-60290, Section 68(1), 26 June 2018

TRANSFERS

Chief Minister, Treasury and Economic Development

Yue Huang: 843-89948

From: Senior Officer Grade C \$108,140

Health

To: Senior Officer Grade C \$100,462 - \$108,140

Chief Minister, Treasury and Economic Development, Canberra (PN. 40121) (Gazetted 7 April 2018)

Education

Jacinta Dale: 835-32810

From: Classroom Teacher \$64,411 - \$101,821

Education

To: Professional Officer Class 2 \$79,824 - \$91,356

Education, Canberra (PN. 40480) (Gazetted 1 May 2018)

Environment, Planning and Sustainable Development

Natalie Kay MacLean: 835-9923

From: Senior Officer Grade C \$108,140

Justice and Community Safety Directorate

To: Senior Officer Grade C \$100,462 - \$108,140

Environment, Planning and Sustainable Development, Canberra (PN. 38031) (Gazetted 11 April 2018)

Health

Samantha Boys: 853-59759

From: Registered Nurse Level 1 \$63,548 - \$84,888

Health

To: Registered Nurse Level 1 \$63,548 - \$84,888

Health, Canberra (PN. 23910) (Gazetted 29 March 2018)

Danielle Brown: 848-8300

From: Assistant in Nursing \$48,888 - \$50,543
Health
To: Assistant in Nursing \$48,888 - \$50,543
Health, Canberra (PN. 40259) (Gazetted 4 April 2018)

Jane Chaseling: 835-84231

From: Registered Nurse Level 1 \$63,548
Health
To: Registered Nurse Level 1 \$63,548 - \$84,888
Health, Canberra (PN. 40012) (Gazetted 9 February 2018)

Veronique Clyde: 836-00705

From: Allied Health Assistant 2 \$50,040 - \$57,369
Health
To: Allied Health Assistant 2 \$50,040 - \$57,369
Health, Canberra (PN. 40158) (Gazetted 5 April 2018)

Amy Coleman: 847-27417

From: Health Professional Level 2 \$61,784 - \$84,816
Health
To: Health Professional Level 2 \$61,784 - \$84,816
Health, Canberra (PN. 40153) (Gazetted 5 April 2018)

Lana Davis: 799-85163

From: Registered Nurse Level 2 \$93,533
Health
To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 32323) (Gazetted 28 May 2018)

Katherine McCallum: 844-34366

From: Registered Nurse Level 1 \$63,548
Health
To: Registered Nurse Level 1 \$63,548 - \$84,888
Health, Canberra (PN. 40025) (Gazetted 8 February 2018)

Bronwyn Thomson: 839-26318

From: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Health
To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Health, Canberra (PN: 40170) (Gazetted 31/05/2018)

PROMOTIONS

Chief Minister, Treasury and Economic Development

Procurement, Property and Venues

Goods and Services Procurement

Contracts and Category Management

Kylie Cleary: 853-69113

From: Administrative Services Officer Class 6 \$79,824 - \$91,356
Chief Minister, Treasury and Economic Development

To: †Senior Professional Officer Grade B \$118,319 - \$133,197
Chief Minister, Treasury and Economic Development, Canberra (PN. 24832) (Gazetted 13 December 2017)

Access Canberra
Transport Regulation
Road User Services

Jacqueline Dunster: 853-74991

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development, Canberra (PN. 12978) (Gazetted 17 May 2018)

Corporate
Corporate Management
Governance

Giuseppe Erba: 846-88710

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Chief Minister, Treasury and Economic Development, Canberra (PN. 40328) (Gazetted 3 April 2018)

Access Canberra
Projects, Governance and Support
Finance and Budgets

Nadia Garanovich: 827-32167

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415
Chief Minister, Treasury and Economic Development, Canberra (PN. 40069) (Gazetted 21 March 2018)

Infrastructure Finance and Capital Works
Civil Infrastructure

Leslie Leung: 517-03291

From: Infrastructure Manager/Specialist 1 \$153,082
Chief Minister, Treasury and Economic Development

To: †Infrastructure Manager/Specialist 3 \$174,951
Chief Minister, Treasury and Economic Development, Canberra (PN. 40293) (Gazetted 22 March 2018)

Access Canberra
Community, Business and Transport Canberra
Working with Vulnerable People Compliance Unit

Seamus McClelland: 836-07472

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 6 \$79,824 - \$91,356
Chief Minister, Treasury and Economic Development, Canberra (PN. 30754) (Gazetted 10 May 2018)

Access Canberra
Licensing and Registration
Niraj Mehta: 789-46306

From: ORS Inspector 6 \$79,824 - \$91,356
Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$100,462 - \$108,140
Chief Minister, Treasury and Economic Development, Canberra (PN. 40186) (Gazetted 16 April 2018)

Communications and Engagement
Whole of Government Communications

Joni Wanless: 836-04976

From: Administrative Services Officer Class 5 \$74,081 - \$78,415

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade C \$100,462 - \$108,140

Chief Minister, Treasury and Economic Development, Canberra (PN. 36213) (Gazetted 12 April 2018)

Director of Public Prosecutions

Director of Public Prosecutions

Jane Campbell: 844-76363

From: Prosecutor Grade 3 \$118,087 - \$130,579

Director of Public Prosecutions

To: †Prosecutor Grade 4 \$135,936 - \$145,737

Director of Public Prosecutions, Canberra (PN. 17837) (Gazetted)

Note: This Promotion is made in accordance with Section 20 of the Public Sector Management Standards 2016

Education

School Performance and Improvement

Learning and Teaching

Aboriginal and Torres Strait Islander Education

Leah Brideson: 817-39738

From: School Assistant 3 \$51,053 - \$54,947

Education

To: School Assistant 4 \$61,214 - \$66,285

Education, Canberra (PN. 40373) (Gazetted 11 April 2018)

Office for Schools

South/Weston Network

Red Hill School

Emma Campbell: 787-71104

From: \$117,515

Education

To: †School Leader B \$136,828

Education, Canberra (PN. 04007) (Gazetted 14 March 2017)

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

School Performance and Improvement

Learning and Teaching

Curriculum

David Corcoran: 781-56574

From: \$117,515

Education Directorate

To: †School Leader B \$136,828

Education, Canberra (PN. 04089) (Gazetted 27 February 2018)

School Support and Improvement Division

Student Engagement

Clinical Practice

Alison De Cure: 781-68241

From: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)

Community Services

To: †School Psychologist \$77,680 - \$111,479

Education, Canberra (PN. 08439) (Gazetted 22 November 2017)

Office for Schools

South Weston

Mawson Primary School

Narelle Dix: 827-11198

From: Administrative Services Officer Class 4 \$66,656 - \$72,175
Education

To: Administrative Services Officer Class 6 \$79,824 - \$91,356
Education, Canberra (PN. 40528) (Gazetted 8 May 2018)

School Performance and Improvement

Learning and Teaching

Aboriginal and Torres Strait Islander Education

Zuzette Fahey: 787-50610

From: School Assistant 3 \$51,053 - \$54,947
Education

To: School Assistant 4 \$61,214 - \$66,285
Education, Canberra (PN. 40375) (Gazetted 11 April 2018)

School Performance and Improvement

Learning and Teaching

Aboriginal and Torres Strait Islander Education

Belinda Kinchela-Bashford: 843-32909

From: School Assistant 3 \$51,053 - \$54,947
Education

To: School Assistant 4 \$61,214 - \$66,285
Education, Canberra (PN. 40372) (Gazetted 11 April 2018)

Environment, Planning and Sustainable Development

Environment

ACT Parks and Conservation Service

Various locations

Nicholas Mikhailovich: 846-92832

From: Park Ranger 1 \$60,039 - \$64,616
Environment, Planning and Sustainable Development

To: Park Ranger 2 \$66,656 - \$72,175
Environment, Planning and Sustainable Development, Canberra (PN. 15255) (Gazetted 8 June 2017)

Health

Canberra Hospital and Health Services

Quality, Governance and Risk Executive

Robyn Coble: 771-96259

From: Registered Nurse Level 2 \$88,249 - \$93,533
Health

To: †Registered Nurse Level 3.2 \$114,377
Health, Canberra (PN. 04547) (Gazetted 10 May 2018)

University of Canberra Hospital

Binoy Emmanuel: 858-51559

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533

Health, Canberra (PN. 40030) (Gazetted 31 May 2018)

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

Louise Gainsford: 846-96358

From: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Health

To: Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade)
Health, Canberra (PN. 40376) (Gazetted 19 April 2018)

**Canberra Hospital and Health Services
Sharon Madsen: 820-76323**

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN: 40401) (Gazetted 8 February 2018)

**Canberra Hospital and Health Services
Brian Jones: 834-53469**

From: Allied Health Assistant 2 \$50,040 - \$57,369
Health

To: Allied Health Assistant 3 \$61,115 - \$67,825
Health, Canberra (PN. 26547) (Gazetted 3 May 2018)

**Canberra Hospital and Health Services
Rosaria Machingarufu: 847-03220**

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 29928) (Gazetted 3 May 2018)

**University of Canberra Hospital
Canberra Hospital and Health Services**

Benjamin Stone: 844-33611

From: Registered Nurse Level 1 \$63,548 - \$84,888
Health

To: Registered Nurse Level 2 \$88,249 - \$93,533
Health, Canberra (PN. 40031) (Gazetted 31 May 2018)

Justice and Community Safety

**ACT Government Solicitor
Government Law**

Madelin Bayer: 827-27739

From: Government Solicitor 2 \$110,874 - \$133,039
Justice and Community Safety

To: †Government Solicitor 3 \$139,152 - \$157,416
Justice and Community Safety, Canberra (PN. 42630) (Gazetted 3 April 2018)

**ACT Government Solicitor
Government Law**

Alexandra Collins: 827-59685

From: Government Solicitor 2 \$110,874 - \$133,039
Justice and Community Safety

To: †Government Solicitor 3 \$139,152 - \$157,416
Justice and Community Safety, Canberra (PN. 48989) (Gazetted 3 April 2018)

**ACT Government Solicitor
Government Law**

Genevieve Cuddihy: 747-86472

From: Government Solicitor 2 \$110,874 - \$133,039

Justice and Community Safety

To: †Government Solicitor 3 \$139,152 - \$157,416

Justice and Community Safety, Canberra (PN. 23328) (Gazetted 3 April 2018)

**ACT Government Solicitor
Government Law**

Sonja Gasser: 785-60956

From: Government Solicitor 2 \$110,874 - \$133,039

Justice and Community Safety

To: †Government Solicitor 3 \$139,152 - \$157,416

Justice and Community Safety, Canberra (PN. 12957) (Gazetted 3 April 2018)

Director of Public Prosecutions

Corporate

Administration Support

Tania O'Rourke: 853-65307

From: Administrative Services Officer Class 3 \$60,039 - \$64,616

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$74,081 - \$78,415

Justice and Community Safety, Canberra (PN. 10290) (Gazetted 21 May 2018)

Transport Canberra and City Services

City Services

City Presentation

Executive

Belinda Cox: 836-05266

From: Administrative Services Officer Class 4 \$66,656 - \$72,175

Health

To: †Administrative Services Officer Class 5 \$74,081 - \$78,415

Transport Canberra and City Services, Canberra (PN. 40841) (Gazetted 9 May 2017)

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.

Chief Operating Officer

Communications

Jeffrey Garner: 820-76614

From: Administrative Services Officer Class 6 \$79,824 - \$91,356

Transport Canberra and City Services

To: †Senior Officer Grade C \$100,462 - \$108,140

Transport Canberra and City Services, Canberra (PN. 36364) (Gazetted 15 May 2018)

Chief Operating Officer Group

Innovation and Customer Experience

Systems and Information Management

Jonathan Hazell: 846-96825

From: Technical Officer Level 3 \$69,148 - \$78,145

Transport Canberra and City Services

To: †Senior Officer Grade C \$100,462 - \$108,140

Transport Canberra and City Services, Canberra (PN. 23568) (Gazetted 26 April 2018)

Suburban Land Agency

Suburban Land Agency

Business Operations Office

Matthew Colman: 817-53249

From: Senior Officer Grade C \$100,462 - \$108,140

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade B \$118,319 - \$133,197

Suburban Land Agency, Canberra (PN. 40201) (Gazetted 22 March 2018)

RETIREMENTS AND DISMISSALS

Chief Minister, Treasury and Economic Development

Paul Thomas Anderson, AGS 548-46976, Section 123 of the *Public Sector Management Act 1994*, 14 July 2018