



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 28 October  
2010**

## **EXECUTIVE NOTICES**

### **Department of Disability, Housing and Community Services**

Engagement

Martin Hehir - Chief Executive (E911) Section 28 of the Public Sector Management Act 1994

### **ACT Health**

Cessation

Jenelle Reading - General Manager, Community Health (E437) - 25.10.10

### **Department of Treasury**

Cessation

**Note:** The following Chief Executive has been issued with a new contract. The notification is in accordance with the provisions of section 81 of the Public Sector Management Act 1994.

Greg Jones - Chief Executive Officer, Gambling and Racing (E275) - 31.10.10

## **VACANCIES**

### **ACT 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>

#### **The Canberra Hospital**

##### **Ambulatory and Medical Service**

##### **Ambulatory Services**

##### **Ambulatory Care Clinical Nurse Consultant**

##### **Registered Nurse Level 3.2 \$92,492, Canberra (PN: 22181)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

Applications are invited from suitably qualified Registered Nurses to lead and manage the highly motivated nursing team of the Respiratory Outpatient Clinic.

Eligibility/Other Requirements: Registered or eligible for registration with the ACT Nursing and Midwifery Board.

Contact Officer: Rendry Del Rosario (02) 6174 5164 [rendry.delrosario@act.gov.au](mailto:rendry.delrosario@act.gov.au)

#### **Business and Infrastructure Support**

##### **Business Support Services**

##### **Medical Physics**

##### **Senior Medical Physics Specialist**

##### **Senior Medical Physics Specialist \$90,528-\$109,967, Canberra (PN: 28695)**

Gazetted: 04 November 2010

Closing Date: 17 December 2010

Applications are invited from Medical Physics Specialists for a leadership position supporting the ACT Health medical imaging services. All applicants will be entered into a pool to be considered for appointment to future positions. The successful applicant is required to be, at the time of appointment, eligible for registration as a Radiology Medical Physicist on the ACPSEM Register of Qualified Medical Physicists. The successful applicant will be part of the Medical Physics Section of ACT Health based at The Canberra Hospital. This section provides clinical, scientific and support services to ACT Health including to the Medical Imaging Section and to the Capital Regional Cancer Service (CRCS). The Canberra Hospital is the single tertiary teaching hospital for the Australian Capital Territory and surrounding NSW region serving a population of 500,000. It is a modern 500-bed hospital providing most major medical and surgical sub-specialty services which is planned to grow to a 1,000-bed hospital as part of the Capital Asset Development Program. The hospital is the major teaching hospital for the Medical School of the Australian National University. The Medical Physics Section also has strong links with both the University of Sydney and Wollongong University. The Medical Imaging Section includes radiology (MRI, CT, digital x-ray, BMD, digital diagnostic mammography, sonography, interventional radiology and MRI) and nuclear medicine (PET/CT, gamma cameras, SPECT/CT) specialties. The CRCS runs the ACT BreastScreen service and uses fully digital mammography systems. It also provides a full range of radiation oncology services. The Medical Physics Section provides a comprehensive service in all medical physics specialties and cross-disciplinary training and experience is available to all medical physics staff. The advertised position is involved in the acceptance testing, commissioning and quality assurance of all medical imaging modalities in ACT Health. It is expected that the successful

candidate will collaborate with other disciplines to work towards the development of high quality and safe medical imaging services. The multidisciplinary environment of nuclear medicine, radiology and radiation oncology and the future growth in ACT Health makes the Medical Physics Section an attractive place to work. ACT Health actively encourages and supports ongoing education through a study bank and the Allied Health Scholarship program.

Canberra is a picturesque city offering outstanding living conditions, with a relaxed country lifestyle combined with high quality city amenities. It is only two hours from the ski fields and the coast, and an easy three hours drive from Sydney.

The city is ideal for families as well as offering a good lifestyle for single people. Canberra's primary, secondary and tertiary educational institutions are regarded as amongst the best in Australia and the Australian National University is ranked in the top 20 universities in the world. There are many national icons, cultural and recreational opportunities.

Compared to many other Australian cities, the excellent roads and public transport result in less wasted time.

Eligibility/Other Requirements: A degree in Science or higher degree majoring in Physics recognised by the Australian Institute of Physics. Eligible for registration on the ACPSEM Register of Qualified Medical Physicists in the designated specialty of medical physics.

Note: Medical Physics Specialist means a person who is eligible for registration on the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM) Register of Qualified Medical Physicists in a designated specialty of medical physics. Salary depends on experience and qualifications. The employer contribution to superannuation is in addition to salary. Salary sacrifice is available.

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

### **Policy Division**

#### **Chronic and Primary Health Policy Unit**

#### **Policy Analyst**

#### **Senior Officer Grade C \$81,772-\$88,168, Canberra (PN: 03372)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

An exciting opportunity exists in the Chronic and Primary Health Policy Unit within the Policy Division of ACT Health. We are seeking an appropriately skilled officer to participate in a challenging and dynamic environment. The specific responsibilities incorporate a broad range of policy and administrative functions under the guidance and supervision of the unit Manager. These functions include the provision of strategic advice on policy formulation relating to general practice, chronic disease, cancer and palliative care. It also includes communication and liaison with other major stakeholders such as the ACT Division of General Practice, Health Care Consumers Association, other Non-Government Organisations and Government Departments, including the Australian Government Department of Health and Ageing. The successful applicant will need well-developed strategic policy and analytical skills; be able to exercise sound judgement and priority setting; be skilled in managing a range of tasks concurrently; have excellent communication and negotiation skills; and a strong capacity to liaise effectively with a range of internal and external clients. Interest or aptitude in the area of legislation would be an advantage.

Eligibility/Other Requirements: Experience in policy, purchasing or provision of health and community services, or other human services, is desirable. The capacity to assist in the preparation of complex briefs and reports for senior management and the Minister for Health is desirable. Relevant qualifications or experience in the provision of legal advice, interpretation of and drafting legislation would be an advantage but not essential.

Note: This is a temporary position available from 10 December 2010 until 1 February 2012.

Contact Officer: Joan Scott (02) 6205 1217

### **Mental Health ACT**

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

#### **Registered Nurse**

#### **Registered Nurse Level 3.1 \$81,816-\$85,182, Canberra (PN. 26357)**

Gazetted Date: 04 November 2010

Closing Date: 11 November 2010

Mental Health is a contemporary evidence based service providing high quality Mental Health care that is guided by the principles of recovery. We have number of vacancies across the Community and Older Persons Mental Health Team, positions are available in health centre locations across Canberra including Woden, City, Belconnen, Tuggeranong, and Older Persons Team (located at Calvary Health Care ACT). Permanent vacancies can be filled on either a full time or part time basis. These positions offer a flexible dynamic opportunity within Mental Health service delivery in the ACT. At this level it is expected that you will provide high quality interventions and support the achievement of sound outcomes for consumers. It is an expectation that you will contribute your expertise to the multidisciplinary team in the provision of evidence based interventions. You will be required to contribute to quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirement: Registered or eligible for registration with the ACT Nursing and Midwifery Board. Current driver's licence required.

Note: There are several positions available across Mental Health.

Contact Officer: Judith McDonnell (02) 6205 1062

### **Mental Health ACT**

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

#### **Registered Nurse**

#### **Registered Nurse Level 2 \$71,180-\$75,582, Canberra (PN: 19786, several)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

Mental Health is a contemporary evidence based service providing high quality Mental Health care that is guided by the principles of recovery. We have number of vacancies across the Community and Older Persons Mental Health Team, positions are available in health centre locations across Canberra including Woden, City, Belconnen, Tuggeranong, and Older Persons Team (located at Calvary Health Care ACT). These positions offer a flexible dynamic opportunity within Mental Health service delivery in the ACT. At this level it is expected that you will provide high quality interventions and support the achievement of sound outcomes for consumers. It is an expectation that you will contribute your expertise to the multidisciplinary team in the provision of evidence based interventions. You will be required to contribute to quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements: Registered or eligible for registration with the ACT Nursing and Midwifery Board.

Note: There are several positions available across Mental Health ACT; permanent vacancies can be filled on either a full-time or part-time basis.

Contact Officer: Judith McDonnell (02) 6205 1062

**Community Health  
Alcohol and Drug Program  
Nursing Services Team  
Consultation/Liaison Nurse  
Registered Nurse Level 2 \$71,180-\$75,582, Canberra (PN: 29098)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

Opportunities exist for a Registered Nurse Level 2 position to work in Consultation and Liaison team in the Alcohol and Drug Program. This is an exciting opportunity to work with a knowledgeable and supportive multi-disciplinary team and gain valuable nursing experience in the management of alcohol and other drugs related dependency issues.

Eligibility/Other Requirements: Registered or eligible for registration with the ACT Nursing and Midwifery Board. Current driver's licence. Experience is preferred however, not essential as the successful applicant will receive orientation, support and preceptorship into our program.

Note: This position is temporary part-time for a period of ten months at 24 hours per week.

Contact Officer: Sally Billington (02) 6244 4916

**Mental Health ACT  
Adult Community and Older Persons  
Health Professional  
Health Professional Level 3 \$70,774-\$74,676 (up to \$78,474 on achieving a personal upgrade), Canberra (PN: 21788, several)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

Mental Health is a contemporary evidence based service providing high quality Mental Health care that is guided by the principles of recovery. We have number of vacancies across the Community and Older Persons Mental Health Team, positions are available in health centre locations across Canberra including Woden, City, Belconnen, Tuggeranong, and Older Persons Team (located at Calvary Health Care ACT). These positions offer a flexible dynamic opportunity within Mental Health service delivery in the ACT. At this level it is expected that you will provide high quality interventions and support the achievement of sound outcomes for consumers. It is an expectation that you will contribute your expertise to the multidisciplinary team in the provision of evidence based interventions. You will be required to contribute to quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Psychology, Social Work or Occupational Therapy with current unconditional registration with the Australian Health Practitioner's Regulation Agency where applicable and/or eligibility for membership of the appropriate professional organisation. Current driver's licence required.

Note: There are several positions available across Mental Health; permanent vacancies can be filled on either a full-time or part-time basis.

Contact Officer: Judith McDonnell (02) 6205 1062

**Mental Health ACT  
Adult Community and Older Persons  
Health Professional  
Health Professional Level 2 \$49,557-\$68,740, Canberra (PN: 21884, several)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

Mental Health is a contemporary evidence based service providing high quality Mental Health care that is guided by the principles of recovery. We have number of vacancies across the Community and Older Persons Mental Health Team, positions are available in health centre locations across Canberra including Woden, City, Belconnen, Tuggeranong, and Older Persons Team (located at Calvary Health Care ACT). These positions offer a flexible dynamic opportunity within Mental Health service delivery in the ACT. At these levels it is expected that you will provide high quality interventions and support the achievement of sound outcomes for consumers. It is an expectation that you will contribute your expertise to the multidisciplinary team in the provision of evidence based interventions. You will be required to contribute to quality initiatives to promote service delivery at a standard of best practice.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Psychology, Social Work or Occupational Therapy with current unconditional registration with the Australian Health Practitioner's Regulation Agency where applicable and/or eligibility for membership of the appropriate professional organisation. Current driver's licence required.

Note: There are several positions available across Mental Health; permanent vacancies can be filled on either a full-time or part-time basis.

Contact Officer: Judith McDonnell (02) 6205 1062

**Community Health  
Continuing Care  
Allied Health  
Podiatrist**

**Health Professional Level 1 \$46,356-\$59,584, Canberra (PN: 27450)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

ACT Health Continuing Care Podiatry is pleased to offer an excellent opportunity to a final year undergraduate Podiatry student. The 2011 Graduate Podiatry Program is a 12 month full-time program aimed at providing a supported introduction to the profession with multiple learning opportunities.

Our podiatry service provides care for clients with high-risk issues.

As a graduate you will be given the opportunity to: Work in a supportive, experienced and friendly team of Podiatrists.

Work in various clinical settings including Community and Hospital. Experience and be challenged in all aspects of podiatry including general treatment, diabetes and general risk assessment, wound management, biomechanics, orthotic therapy, nail surgery, and health promotion. Participate in inter-professional learning and multidisciplinary clinics.

Undertake continuing professional development activities. Participate in quality improvement or research projects.

Experience the benefits of public sector employment including competitive salary, paid leave and professional development opportunities.

Eligibility/Other Requirements: Appropriate Degree or Diploma in Podiatry. Eligible for registration with the Podiatry Board of Australia. Current driver's licence is desirable.

Note: This position is temporary for a period of 12 months available 31 January 2011. This position has an attached undergraduate scholarship. For scholarship details and application, please contact the number below.

Contact Officer: Katja Veenendaal 0434 734 895 or Kerryin Maher (02) 6205 1496 [kerryin.maher@act.gov.au](mailto:kerryin.maher@act.gov.au)

**Aged Care and Rehabilitation Service  
Aged Care and Rehabilitation Community Based  
Rehabilitation**

**Physiotherapy Assistant**

**Technical Officer Level 1 \$43,672-\$45,879, Canberra (PN: 27182)**

Gazetted: 04 November 2010

Closing Date: 11 November 2010

Are you interested in working in a happy environment, as a member of an innovative multi-disciplinary team? We have an exciting opportunity for a Physiotherapy Allied Health Assistant to join the ACRS Physiotherapy team. The successful applicant will assist the physiotherapists in the provision of quality physiotherapy care to the patients of the ACRS inpatient units. These units include our aged care unit, and our two rehabilitation units. We offer good supervision and support in a multidisciplinary team environment. Professional development is valued.

Eligibility/Other Requirements: Relevant qualifications and/or ability to obtain Allied Health Assistant Certificate or equivalent qualification are desirable. Current driver's licence.

Note: Salary packaging is available to the successful applicant and parking is free.

Contact Officer: Rosalyn Stanton (02) 6244 2747

**Calvary Health Care ACT (Public)**

**Allied Health  
Social Work and Psychology Department  
Psychologist**

**Health Professional Level 3 \$70,774 - \$74,676, Canberra (PN: 7373)**

Gazetted: 28 October 2010

Closing Date: 4 November 2010

With minimal direction, provide psychological service that includes assessment, counselling, therapeutic intervention, case management, consultation and referral as required. Administer, score and interpret specific relevant psychometric tests and outcome measures as required across the hospital. Consult and liaise with health professionals and external agencies to ensure ongoing support for patients during their recovery. Develop and deliver group therapy programs and therapeutic interventions for clients in all areas of the hospital. Contribute to the work of a multi-disciplinary team in order to meet the goals of the Social Work and Psychology Department. Undertake administrative duties including preparation of reports, maintenance of records, and provision of regular statistical information as required. Participate in staff training opportunities and provide in-service training to other staff as appropriate. Provide clinical supervision, mentoring and support to students, other Psychologists and other staff.

Eligibility/Other Requirements: MANDATORY: An appropriate degree in Psychology. Registration with the Psychology Board of Australia. HIGHLY DESIREABLE: Post-graduate qualification in Psychology or related discipline.

Note: Permanent Part-Time position

Contact Officer: Graham Ramsay (02) 6201 6324 [Graham.Ramsay@calvary-act.com.au](mailto:Graham.Ramsay@calvary-act.com.au) Applications can be forwarded to: [www.recruitment@calvary-act.com.au](mailto:www.recruitment@calvary-act.com.au)

**Canberra Institute of Technology**

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

**Centres**

**Central Support Centre**

**Business Support Manager**

**Senior Officer Grade C \$81,772-\$88,168, Canberra (PN: 03237)**

Gazetted: 03 November 2010

Closing Date: 17 November 2010

The CIT requires a proactive and enthusiastic client focused manager with demonstrated skills and expertise in budget development and analysis, financial management and reporting, procurement management and human resource coordination. The position requires strong staff management skills and the ability to support business centres in the delivery of high quality work outcomes.

Eligibility/Other Requirements: Tertiary qualifications in accounting or finance are considered highly desirable.

Contact Officer: Paul Heinemann (02) 6207 3363 paul.heinemann@cit.edu.au

**Centres**

**Centre for Information and Communication Technology**

**Business Development Coordinator**

**Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 20604)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

The Business Development Coordinator will work within the CIT for the Centre and work closely with Centre staff and the Business Development Unit (BDU) to identify, win and manage commercial projects. Prepare costings for programs and bid for work by responding to tenders that are relevant to the Centre. Assist in project managing the delivery of work that the Centre wins. Assist in promoting the Centre and in liaising with industry and the community.

Eligibility/Other Requirements: Qualifications and/or experience acceptable for the position will be highly regarded.

Contact Officer: William Nauenburg (02) 6207 4030 william.nauenburg@cit.act.edu.au

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

**Centre**

**Centre for Business**

**Management and Business**

**Management and Business Teacher**

**Teacher Band 1 \$58,254-\$78,380, Canberra (PN: 51517, several)**

Gazetted: 03 November 2010

Closing Date: 16 November 2010

The Centre for Business is seeking a number of experienced people with professional knowledge and skills appropriate to teach Human Resources, Marketing and Management in both a classroom and corporate environment.

Eligibility/Other Requirements: Mandatory: Appropriate tertiary qualifications or equivalent in Human Resources, Marketing or Management or other relevant disciplines as appropriate to teaching programs within the Centre's scope at Post Graduate and/or Under Graduate, Advanced Diploma and Diploma. At least five years or more of industrial/vocational/professional experience or possess such other qualifications and/or experience acceptable for the position. Other: Possess, or eligible to obtain qualifications in adult education. There is a qualification barrier at the sixth incremental point of the Teacher Band 1 salary scale. A Diploma of Adult Education (or equivalent) and appropriate professional development is required for any teacher to be paid higher than the 6th salary point.

Note: Several permanent and temporary positions available. If the successful candidate prefers a part time load, this would be considered.

Contact Officer: Sharyn McKay (02) 6207 3647 sharyn.mckay@cit.act.edu.au

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

**Centres**

**Centre for Health, Community and Wellbeing**

**Children's Services**

**Teacher**

**Teacher Band 1 \$58,254-\$78,380, Canberra (PN: 51680)**

Gazetted: 01 November 2010

Closing Date: 16 November 2010

The Children's Services Program at CIT is seeking an experienced, energetic person with professional knowledge and practical skills appropriate to teaching a range of subjects from the Advance Diploma in Children's Services to the Certificate III in Children's Services, including Productivity Placement students and Traineeships.

Eligibility/Other Requirements: Appropriate tertiary qualifications in Early Childhood/Primary Education or other relevant discipline as appropriate to teaching Degree level. At least five or more years of vocational/industrial/professional experience or possess such other qualifications and/or experience acceptable for the position. Possess or eligible to obtain qualifications in Adult Education. There is a qualification barrier at the sixth incremental point of the Teacher Band 1 salary scale. A Diploma of Adult Education (or equivalent) and appropriate professional development is required for any teacher to be paid higher than the 6th salary point.

Contact Officer: Rhonda Batty (02) 6205 4143 rhonda.batty@cit.act.edu.au

**Centres**

**Centre for Business**

**Business Services and Technology  
Business Administration Teachers**

**Teacher Band 1 \$58,254-\$78,380, Canberra (PN: 51523, several)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

The Centre for Business (CIT) is seeking a number of experienced people with professional knowledge and skills appropriate to teaching Business Administration including Computer Applications in the classroom and corporate environment.

Eligibility/Other Requirements: Mandatory: Appropriate tertiary qualifications or equivalent in Business Administration including Computer Applications or other relevant disciplines as appropriate to teaching programs within the Centre's scope to Diploma or higher. At least five years or more of industrial/vocational/professional experience or possess such other qualifications and/or experience acceptable for the position.

Other: Possess, or eligible to obtain qualifications in adult education. There is a qualification barrier at the sixth incremental point of the Teacher Band 1 salary scale. A Diploma of Adult Education (or equivalent) and appropriate professional development is required for any teacher to be paid higher than the 6th salary point.

Note: Several permanent and contract positions available. If the successful candidate prefers a part time load, this would be considered.

Contact Officer: Sharyn McKay (02) 6207 3647 sharyn.mckay@cit.act.edu.au

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

**Centres**

**Centre for Business**

**Accounting and Law**

**Accounting Teacher**

**Teacher Band 1 \$58,254-\$78,380, Canberra (PN: 51803)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

The Centre for Business is seeking an experienced person with professional knowledge and skills appropriate to teaching Accounting including Bookkeeping and MYOB in the classroom and corporate environment.

Eligibility/Other Requirements: Mandatory: Tertiary qualifications in Accounting or related discipline as appropriate to teaching programs within the Centre's scope at Diploma, Advanced Diploma, Degree and Post Graduate levels. At least five years or more of industrial/vocational/professional experience or possess such other qualifications and/or experience acceptable for the position. Other: Possess, or eligible to obtain qualifications in adult education. There is a qualification barrier at the sixth incremental point of the Teacher Band 1 salary scale. A Diploma of Adult Education (or equivalent) and appropriate professional development is required for any teacher to be paid higher than the 6th salary point.

Note: This is a temporary position available from 27 January 2011 to 26 January 2013. Engagement resulting from this advertisement may lead to Appointment under clause 21 of the *Canberra Institute of Technology Teachers' Enterprise Agreement 2009 - 2011*. If the successful candidate prefers a part time load, this would be considered.

Contact Officer: Sharyn McKay (02) 6207 3647 sharyn.mckay@cit.act.edu.au

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

**Chief Minister's Department**

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

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

**Governance**

**Public Sector Management**

**Strategic Human Resources**

**Manager**

**Senior Officer Grade B \$96,618-\$108,766, Canberra (PN: 10288, expected vacancy)**

Gazetted: 03 November 2010

Closing Date: 23 November 2010

Chief Minister's Department is looking for a suitable candidate to fill a senior role in the Strategic Human Resources Section of Public Sector Management Branch. This position is involved in developing and planning for the implementation of service-wide policy and legislation on strategic human resources issues including employment, people related policies and agency performance and accountability.

Contact Officer: Louise Gilding (02) 6207 6502 louise.gilding@act.gov.au

**Business and Industry Development**

**Innovation and Industry Development**

**Assistant Manager**

**Senior Officer Grade C \$81,772-\$88,168, Canberra (PN: 19576)**

Gazetted: 28 October 2010

Closing Date: 16 November 2010

The Department is seeking to appoint an officer at the Senior Officer Grade C level to the Innovation and Industry Development Section. A small and busy team, the section manages programs and activities that support the growth of the

ACT's innovation base in key sectors such as information and communications technology and the creative industries. A particular focus of this position is on the creative/screen industry. Responsibilities of this position include: undertaking research and providing policy advice on innovation and industry development initiatives; developing, implementing and/or managing innovation and industry development programs and activities; preparing complex written material for clients, including the Department's Executive and Ministers; and developing and maintaining relationships with stakeholders. Eligibility/Other Requirements: Tertiary qualifications in economics or a business related discipline would be well regarded.

Contact Officer: David George (02) 6207 3291 david.george@act.gov.au

**ACT Long Service Leave Authority**

**Personal Assistant to Chief Executive Officer**

**Administrative Services Officer Class 3 \$48,103-\$51,916, Canberra (PN: 15424, expected vacancy)**

Gazetted: 02 November 2010

Closing Date: 23 November 2010

The ACT Long Service Leave Authority seeks an experienced self-starter to take on the position of Personal Assistant to the Chief Executive Officer. The successful applicant will undertake a range of administrative tasks, including the secretariat for the governing Boards of the Authority meetings; maintaining electronic and physical records and files; responding to telephone and counter inquiries and preparing correspondence.

Note: This position is temporary part-time for 12 months commencing asap at 24 hours per week.

Contact Officer: Phil Collins (02) 6247 3900 pcollins@actslb.act.gov.au

**Cultural Facilities Corporation**

**Canberra Theatre Centre**

**Marketing**

**Marketing Coordinator**

**Administrative Service Officer Class 3 \$48,103-\$51,916, Canberra (PN: 55255)**

Gazetted: 03 November 2010

Closing Date: 17 November 2010

We are looking for a highly motivated person to join the marketing team in the position of Marketing Coordinator. The Marketing Coordinator undertakes a range of tasks in the implementation of both event-specific and venue marketing strategies. There is a particular focus on both coordinating the distribution side of a marketing campaign and playing a key administrative and customer service role for VIP Opening nights.

Eligibility/Other Requirements: Experience in the arts industry is highly desirable. A Degree or equivalent qualification in marketing is essential

Note: 3 year temporary contract

Contact Officer: Ricky Bryan 6243 5706 ricky.bryan@act.gov.au Applications can be forwarded to: Trudy Collins, HR Adviser, PO Box 939, Civic Square, ACT 2608

**Department of Disability, Housing and Community Services**

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

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

**Therapy ACT**

**Physiotherapy**

**Physiotherapist**

**Health Professional Level 3 \$70,774-\$74,676 (up to \$78,474 on achieving a personal upgrade), Canberra (PN: 36371)**

Gazetted: 03 November 2010

Closing Date: 23 November 2010

The successful applicant will provide physiotherapy services to children with delays in their development and/or children and adults with developmental disabilities within a multidisciplinary, age-based, Therapy ACT team. The successful applicant may also be required to supervise students, allied health assistants and/or Health Professional Level 1/2 staff as required.

Eligibility/Other Requirements: Degree or equivalent in Physiotherapy. ACT registration. Eligible for membership of professional association.

Note: Full-time or part-time positions will be considered.

Contact Officer: Glenda Smith (02) 6205 9009 glenda.smith@act.gov.au

**Therapy ACT**

**Psychology**

**School Age South**

**Psychologist**

**Health Professional Level 3 \$70,774-\$74,676 (up to \$78,474 on achieving a personal upgrade), Canberra (PN: 35992)**

Gazetted: 28 October 2010

Closing Date: 16 November 2010



Provide assessment, plan, implement and evaluate programs for children with delays in development and people with a developmental disability, in collaboration with clients, families and relevant stakeholders. Advise, train and supervise staff at Health Professional level 1 and 2, students on clinical placement and allied health assistants.

Eligibility/Other Requirements: Must hold unconditional registration as a psychologist in the ACT, have at least 5 years experience as a psychologist and a current ACT drivers licence.

Note: Selection may be made based on applications. This is a permanent part-time position at 29:24 hours per week.

Contact Officer: Cathie Huntley (02) 6205 1242 catherine.huntley@act.gov.au

**Therapy ACT**

**Occupational Therapy**

**Occupational Therapist**

**Health Professional Level 3 \$70,774-\$74,676 (up to \$78,474 on achieving a personal upgrade), Canberra (PN: 36309, several)**

Gazetted: 03 November 2010

Closing Date: 10 November 2010

Therapy ACT provides a range of multidisciplinary therapy and support services for children, adolescents and adults with delays in development and developmental disabilities. Services are provided through age-based teams in a range of community settings. The successful Occupational Therapist will provide supervision to staff, assess, plan, implement and evaluate individual and group programs and provide services to promote functional independence through equipment prescription and home modifications.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy. Eligibility for Membership with Australian Occupational Therapy Association. Current driver's licence is essential.

Note: There are several temporary and possibly permanent positions available, part-time and full-time hours will be considered.

Contact Officer: Ruth van Ierschoot (02) 6205 1251 ruth.vanierschoot@act.gov.au

**Therapy ACT**

**Occupational Therapy**

**Occupational Therapist**

**Health Professional Level 1/2 \$46,356-\$68,740, Canberra (PN: 10598, several)**

Gazetted: 03 November 2010

Closing Date: 10 November 2010

Therapy ACT provides a range of multidisciplinary therapy and support services for children, adolescents and adults with delays in development and developmental disabilities. Services are provided through age-based teams in a range of community settings. The successful Occupational Therapist, under supervision, will assess, plan, implement and evaluate individual and group programs and provide services to promote functional independence through equipment prescription and home modifications.

Eligibility/Other Requirements: Tertiary qualifications or equivalent in Occupational Therapy. Eligibility for Membership with Australian Occupational Therapy Association. Current driver's licence is essential.

Note: There are several temporary and possibly permanent positions available, part-time and full-time hours will be considered. Positions will be filled at either the Health Professional Level 1 or 2, dependant on the skills and experience of the successful applicant.

Contact Officer: Ruth van Ierschoot (02) 6205 1251 ruth.vanierschoot@act.gov.au

**Therapy ACT**

**Physiotherapy**

**Physiotherapist**

**Health Professional Level 1/2 \$46,356-\$68,740, Canberra (PN: 01486)**

Gazetted: 03 November 2010

Closing Date: 23 November 2010

The successful applicant will provide, with supervision, physiotherapy services to children with delays in their development and/or children and/or adults with developmental disabilities within a multidisciplinary, age-based, Therapy ACT team.

Eligibility/Other Requirements: Degree or equivalent in Physiotherapy. ACT registration. Eligible for membership of Australian Physiotherapy Association.

Note: Full-time or part-time will be considered. Position will be filled at either the Health Professional Level 1 or 2, dependant on the skills and experience of the successful applicant.

Contact Officer: Glenda Smith (02) 6205 9009 glenda.smith@act.gov.au

**Department of Education and Training**

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

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

**School Improvement**

**South/Weston Network**

**Alfred Deakin High School**

**Principal**

**School Leader A \$126,188, Canberra (PN: 01662)**

Gazetted: 02 November 2010

Closing Date: 18 November 2010

Manage the school within legislative requirements and in accordance with system and school board policies. Provide professional leadership in all aspects of the school's operations and promote the overall educational welfare of students. Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Steve Kyburz (02) 6207 7938 [steve.kyburz@act.gov.au](mailto:steve.kyburz@act.gov.au)

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

**School Improvement  
South/Weston Network  
Farrer Primary School  
Principal**

**School Leader A \$107,432, Canberra (PN: 01765)**

Gazetted: 02 November 2010

Closing Date: 18 November 2010

Manage the school within legislative requirements and in accordance with system and school board policies. Provide professional leadership in all aspects of the school's operations and promote the overall educational welfare of students. Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Steve Kyburz 6207 7938 [steve.kyburz@act.gov.au](mailto:steve.kyburz@act.gov.au)

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

**School Improvement  
Belconnen Network  
Miles Franklin Primary School  
Principal**

**School Leader A \$107,432, Canberra (PN: 01788)**

Gazetted: 02 November 2010

Closing Date: 18 November 2010

Manage the school within legislative requirements and in accordance with system and school board policies. Provide professional leadership in all aspects of the school's operations and promote the overall educational welfare of students. Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Linda Baird (02) 6205 7193 [linda.baird@act.gov.au](mailto:linda.baird@act.gov.au)

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

**School Improvement  
Belconnen Network  
Melba Copland Secondary School  
Deputy Principal, Student Management and Wellbeing  
School Leader B \$96,628, Canberra (PN: 15091)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

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

Contact Officer: Suzanne Langshaw (02) 6205 6711 [suzanne.langshaw@ed.act.edu.au](mailto:suzanne.langshaw@ed.act.edu.au)

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

**School Improvement  
Belconnen Network  
Melba Copland Secondary School  
Executive Teacher Student Services (11-12)  
School Leader C \$90,412, Canberra (PN: 32746)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Suzanne Langshaw (02) 6205 6711 [suzanne.langshaw@ed.act.edu.au](mailto:suzanne.langshaw@ed.act.edu.au)

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

**School Improvement  
Belconnen Network**

**Melba Copland Secondary School  
Executive Teacher, Student Management (7-10)  
School Leader C \$90,412, Canberra (PN: 12002)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Suzanne Langshaw (02) 6205 6711 [suzanne.langshaw@ed.act.edu.au](mailto:suzanne.langshaw@ed.act.edu.au)

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

**School Improvement  
Belconnen Network**

**Melba Copland Secondary School  
Executive Teacher Science and Environment (7-10)  
School Leader C \$90,412, Canberra (PN: 02591)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Leanne Beard (02) 6205 7622 [leanne.beard@ed.act.edu.au](mailto:leanne.beard@ed.act.edu.au)

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

**School Improvement  
Belconnen Network**

**Lake Ginninderra College  
Executive Teacher - Out Education Program  
School Leader C \$90,412, Canberra (PN: 20808)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Contact Officer: Martin Watson (02) 6205 7099 [martin.watson@ed.act.edu.au](mailto:martin.watson@ed.act.edu.au)

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

**School Improvement  
Learning and Teaching**

**Curriculum Support  
Curriculum Officer – Middle Years  
School Leader C \$90,412, Canberra (PN: 03700)**

Gazetted: 01 November 2010

Closing Date: 15 November 2010

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

Eligibility/Other Requirements: A minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised school teaching qualification.

Note: Only ACT Department of Education and Training permanent School Leader officers at the substantive level of this position with transfer eligibility as detailed in the Department's Enterprise Agreement provisions are eligible to apply. This is an office based teaching position and school stand-down periods do not apply. Flex time arrangements are available.

Contact Officer: Clare Byrne (02) 6205 1323 [clare.byrne@act.gov.au](mailto:clare.byrne@act.gov.au)

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

**School Improvement  
South/Weston Network**

**Narrabundah Early Childhood School  
Business Manager  
Administrative Services Officer Class 4 \$53,616-\$58,213, Canberra (PN: 00593)**

Gazetted: 03 November 2010

Closing Date: 10 November 2010

Manage all school administrative and financial systems using MAZE. Preparation of budgets, estimates and financial returns. Conduct regular expenditure reviews and prepare statements/returns to show trends. Manage staffing and payments for casual employees. Maintain school website. Plan direct and supervise overall operation of the administration support team. Facilitate, or where appropriate carry out training of support staff.

Eligibility/Other Requirements: First Aid qualifications or the willingness to undertake appropriate training.

Contact Officer: Robyn McLean (02) 6205 9766 robyn.mclean@ed.act.edu.au

**School Improvement**

**Belconnen Network**

**Aranda Primary**

**Business Manager**

**Administrative Services Officer Class 4 \$53,616-\$58,213, Canberra (PN: 00552)**

Gazetted: 01 November 2010

Closing Date: 15 November 2010

Manage and administer all finance, student records, school administrative tasks and supervision of office staff. Liaise with the Building Services Officer, tradespeople, students, parents and school staff to ensure high quality customer service.

Contact Officer: Cherie Lutton (02) 6205 5977 cherie.lutton@ed.act.edu.au

**School Improvement**

**South/Weston Network**

**Curtin Primary**

**Business Manager 1**

**Administrative Services Officer Class 4 \$53,616-\$58,213, Canberra (PN: 20227)**

Gazetted: 01 November 2010

Closing Date: 15 November 2010

Manage and administer all finance, student records and school administrative tasks. Supervision of office staff. Liaise with the Building Services Officer, tradespeople, students, parents and school staff to ensure high quality customer service.

Contact Officer: Lindsay Musto (02) 6205 5622 lindsay.musto@ed.act.edu.au

**School Improvement**

**Tuggeranong Network**

**P-10 School for Kambah**

**Learning Support Assistant**

**School Assistant 2 \$35,912-\$39,824, Canberra (PN: 20635)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

Under general direction assist teachers in school activities and in the implementation of educational programs for students with special needs. Prepare program materials and teaching aids using a variety of technologies including computer programs, smart boards, intellitools and digital cameras. Implement programs provided by physiotherapists, speech pathologists and paramedical staff. Perform general administrative duties including general computing duties. Perform First Aid.

Eligibility/Other Requirements: First Aid Certificate or willingness to undertake training.

Contact Officer: Annette Lazarus (02) 6142 0901 annette.lazarus@ed.act.edu.au

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

**School Improvement**

**North/Gungahlin**

**North Ainslie Primary**

**Preschool Assistant**

**School Assistant 2 \$35,912-\$39,824, Canberra (PN: 00950)**

Gazetted: 03 November 2010

Closing Date: 17 November 2010

The successful applicant will provide support to teachers by assisting with the management and learning of children in an International Baccalaureate preschool program. As part of a team the successful applicant will assist with program material preparation, behaviour management, supervision of children on the playground and on excursions, and any specialised medical requirements. The successful applicant will also support the implementation of the preschool's French additional language program in 2011.

Eligibility/Other Requirements: First Aid qualification, or willingness to undertake appropriate training.

Note: This is a full-time position working in two fifteen hour preschool sessions.

Contact Officer: Louise Owens (02) 6205 6528 louise.owens@ed.act.edu.au

**Department of Justice and Community Safety**

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

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

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

**Security and Emergency Management**

**Senior Executive**

**Executive Level 1.2 \$176,832 to \$186,582 depending on current superannuation arrangements, Canberra (PN: E352)**

Gazetted: 02 November 2010

Closing Date: 19 November 2010

The Department is seeking to appoint a Senior Executive to lead its Security and Emergency Branch. The successful applicant will be responsible for the strategic development of security and emergency management policy within the department and across the ACT Government. This pivotal role involves providing essential advice to the ACT Government on Counter-Terrorism, Emergency Management, Protective Security and Critical Infrastructure Protection issues. The position also has responsibility for the maintenance and activation of the Territory Crisis Centre and the Closed Circuit Television (CCTV) safety program. The appointee will be required to cultivate and maintain productive and cooperative partnerships with emergency services, police and operational services, state, territory and federal government agencies and other key stakeholders.

Eligibility/Other Requirements: This is a designated security assessed employment opportunity. The suitable candidate must either hold or be able to successfully obtain a national security clearance.

Note: The successful applicant will be engaged under a performance based contract (up to 5 years) with an attractive remuneration package ranging from \$176,832 to \$186,582 depending on current superannuation arrangements, including a cash component of \$139,295.

Contact Officer: Stephen Goggs (02) 6205 3504 [stephen.goggs@act.gov.au](mailto:stephen.goggs@act.gov.au)

**Legislation and Policy**

**Justice Planning and Programs**

**Senior Manager**

**Senior Officer Grade A \$112,211, Canberra (PN: 44340)**

Gazetted: 03 November 2010

Closing Date: 17 November 2010

Legislation and Policy Branch seeks a highly motivated Senior Manager to head up its Justice Planning and Programs team. The team has a key role in managing the ACT Policing Purchase Agreement; participating in and coordinating the development of criminal justice reforms, including policy relevant to victims of crime and indigenous justice; and coordinating crime strategies that invoke a whole-of-government and community approach to identifying and responding to priority crime and safety concerns. Important functions of the position include developing and promoting positive relationships with key stakeholders, providing high level advice to the Government on questions of legal policy and managing service agreements, new projects and ongoing initiatives.

Note: Claims against the selection criteria should be no more than two pages in length, current curriculum vitae and the contact details of at least two referees should also be included.

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

**Victim Support ACT**

**Victim Support Case Manager**

**Health Professional Level 3 \$70,774-\$74,676 (up to \$78,474 on achieving a personal upgrade), Canberra (PN: 10197)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

We are looking for a Social Worker or Psychologist with the interest, energy and skill to work directly with people harmed by crime. The successful applicant will have a strong commitment to client service delivery and have high quality clinical and supervision skills.

Eligibility/Other Requirements: Tertiary qualifications in Psychology or Social Work with current ACT registration where applicable and/or eligible for membership of the appropriate professional organisation are essential.

Contact Officer: Margaret Ford (02) 6205 2434 [margaret.ford@act.gov.au](mailto:margaret.ford@act.gov.au)

**Legislation and Policy**

**Office Manager**

**Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 42680)**

Gazetted: 28 October 2010

Closing Date: 4 November 2010

An opportunity has become available for a motivated and proactive officer to join the Legislation and Policy Branch as an Office Manager. The successful applicant will be required to direct, co-ordinate and manage a considerable range of business support services, including; accounts payable, accounts receivable, purchasing, human resources, records and time management, travel and training. Undertake reporting requirements for the Branch including monitoring and advising on budget and output performance, exercise delegated responsibilities in accordance with the Chief Executive's Financial Instructions. Undertake specific projects and other administrative functions as required or directed. Liaise with staff within the Department, other departments and agencies at all levels and also members of the public on a daily basis.

Eligibility/Other Requirements: Knowledge of government financial management systems (Oracle), an understanding of an accrual environment and experience in supervising staff would be an advantage.

Note: This position is temporary available from 29 November 2010 to 27 May 2011 with the possibility of extension.

Interested applicants should submit their resume and an expression of interest addressing the selection criteria of no more than two pages.

Contact Officer: Stacey McNamara (02) 6205 3743 Pamela Rowley (02) 6207 0277 [stacey.mcnamara@act.gov.au](mailto:stacey.mcnamara@act.gov.au)  
[pamela.rowley@act.gov.au](mailto:pamela.rowley@act.gov.au)

**Office of Regulatory Services  
Business and Finance Services  
Business Services  
Office Manager**

**Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 43637)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

Under the limited direction of Senior Manager, Business and Finance Services: Manage all aspects of the day to day operations of the Business unit, including, but not limited to, overseeing fleet, call centre activities, uniforms, building maintenance, purchasing and general administrative tasks; Manage junior staff within the Business Unit; Assist in the formulation of administration policy for ORS; Provide advice and direction for ORS staff; Other duties as directed in conjunction with the Senior Manager; Provide secretariat support to various ORS committees; Maintain records in accordance with the *Territory Records Act 2002*.

Eligibility/Other Requirements: Current driver's licence.

Note: This is a temporary position available from 6 December 2010 to 30 September 2011 with the possibility of extension.

Contact Officer: Penny Bartram (02) 6205 2136 penelope.bartram@act.gov.au

**ACT Law Courts and Tribunal Administration**

**Registry**

**Senior Support Officer**

**Administrative Services Officer Class 4 \$53,616-\$58,213, Canberra (PN: 44038)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

The ACT Law Courts and Tribunal Administration is seeking applications from individuals who are interested in working as part of a team within the registry. Responsibilities will involve assisting team leaders, processing documentation, liaising with clients and exercising the statutory appointment of a Deputy Registrar as required. The successful person for this position should have a flexible and helpful approach, be able to work under pressure, meet deadlines and have well developed computer skills.

Note: This is a generic position and successful applicants may be placed in any vacant Senior Support Officer position and will be rotated through the business unit.

Contact Officer: Lynette Ashlin (02) 6207 1320 lynette.ashlin@act.gov.au

**ACT Law Courts and Tribunal Administration**

**ACT Civil and Administrative Tribunal**

**Senior Legal Officer - ACAT Case Flow Management**

**Legal 1 \$49,558-\$101,612, Canberra (PN: 20930)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

The ACT Civil and Administrative Tribunal is seeking a highly motivated and lateral thinker to fill the role of Senior Legal Officer - ACAT Case Flow Management. You should have excellent communications skills, a solid understanding of the work of tribunals and be able to manage both large reform projects and individual case work.

Eligibility/Other Requirements: Comprehensive knowledge of or experience in dispute resolution and court or tribunal administration. Tertiary qualifications in law and qualifications in dispute resolution would be highly desirable.

Note: This is a temporary position available asap to 1 November 2012.

Contact Officer: Stephen Foldi (02) 6207 1438 stephen.foldi@act.gov.au

**Legislation and Policy**

**Senior Legal Policy Officer**

**Legal 1 \$49,558-\$101,612, Canberra (PN: 43674, several)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

Legislation and Policy Branch is looking for a number of talented and motivated Legal Policy Officer's to work on a wide range of interesting and relevant issues. If you have a passion for law and policy, want to make a difference to the community and want to work with a great team, here's the place to work. Successful applicants will cover a diverse range of legal and policy issues that impact on the civil law system in the ACT, including although not restricted to, preparation of briefs for the Attorney General, prepare related reports and correspondence, manage justice related projects, engage in consultation with the community, government and participate in national forums. Important functions of the position include developing and promoting positive relationships with key stakeholders and providing high level advice to the government on questions of legal policy.

Eligibility/Other Requirements: A Degree in Law is desirable, as is experience in a policy, civil law or legal environment.

Legal qualifications are essential for higher pay increments and are highly desirable for all applicants.

Note: Claims against selection criteria should be no more than two pages in length.

Contact Officer: Peter Quinton (02) 6207 0546 peter.quinton@act.gov.au

**ACT Emergency Services Agency**

**Fleet and Procurement Workshop**

**Mechanic/Auto Electrician**

**General Service Officer Level 7 \$47,429-\$50,194, Canberra (PN: 47003, several)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

Undertake routine and complex maintenance, servicing and repair activities on ACT Emergency Services Agency vehicles and equipment. Diagnose and repair problems in complex electrical, pneumatic and hydraulic systems. Within a team environment promote a high standard of repair and maintenance services, ensuring that safe working practices are adhered to.

Eligibility/Other Requirements: Appropriate and relevant trade and post trade qualifications. Unrestricted Heavy Rigid truck licence or equivalent preferred.

Note: Applicants will be required to participate in an out-of-hours on call roster and undertake some duties outside normal business hours.

Contact Officer: Tim Norris (02) 6207 8671 tim.norris@act.gov.au

### **ACT Corrective Services**

#### **Custodial Operations**

**Correctional Officer (Casual) \$35,096 - on successful completion of a full-time 11 week training program \$48,650-\$58,380 plus allowances, Canberra (PN: CO8646, several)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

Ever considered a career in ACT Corrections? Are you prepared to play a crucial role in protecting the community and assisting in the rehabilitation of offenders? ACT Corrective Services is looking for persons with maturity and life experience, with high personal integrity, self-confidence, good communication skills, the ability to operate individually, in a team and the capacity to deal with people in a wide range of different situations. Correctional Officers at the Alexander Maconochie Centre are required to maintain a safe and secure environment for prisoners as well as contribute directly to their well-being and rehabilitation. There is also the opportunity to work within the Court Transport Unit providing safe care and custody within the ACT Courts and also providing transportation of prisoners; or within the Periodic Detention Centre providing an effective alternative to imprisonment for ACT offenders. Detainees perform unpaid community work while serving their detention on weekends. Shortlisted candidates will receive extensive training prior to undertaking work within ACT Corrective Services facilities. Candidates who successfully complete training will be recruited on a casual basis as a Correctional Officer Class 1, you will then be on a path that can lead to permanent employment in one of the best paid corrections jurisdictions in Australia.

Note: If you would like to be considered for the next training course in January 2011 you will need to lodge an application by Tuesday 16 November 2010. Applicants will be required to undertake pre-employment testing including psychological, confrontational, literacy and fitness assessments. An information and application kit can be downloaded from [www.jobs.act.gov.au](http://www.jobs.act.gov.au) or further information can be obtained from the Contact Officer.

Contact Officer: Simon McEvoy (02) 6205 1754 simon.mcevoy@act.gov.au

### **Department of Land and Property Services**

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

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

#### **Property and Strategic Projects**

##### **ACT Property Group**

##### **Business Support Services**

##### **Quality Assurance and Workplace Health and Safety Officer**

**Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 22609)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

The Quality Assurance (QA) and OHS Officer's role is responsible for managing the QA accreditation for Property, Project and Services Section (PPS) as a management representative, providing secretariat support for the PPS Workplace Coordination Committee. Other duties are the management of OHS across the Group and preparing and monitoring Group Risk Assessments and other administrative actions as allocated by the Manager on an ad hoc basis.

Eligibility/Other Requirements: Qualifications and experience in occupational health and safety and quality assurance highly desirable.

Contact Officer: Paul Leyton (02) 6207 5807 paul.leyton@act.gov.au

#### **Property and Strategic Projects**

##### **ACT Property Group**

##### **Business Support Services**

##### **Debtors Officer**

**Administrative Services Officer Class 4 \$53,616-\$58,213, Canberra (PN: 22125)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

The Business Support Services is seeking a suitably experienced person to fill the position of Debtors Officer. The Debtors Officer will be responsible for the reconciliation of daily bank statements, completion of the daily banking and monthly transactions, and maintaining the progress of debt recovery outcomes.

Contact Officer: Paul Leyton (02) 6207 5807 paul.leyton@act.gov.au

### **Department of Territory and Municipal Services**

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

**Shared Services**

**ACT Procurement Solutions**

**Goods and Services Procurement and Policy Branch**

**Manager Procurement Policy**

**Senior Officer Grade A \$112,211, Canberra (PN: 01502)**

Gazetted: 02 November 2010

Closing Date: 23 November 2010

The Section coordinates reporting, planning, briefs, ministerial correspondence, occasional cabinet submissions, coordination comments, power point presentations, ad hoc reviews and research projects. The Section is also responsible for maintaining quality assurance systems and 3rd party certification, as well as providing secretarial support to the Government Procurement Board.

Eligibility/Other Requirements: Desirable - Certificate IV in Government (Procurement) or Certificate VI in Government (Strategic Procurement); or similar; or the ability to obtain certification based on prior experience; or tertiary qualifications in law, commerce, business administration, public policy, management or equivalent.

Contact Officer: Catriona Vigor (02) 6205 5279 [catriona.vigor@act.gov.au](mailto:catriona.vigor@act.gov.au)

**Shared Services**

**ACT Procurement Solutions**

**Goods and Services Procurement and Policy Branch**

**Manager, Goods and Services Procurement**

**Senior Officer Grade A \$112,211, Canberra (PN: 01455, expected vacancy)**

Gazetted: 02 November 2010

Closing Date: 23 November 2010

The position is responsible for a Section which provides policy, tendering and contracting advice and assistance to ministers, the executive and client agencies across the ACT Government. The Section facilitates procurements, develops and negotiates contracts based on templates provided by the ACT Government Solicitor's office.

Eligibility/Other Requirements: Desirable - Certificate IV in Government (Procurement) or Certificate VI in Government (Strategic Procurement) or similar; or the ability to obtain certification based on prior experience; or tertiary qualifications in law, commerce, business administration, public policy, management or equivalent.

Contact Officer: Catriona Vigor (02) 6205 5279 [catriona.vigor@act.gov.au](mailto:catriona.vigor@act.gov.au)

**Shared Services**

**ACT Procurement Solutions**

**Goods and Services Procurement and Policy**

**Manager, Goods and Services Procurement**

**Senior Officer Grade A \$112,211, Canberra (PN: 11707)**

Gazetted: 02 November 2010

Closing Date: 23 November 2010

The position is responsible for a Section which provides policy, tendering and contracting advice and assistance to ministers, the executive and client agencies across the ACT Government. The Section facilitates procurements, develops and negotiates contracts based on templates provided by the ACT Government Solicitor's office.

Eligibility/Other Requirements: Certificate IV in Government (Procurement) or Certificate VI in Government (Strategic Procurement) or similar desirable; or the ability to obtain certification based on prior experience; or tertiary qualifications in law, commerce, business administration, public policy, management or equivalent.

Note: This is a temporary position available until 30 April 2012.

Contact Officer: Catriona Vigor (02) 6205 5279 [catriona.vigor@act.gov.au](mailto:catriona.vigor@act.gov.au)

**Shared Services**

**ACT Procurement Solutions**

**Goods and Services Procurement and Policy Branch**

**Manager, Goods and Services Procurement**

**Senior Officer Grade A \$112,211, Canberra (PN: 11740)**

Gazetted: 03 November 2010

Closing Date: 17 November 2010

The position is responsible for a Section which provides policy, tendering and contracting advice and assistance to ministers, the executive and client agencies across the ACT Government. The Section facilitates procurements, develops and negotiates contracts based on templates provided by the ACT Government Solicitor's office.

Eligibility/Other Requirements: Desirable - Certificate IV in Government (Procurement) or Certificate VI in Government (Strategic Procurement); or similar; or the ability to obtain certification based on prior experience; or tertiary qualifications in law, commerce, business administration, public policy, management or equivalent.

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

Contact Officer: Catriona Vigor (02) 6205 5279 [catriona.vigor@act.gov.au](mailto:catriona.vigor@act.gov.au)

**InTACT**

**Planning and Development**

**Business Systems**



**School Web Administrator**

**Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 05294)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

Under general direction maintain, update and provide quality checks on the ACT Department of Education and Training (DET) school websites. Undertake project work, individually or as a team member, in the areas of information management and information and communication technology. Manipulate graphic, multi-media content and work with Javascript and ASP elements tasks as required.

Eligibility/Other Requirements: Certificate IV in Information Technology (Web Design) or higher, experience in web design and an understanding of the Information Technology Infrastructure Library (ITIL) framework is highly desirable.

Contact Officer: Scott Ashwin (02) 6205 9169 scott.ashwin@act.gov.au

**InTACT**

**Operations**

**Operations Centre**

**Configuration and Change Assistant**

**Information Technology Officer Class 2 \$64,583-\$74,188, Canberra (PN: 09907)**

Gazetted: 28 October 2010

Closing Date: 11 November 2010

Review change requests and implement the ongoing population of data into the Configuration Management Database (CMDB). Create reports to monitor compliance and effectiveness of the CMDB and Change processes and provide training in configuration and change management processes across InTACT.

Eligibility/Other Requirements: Possession of ITIL Foundations Certificate, ITIL Configuration Management Practitioner Certificate would be advantageous. Previous experience in a data modelling and database design role, highly desirable.

Contact Officer: Mark Braham (02) 6207 8750 mark.braham@act.gov.au

**Territory Services Division**

**Sport and Recreation Services**

**Sportsgrounds**

**Sportsground Maintenance Team Leader - Southside**

**Technical Officer Level 2 \$47,429-\$54,589, Canberra (PN: 20797)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

The occupant of this position will hold specific responsibilities for the turf management of Sportsgrounds and other recreation facilities. They will be required to supervise and work as part of a team engaged in turf management activities.

Eligibility/Other Requirements: Certificate in Turf Management or Horticulture is highly desirable. Knowledge and experience with the operation of a computerised irrigation management system is desirable. Chemcert III certificate of higher or equivalent and current driver's licence are essential.

Note: Selection may be based on written applications and referee reports only. Please ensure all necessary attachments are lodged with your application.

Contact Officer: Brian Ashcroft (02) 6207 5143 brian.ashcroft@act.gov.au

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

**Territory Services Division**

**Sport and Recreation Services**

**Sportsgrounds**

**Sportsground Maintenance Team Leader - Northside**

**Technical Officer Level 2 \$47,429-\$54,589, Canberra (PN: 20796)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

The occupant of this position will hold specific responsibilities for the turf management of Sportsgrounds and other recreation facilities. They will be required to supervise and work as part of a team engaged in turf management activities.

Eligibility/Other Requirements: Certificate in Turf Management or Horticulture is highly desirable. Knowledge and experience with the operation of a computerised irrigation management system is desirable. Chemcert III certificate of higher or equivalent and current driver's licence are essential.

Note: Selection may be based on written applications and referee reports only. Please ensure all necessary attachments are lodged with your application.

Contact Officer: Brian Ashcroft (02) 6207 5143 brian.ashcroft@act.gov.au

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

**Transport and Infrastructure**

**ACTION**

**North and South Region**

**Bus Driver Trainee/Operator**

**General Service Officer Level 5/6 (Bus Operator) \$41,573-\$59,272, Canberra (PN: NDRT14)**

Gazetted: 29 October 2010

Closing Date: 11 November 2010

Operate a public transit vehicle (bus), ensuring safe carriage of members of the public. Collect correct fares. Provide information and advice to clients. Carry out pre-drive checks, ensure general maintenance is conducted and security of bus while in service. Advancement from General Service Officer Level 5 to General Service Officer Level 6 is dependent on successful completion of training, qualifying period and licence qualification as per ACTION Collective Agreement. Eligibility/Other Requirements: To be eligible to become an ACTION Bus Driver, you must be able to obtain a Condition "O" endorsement on your ACT licence or hold a NSW "MOT" Authority. Pass ACTION's functionality assessment, medical, literacy/numeracy test, driving skills assessment and fit and proper person assessment.

Note: Initially engagement will be on a temporary basis, pending successful completion of a training program then appointed to permanent part-time Bus Operator position, minimum guarantee 40 hours per fortnight plus overtime.

Contact Officer: Owen Bowler (02) 6207 7598 [action@act.gov.au](mailto:action@act.gov.au)

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

#### **Land Management and Planning**

##### **City Services**

##### **Place Management**

##### **Gardener/Cleaner**

##### **General Service Officer Level 3/4 \$37,315-\$40,924, Canberra (PN: 13174, several)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

City Services is responsible for planning and management of parks and reserves and the public domain, including, lakes, street trees, public open space and city places. This position is responsible for undertaking horticultural and cleaning services.

Eligibility/Other Requirements: Current driver's licence, preferably light rigid class. Ability to undertake the physical requirements of the tasks listed in the duty statement.

Note: Selection may be based on application and referee reports only, applicants need to submit two referee reports, addressing the selection criteria with their application. An application kit is available for use. There are three permanent positions and approximately 43 temporary positions to be filled from this selection process.

Contact Officer: Kingsley Grall (02) 6207 2681 [kingsley.grall@act.gov.au](mailto:kingsley.grall@act.gov.au)

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

#### **Department of the Environment, Climate Change, Energy and Water**

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

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

##### **Office of the Chief Executive**

##### **Climate Change and Natural Environment**

##### **Sustainability Programs**

##### **Program Support Officer**

##### **Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 21011)**

Gazetted: 01 November 2010

Closing Date: 16 November 2010

Sustainability Programs are seeking an enthusiastic person to assist with the delivery of the ACTSmart Office and Business Programs, and Public Event programs, to the commercial business sector in the ACT. The successful applicant will be required to deliver these recycling and waste programs including giving recycling advice, troubleshoot issues identified, manage a database of waste audit information and delivery of training to clients.

Eligibility/Other Requirements: A current driver's licence is essential.

Contact Officer: Ros Malouf (02) 6207 5335 [ros.malouf@act.gov.au](mailto:ros.malouf@act.gov.au)

##### **Office of the Chief Executive**

##### **Climate Change and Natural Environment**

##### **Executive and Admin**

##### **Executive Assistant**

##### **Administrative Services Officer Class 5 \$59,800-\$63,409, Canberra (PN: 17108)**

Gazetted: 29 October 2010

Closing Date: 16 November 2010

The Director, Climate Change and Natural Environment is seeking an experienced and enthusiastic Executive Assistant to provide administrative and co-ordination support, including budget, financial and departmental reporting, ministerial tasks and records management to support the business of the branch.

Contact Officer: Diana Chen (02) 6207 6028 [diana.chen@act.gov.au](mailto:diana.chen@act.gov.au)

#### **Department of Treasury**

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

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

**ACT Gambling and Racing Commission  
Racing and Wagering**

**Authorised Officer - Racing and Wagering**

**Administrative Services Officer Class 6 \$64,583-\$74,188, Canberra (PN: 13935)**

Gazetted: 29 October 2010

Closing Date: 12 November 2010

As an Authorised Officer with the Commission you would be responsible for providing high level assistance with the management and administration of the Racing and Wagering Section's functions. Duties will include, as part of a small team, preparing briefing papers, correspondence and statutory instruments relating to racing and wagering and associated legislation; conducting probity assessments and providing advice in relation to race and sports bookmaker licence applications and applications for approval to use ACT Race Field Information; maintaining registers of ACT race and sports bookmakers and ACT Race Field Information approval holders; undertaking research into racing and wagering issues; and representing the Commission in dealings with industry and the public.

Contact Officer: Gavan Desmond (02) 6207 0382 gavan.desmond@act.gov.au

**Land Development 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](mailto:jobs@act.gov.au)**

**Governance and Communications**

**Marketing and Communications**

**Marketing Project Manager**

**Senior Officer Grade C \$81,772-\$88,168, Canberra (PN: 18816)**

Gazetted: 01 November 2010

Closing Date: 8 November 2010

The Land Development Agency requires a proactive and enthusiastic team player with demonstrated skills and expertise in a marketing or public relations environment. The successful candidate will develop and implement marketing communication campaigns, including events and public relations, to promote land sales and community development. The position requires a focused approach to provide strategic project management in a fast-paced environment.

Eligibility/Other Requirements: Tertiary qualifications or previous experience in a relevant discipline are highly desirable.

Note: Applications should include a maximum of 3 pages addressing the selection criteria, contact details of at least two referees and current curriculum vitae. Selection may be based on application and referee reports only.

Contact Officer: Jody Chalmers (02) 6205 1876 jody.chalmers@act.gov.au

**APPOINTMENTS**

**ACT Health**

**Enrolled Nurse Level 1 \$45,683-\$48,967**

Kimberly Bawden 827-24044, Section 68(1), 11 October 2010

**Enrolled Nurse Level 1 \$45,683-\$48,967**

Melissa Brown 827-24191, Section 68(1), 11 October 2010

**Health Professional Level 1 \$46,356-\$59,584**

Rechelle Carroll 827-82965, Section 68(1), 1 November 2010

**Senior Officer Grade C \$81,772-\$88,168**

Cheryl Condon 828-66368, Section 68(1), 27 October 2010

**Health Professional Level 1 \$46,356-\$59,584**

Adam Duffy 829-67740, Section 68(1), 30 October 2010

**Registered Nurse Level 1 \$50,607-\$68,382**

Tien Lam 828-66237, Section 68(1), 28 October 2010

**Chief Minister's Department**

**Administrative Services Officer Class 6 \$64,583-\$74,188**

Rei Fern Seah 820-99154, Section 68(1), 27 October 2010

**Department of Disability, Housing and Community Services**

**Administrative Services Officer Class 5 \$59,800-\$63,409**

Janelle East 827-26541, Section 68(1), 1 November 2010

**Health Professional Level 3 \$70,774-\$74,676 (up to \$78,474 on achieving a personal upgrade)**

Denise Giles 827-25872, Section 68(1), 29 October 2010

**Administrative Services Officer Class 6 \$64,583-\$74,188**

Maria Isabel Munoz 820-87057, Section 68(1), 27 October 2010

**Disability Support Officer Level 1 \$39,860-\$41,459**

Leanne Riley 792-34706, Section 68(1), 11 October 2010

**Health Professional Level 2 \$49,557-\$68,740**

Dickson Storrs Sebit 827-24386, Section 68(1), 26 October 2010

**Department of Land and Property Services**

**Senior Officer Grade B \$96,618-\$108,766**

Ian De Landelles 820-84024, Section 68(1), 28 October 2010

**Department of Territory and Municipal Services**

**Bus Operator - Training \$41,573-\$59,272**

Donald Cay 140-528, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Nunzio Condipodero 140-526, Section 68(1), 29 October 2010

**Information Technology Officer Class 1 \$51,916-\$59,360**

Matt Douglas 816-82938, Section 68(1), 20 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Anthony Hayes 140-531, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Antonio Jacovelli 140-532, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Richard Littlejohn 140-525, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Bruce Marsden 140-529, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Armando Menegazzo 140-533, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

Bruce Miles 140-530, Section 68(1), 29 October 2010

**General Service Officer Level 5 \$41,573-\$43,863**

Paul Dominic O'Sullivan 128-397, Section 68(1), 28 October 2010

**Information Technology Officer Class 1 \$51,916-\$59,360**

Burnett O'Young 827-24378, Section 68(1), 28 October 2010

**Senior Officer Grade B \$96,618-\$108,766**

Stephen James Porter 821-26722, Section 68(1), 29 October 2010

**Bus Operator - Training \$41,573-\$59,272**

James Price 140-527, Section 68(1), 29 October 2010

**Administrative Services Officer Class 5 \$59,800-\$63,409**

Jason Raeck 821-23193, Section 68(1), 28 October 2010

**Information Technology Officer Class 1 \$51,916-\$59,360**

Jamie Rochford 816-62807, Section 68(1), 20 October 2010

**Administrative Services Officer Class 5 \$59,800-\$63,409**

Dayna Shore 827-17231, Section 68(1), 27 October 2010

**Professional Officer Class 1 \$45,038-\$63,184**

Kristie-Lee Taylor 827-26437, Section 68(1), 1 November 2010

**Land Development Agency**

**Administrative Services Officer Class 6 \$64,583-\$74,188**  
Kate Ennis 827-25899, Section 68(1), 8 November 2010

**TRANSFERS**

**ACT Health**

**Christine Stanilewicz: 741-00098**  
From: Senior Officer Grade C \$81,772-\$88,168  
Department of Disability, Housing and Community Services  
To: Senior Officer Grade C \$81,772-\$88,168  
ACT Health, Canberra (PN. 26035) (Gazetted 5 August 2010)

**PROMOTIONS**

**ACT Health**

**Community Health**  
**Child, Youth and Women's Health**  
**Child, Youth and Women's Health Program**  
**Roxanna Brown: 788-14346**  
From: Administrative Services Officer Class 3 \$48,103-\$51,916  
ACT Health  
To: Administrative Services Officer Class 4 \$53,616-\$58,213  
ACT Health, Canberra (PN. 22911) (Gazetted 23 September 2010)

**The Canberra Hospital**  
**Women and Children's Health**  
**Women and Babies**  
**Ruth Bulters: 747-05783**  
From: Registered Nurse Level 1 \$50,607-\$68,382  
ACT Health  
To: Registered Nurse Level 2 \$71,180-\$75,582  
ACT Health, Canberra (PN. 22340) (Gazetted 26 August 2010)

**Community Health**  
**Child, Youth and Women's Health**  
**Child, Youth and Women's Health Program**  
**Fiona Cameron: 261-52918**  
From: Registered Nurse Level 2 \$71,180-\$75,582  
ACT Health  
To: †Registered Nurse Level 3.1 \$81,816-\$85,182  
ACT Health, Canberra (PN. 20352) (Gazetted 30 September 2010)

**The Canberra Hospital**  
**Medical Services**  
**Brett Jones: 771-96451**  
From: Registered Nurse Level 2 \$71,180-\$75,582  
ACT Health  
To: †Registered Nurse Level 3.2 \$92,492  
ACT Health, Canberra (PN. 22399) (Gazetted 7 October 2010)

**Nursing**  
**Medical Unit Services**  
**Regina Ginich**  
From: Registered Nurse Level 1 \$50,607 - \$68,382  
ACT Health  
To: Registered Nurse Level 4 Grade 2 \$99,049  
Calvary Health Care ACT, PN 7592, Gazette 14 September 2010

**Canberra Institute of Technology**

**Centres**  
**Centre for Health, Community and Wellbeing**

**Patricia Collins: 820-73405**

From: Administrative Services Officer Class 2 \$42,233-\$46,832  
Canberra Institute of Technology  
To: Administrative Services Officer Class 4 \$53,616-\$58,213  
Canberra Institute of Technology, Canberra (PN. 19799) (Gazetted 2 September 2010)

**Centres**

**Marketing and National Positioning**

**Andrea Mackrell: 820-82395**

From: Public Affairs Officer 1 \$55,317-\$63,409  
Department of Territory and Municipal Services  
To: Public Affairs Officer 2 \$67,272  
Canberra Institute of Technology, Canberra (PN. 54934) (Gazetted 30 September 2010)

**Cultural Facilities Corporation**

**Trudy Collins: AGS 771-58957**

From: Administrative Officer Class 5 \$59,800-\$63,409  
Cultural Facilities Corporation  
To: Administrative Officer Class 6 \$64,583-\$74,188  
Cultural Facilities Corporation, Canberra (PN. 55369) (Gazette No. 31, 5 August 2010)

**Department of Disability, Housing and Community Services**

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

**Youth Directorate**

**Community Youth Justice**

**Leslei O'Connor: 787-54398**

From: Administrative Services Officer Class 4 \$53,616-\$58,213  
Department of Disability, Housing and Community Services  
To: Health Professional Level 2 \$49,557-\$68,740  
Department of Disability, Housing and Community Services, Canberra (PN. 11426) (Gazetted 20 May 2010)

**Department of Education and Training**

**Corporate Services**

**Finance and Corporate Services**

**Corporate Support**

**Benjamin Player: 779-17642**

From: Administrative Services Officer Class 4 \$53,616-\$58,213  
Department of Education and Training  
To: Administrative Services Officer Class 5 \$59,800-\$63,409  
Department of Education and Training, Canberra (PN. 19712) (Gazetted 9 September 2010)

**School Improvement**

**Belconnen Network**

**Macquarie Primary School**

**Marc Warwick: 749-26007**

From: School Leader C \$90,412  
Department of Education and Training  
To: †School Leader B \$96,628  
Department of Education and Training, Canberra (PN. 04098) (Gazetted 19 August 2010)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Department of Justice and Community Safety**

**ACT Corrective Services**

**Lisa Anne Blundell: 817-31744**

From: Administrative Services Officer Class 3 \$48,103-\$51,916  
Department of Justice and Community Safety  
To: Administrative Services Officer Class 5 \$59,800-\$63,409  
Department of Justice and Community Safety, Canberra (PN. 11269) (Gazetted 8 July 2010)

**Director of Public Prosecutions**

**Corporate**

**Phoebe Elizabeth Burgoyne-Scutts: 821-07492**

From: Paralegal Grade 1 (lower) \$42,233-\$46,832  
Department of Justice and Community Safety

To: †Paralegal Grade 2 \$55,317-\$58,213  
Department of Justice and Community Safety, Canberra (PN. 19383) (Gazetted 16 September 2010)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Director of Public Prosecutions  
Corporate**

**Amy Louise Dyde: 821-06748**

From: Paralegal Grade 1 (upper) \$49,354-\$53,616  
Department of Justice and Community Safety  
To: †Paralegal Grade 2 \$55,317-\$58,213  
Department of Justice and Community Safety, Canberra (PN. 19384, several) (Gazetted 16 September 2010)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Department of Territory and Municipal Services**

**Transport and Infrastructure**

**Transport Regulation**

**Dickson Test Station**

**Roy Eric McDonald: 704-30129**

From: Technical Officer Level 3 \$55,690-\$63,184  
Department of Territory and Municipal Services  
To: †Technical Officer Level 4 \$64,583-\$74,188  
Department of Territory and Municipal Services, Canberra (PN. 02424) (Gazetted 9 September 2010)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Land Management and Planning**

**Yarralumla Nursery**

**Finance and Administration**

**Maria Siewkim Ng: 817-43251**

From: General Service Officer Level 7 \$47,429-\$50,194  
Department of Territory and Municipal Services  
To: †Administrative Services Officer Class 4 \$53,616-\$58,213  
Department of Territory and Municipal Services, Canberra (PN. 14634) (Gazetted 16 September 2010)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Territory Services**

**ACT NOWaste**

**Jagjit Singh: 787-17802**

From: Bus Operator \$53,245-\$59,272  
Department of Territory and Municipal Services  
To: †Administrative Services Officer Class 5 \$59,800-\$63,409  
Department of Territory and Municipal Services, Canberra (PN. 00695) (Gazetted 8 September 2010)  
Note: This promotion was made by unanimous decision of a Joint Selection Committee in accordance with current collective/enterprise Agreement provisions and is non-appealable.

**Department of Treasury**

**Revenue Management Division**

**Compliance**

**Asoagoa Maniti: 799-82974**

From: Administrative Services Officer Class 4 \$53,616-\$58,213  
Department of Treasury  
To: Administrative Services Officer Class 5 \$59,800-\$63,409  
Department of Treasury, Canberra (PN. 11467) (Gazetted 19 November 2009)

**ACT Gambling and Racing Commission**

**Coordination and Revenue**

**Vicki Parkes: 782-71855**

From: Administrative Services Officer Class 4 \$53,616-\$58,213  
Gambling and Racing Commission  
To: Administrative Services Officer Class 6 \$64,583-\$74,188  
Department of Treasury, Canberra (PN. 02045) (Gazetted 6 October 2010)