



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 29 October 2015**

## VACANCIES

### Chief Minister, Treasury and Economic Development

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

#### Strategic Finance

##### Chief Financial Officer

**Executive Level 2.4 \$245,200 to \$256,966 depending on current superannuation arrangements, Canberra (PN: E834)**

Gazetted: 03 November 2015

Closing Date: 17 November 2015

Details: The Chief Minister, Treasury and Economic Development Directorate is seeking experienced applicants for the role of Chief Financial Officer. Applicants should have a strong record of leadership in financial and project management, appropriate qualifications in accounting or a related discipline and an understanding of working in a government environment. A commitment to public service integrity and people management is also essential, including executive level communication skills. Applicants should be able to demonstrate their capacity to be responsive and manage a diverse workload with competing priorities to meet tight deadlines. Interested applicants should address the selection criteria provided, which are based on the ACTPS Executive Capabilities. Remuneration: The position attracts a remuneration package ranging from \$245,200 to \$256,966, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$196,091. Contract: The successful applicant will be engaged under a performance based contract for up to five years. Prospective applicants should be aware that individual contracts are tabled in the ACT Legislative Assembly. Contact Officer: Kathy Leigh (02) 6205 0246 [kathy.leigh@act.gov.au](mailto:kathy.leigh@act.gov.au)

#### Shared Services

##### Partnership Services Group

##### Projects Front Door and Partnerships

##### Senior Analyst

**Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 31803, several)**

Gazetted: 04 November 2015

Closing Date: 18 November 2015

Details: Shared Services is currently seeking experienced Senior Analysts for its Projects Front Door. Senior Projects Front Door Analysts works directly with our Directorate clients to find high level solution options for their business problems. The successful applicant will combine superior customer engagement skills with sound business analysis and solution architecture expertise.

Eligibility/Other Requirements: Tertiary Qualifications in a related field are desirable.

Note: Shortlisted applicants would need to be available for interview on or about 25 November 2015. Two written referee's reports addressing the selection should be provided at or before the interview.

Contact Officer: Stan Callaghan (02) 6207 5881 [stan.callaghan@act.gov.au](mailto:stan.callaghan@act.gov.au)

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

##### Territory Venues

##### Senior Manager - Corporate

**Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 36345)**

Gazetted: 30 October 2015

Closing Date: 6 November 2015

Details: Territory Venues is responsible for the hosting of events at the Territory's major venues, being Exhibition Park in Canberra (Exhibition Park), GIO Stadium, Manuka Oval and Stromlo Forest Park; and the management and operation of these venues. The position prepares and manages Territory Venues' financial statements including monthly financial processes. Providing timely and accurate monthly, quarterly and annual reporting to meet the Directorate's management and statutory requirements. The position provides advice to the General Manager of

Territory Venues and the management team on their financial and output performance and contributes to the development and implementation of financial management policies and procedures.

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

Contact Officer: Liz Clarke (02) 6207 2294 [liz.clarke@act.gov.au](mailto:liz.clarke@act.gov.au)

## **Finance and Budget Division**

### **Various Branches**

#### **Senior Analyst**

##### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 33075, several)**

Gazetted: 03 November 2015

Closing Date: 17 November 2015

Details: Are you looking for an opportunity to influence Government policy? Do you want to work closely with the ACT Government to develop and manage the Territory's budget? The Finance and Budget Division is looking for highly motivated and experienced Senior Analysts with expertise in analysis of policy proposals and financial analysis to join an energetic and enthusiastic team. The successful applicant will have demonstrated conceptual and analytical skills with the ability to research and analyse complex information both in a policy context and from a financial perspective. Demonstrated judgement, appropriate technical/computer skills and flexibility in handling financial, economic, policy and administrative issues are also highly regarded. The ability to communicate effectively, build effective working relationships, contribute to team outcomes and prepare thorough written and financial reports is also a requirement of this position.

Eligibility/Other Requirements: Tertiary or Post Graduate qualifications in Business, Accounting, Economics, Finance or similar field.

Contact Officer: Shaun Ryan (02) 6207 0230 [shaun.ryan@act.gov.au](mailto:shaun.ryan@act.gov.au)

## **Revenue Management**

### **Taxation Legislation, Review and Litigation**

#### **Assistant Manager/Taxation Legislation, Reviews and Litigation Officer**

##### **Administrative Services Officer Class 6/Senior Officer Grade C \$76,337 - \$103,416, Canberra (PN: 43075)**

Gazetted: 03 November 2015

Closing Date: 17 November 2015

Details: The person in this position will deal with complex taxation legislation and policy issues, objections under ACT tax-related legislation and consequent appeals to tribunals and courts with minimal supervision.

Eligibility/Other Requirements: Legal qualifications/experience could be regarded as desirable but are not essential.

Note: This position will be filled at either the Administrative Services Officer Class 6 or Senior Officer Grade C classification depending on experience.

Contact Officer: Victoria Pullen (02) 6207 0063 [victoria.pullen@act.gov.au](mailto:victoria.pullen@act.gov.au)

## **Business Services**

### **Strategic HR and Corporate**

#### **Organisational Development**

##### **Project Officer - Learning and Development**

##### **Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 32176)**

Gazetted: 02 November 2015

Closing Date: 9 November 2015

Details: As Project Officer - Learning and Development (L&D), the successful applicant will be required to provide administrative support for Strategic HR and Corporate learning and development activities. In undertaking this role, the applicant will also be required to assist with the development and implementation of a range of Human Resource projects, including policy and guidelines reviews, and the procurement of L&D solutions. Work collaboratively across businesses to gather, analyse, and report on L&D activities and investment across the division.

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

Note: This is a temporary position available until 27 January 2017, with the possibility of permanency from this process.

Contact Officer: Peter Jones (02) 6207 7399 [peterh.jones@act.gov.au](mailto:peterh.jones@act.gov.au)

**Access Canberra  
Transport Regulation  
Road User Services  
Field Officer**

**Administrative Services Officer Class 2 \$50,676 - \$55,957, Canberra (PN: 36333, Several)**

Gazetted: 03 November 2015

Closing Date: 17 November 2015

Details: Under the general direction of the Field Supervisor, the Field Officer will effectively operate traffic offence detection devices in accordance with legislation and operating procedures. This includes being responsible for; Security, safe keeping and correct use of all equipment, facilities and vehicles; Correct calibration of equipment, record keeping, site positioning and site attendance; Operating the equipment from the inside of a vehicle, during regular early morning, night and weekend shifts as directed; Adherence to all operational, security, safety and emergency procedures issued by the department; Perform delegated responsibilities according to relevant Road Transport legislation, and represent the unit in court proceedings as required; Provide feedback to management on operational issues including site suitability, equipment performance, safety and security issues; Maintain confidentiality at all times and adhere to privacy guidelines, customer service standards, code of conduct and any other instruction issued by management or as described in the TCO Operations manual; Demonstrated commitment to the implementation of the principles of workplace diversity, participative work practices, Occupational Health and Safety and staff development and training; Maintain records in accordance with the *Territory Records Act 2002*; This position does not involve direct supervision of personnel.

Contact Officer: Gordon Stone (02) 6207 5770 [gordon.stone@act.gov.au](mailto:gordon.stone@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 Development and Corporate  
Policy Projects and Legislation  
Land Strategy and Policy**

**Manager, Land Policy and Strategy**

**Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 18462)**

Gazetted: 04 November 2015

Closing Date: 11 November 2015

Details: The Branch is seeking a Manager to work independently to undertake high level analysis and provide strategic advice on current and future land use matters. You will be required to provide agency comments on ACT Government submissions as well as develop policy positions, responses and reports for Executives in ED and other Directorates, the LDA Board, Strategic Board and Government. You will also manage the ACT Government's Indicative Land Release Program. The position will report directly to the Deputy Director. To be successful you will have relevant tertiary qualifications and a background in planning and/or land policy is highly desirable. Applicants should also possess strong communication and management skills and have a track record of liaising effectively across Directorates.

Contact Officer: Simon Tennent (02) 6205 4961 [simon.tennent@act.gov.au](mailto:simon.tennent@act.gov.au)

**Community Services**

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

**Office for Children, Youth and Family Support  
Early Intervention and Prevention Services (EIPS)  
EIPS Project Team**

**Senior Project Officer**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 22611)**

Gazetted: 04 November 2015

Closing Date: 11 November 2015

Details: Early Intervention and Prevention Services are seeking a motivated individual to undertake the role of Senior Project Officer, Early Intervention Projects. This role has primary responsibility to develop and progress

policy and sector development initiatives for ACT children with a particular focus on early intervention and prevention. This position has responsibility for co-ordinating and leading specific project work that supports the development and implementation of prevention and early intervention policy and program development. The position is located within the Child and Family Centre program and integrated within Early Intervention and Prevention Services.

Eligibility/Other Requirements: A tertiary qualification in human services/education or relevant allied health is essential. Extensive experience in services for children and families essential. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [http://www.ors.act.gov.au/community/working\\_with\\_vulnerable\\_people\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp). A current driver's licence.  
Contact Officer: Melanie Thompson (02) 6207 1983 melanie.thompson@act.gov.au

### **Education and Training**

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

#### **Organisational Integrity**

##### **Information and Knowledge Services**

##### **Program Manager/Senior Business Analyst**

##### **Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 36330, several)**

Gazetted: 04 November 2015

Closing Date: 19 November 2015

Details: The Education and Training Directorate is engaged in an exciting and challenging multi-year upgrade of its IT Portfolio across school and student administration, business intelligence systems and staff support. The person in this position performs a lead role in gathering and articulating business, functional and non-functional requirements for the Education and Training Directorate ICT portfolio. Ideally you will have experience as a Senior Business Analyst in development and delivery of substantial IT Projects. You will have demonstrated experience in business analysis skills, in particular in business process modelling, business re-engineering and change management. You will need to be self motivated, adaptable and have efficient and effective communication skills. You will have highly developed work management and organisational skills including the ability to effectively manage workloads, work independently and as part of a team, deliver high quality service to internal and external stakeholders and meet workplace objectives within tight timelines.

Eligibility/Other Requirements: Highly Desirable: Experience as a senior business analyst in development and delivery of substantial IT Projects. Experience in defining requirements as part of a project team delivering digital solutions including online portals, intranets, business intelligence and integration.

Notes: Prior to commencing in this role, a current registration issued under the Working with Vulnerable People (Background Checking) Act 2011 may be required. For further information on Working with Vulnerable People registration refer to - [http://www.ors.act.gov.au/community/working\\_with\\_vulnerable\\_people\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Graham Sporne (02) 6205 5464 graham.sporne@act.gov.au

#### **Organisational Integrity**

##### **Information and Knowledge Services**

##### **Records Management Section**

##### **Records Manager**

##### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 04442)**

Gazetted: 04 November 2015

Closing Date: 19 November 2015

Details: The person in this position performs a lead role in the development, implementation, use and ongoing management of the Education and Training Directorate (ETD) Records Management Program including policies, procedures, the ETD Thesaurus and agency-specific disposal schedule. Ideally you will have demonstrated experience as a records management team leader undertaking effective delivery of records management services for the Directorate including management of staff, budget and other resources. You will need to be self-motivated, adaptable and have efficient and effective communication skills. You will have highly developed work management and organisational skills including the ability to effectively manage workloads, work independently and as part of a

team, deliver high quality service to internal and external stakeholders and meet workplace objectives within tight timelines.

Eligibility/Other Requirements: Desirable: Experience in using records management systems (including TRIM and Sharepoint).

Notes: Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to - [http://www.ors.act.gov.au/community/working\\_with\\_vulnerable\\_people\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Ian French (02) 6205 9103 [ian.french@act.gov.au](mailto:ian.french@act.gov.au)

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

#### **Office for Schools**

#### **Belconnen Network**

#### **Aranda Primary School**

#### **Business Manager**

#### **Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 36350)**

Gazetted: 03 November 2015

Closing Date: 10 November 2015

Details: Aranda Primary School is seeking a highly experienced officer for the position of Business Manager. The successful candidate will be expected to manage a busy work environment with high level competing demands including but not limited to Human Resources, Finance, Risk and Directorate Compliance Management. The ideal candidate will have demonstrated high level management skills, ability to communicate effectively with colleagues, executive teams and major client groups and external stakeholders ensuring high quality customer service is delivered. The position is required to liaise with the Principal to ensure continuity in the delivery of key programs across the school. Participate as a member of the executive team, respond to and provide current, accurate and detailed reporting to both the Principal and school board. Further duties include developing policies and procedures relating to facilities management, responsibility for the preparation of budgets, expenditure reviews, statements and; monitor estimates and financial returns. The Business Manager has supervision responsibility for administrative support officers engaged in various designated roles. The successful candidate will be required to plan, direct and supervise their overall duties. Assisting each with personal performance and professional development.

Eligibility/Other Requirements: Applicants are strongly encouraged to contact the Principal for further information regarding this position. This position requires a high understanding of financial and HR management, computer systems and an understanding of the school environment. Mandatory Asbestos Awareness Training: Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: [www.worksafe.act.gov.au/health\\_safety](http://www.worksafe.act.gov.au/health_safety). Desirable: Working knowledge of the MAZE management systems. A Current First Aid certificate or willingness to undertake appropriate training. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [http://www.ors.act.gov.au/community/working\\_with\\_vulnerable\\_people\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Phil Gray (02) 6142 3030 [phil.gray@ed.act.edu.au](mailto:phil.gray@ed.act.edu.au)

#### **Deputy Director General**

#### **Governance and Assurance**

#### **Children's Education and Care Assurance**

#### **Education and Care Adviser**

#### **Professional Officer Class 2 \$76,337 - \$87,366, Canberra (PN: 22612)**

Gazetted: 03 November 2015

Closing Date: 10 November 2015

Details: The Children's Policy and Regulation Unit is seeking applications from motivated professionals to fill a temporary Education and Care Adviser position. The role of the successful applicant will be to undertake assessment and rating of services, conduct compliance monitoring activities as well as providing professional support to providers, educators, families and other stakeholders in accordance with the National Quality Framework.

Eligibility/Other Requirements: Qualifications and experience in Education and Care is required. The successful applicants will be required to complete (ACECQA) Authorised Officer and Assessor Training. Hold a current driver's licence.

Note: This position is temporary to the 30 June 2016 with the possibility of extension. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* may be required. For further information on Working with Vulnerable People registration refer to -

[http://www.ors.act.gov.au/community/working\\_with\\_vulnerable\\_people\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Contact Officer: Susan Sullivan (02) 6207 1093 [susan.sullivan@act.gov.au](mailto:susan.sullivan@act.gov.au)

#### **Office for School**

#### **Tuggeranong Network**

#### **Taylor Primary School**

#### **Business Manager**

#### **Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 35953)**

Gazetted: 30 October 2015

Closing Date: 6 November 2015

Details: Taylor Primary School is seeking a highly experienced officer for the position of Business Manager. The successful candidate will be expected to manage a busy work environment with high level competing demands including but not limited to Human Resource, Finance, Risk and Compliance Management. The ideal candidate will have demonstrated high level management skills, ability to communicate effectively with colleagues, executive teams and major client groups and external stakeholders ensuring high quality customer service is delivered. The position is required to liaise with the Principal to ensure continuity in the delivery of key programs across the College. Participate as a member of the executive team, respond to and provide current, accurate and detailed reporting to both the Principal and school board. Further duties include developing policies and procedures relating to facilities management, responsibility for the preparation of budgets, expenditure reviews, statements and; monitor estimates and financial returns. The Business Manager has supervision responsibility for administrative support officers engaged in various designated roles. The successful candidate will be required to plan, direct and supervise their overall duties. Assisting each with personal performance and professional development.

Eligibility/Other Requirements: Mandatory Asbestos Awareness Training: Evidence of completion of training delivered by a Registered Training Organisation for Asbestos Awareness is required before commencement. For further information refer to: [www.worksafe.act.gov.au/health\\_safety](http://www.worksafe.act.gov.au/health_safety). Desirable: Working knowledge of the MAZE management systems. A Current First Aid certificate or willingness to undertake appropriate training. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [http://www.ors.act.gov.au/community/working\\_with\\_vulnerable\\_people\\_wwvp](http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp).

Note: The successful applicant may be selected from application and referee reports only. Applicants are strongly encouraged to contact the Principal for further information regarding this position. This position requires a high understanding of financial and HR management, computer systems and an understanding of the school environment.

Contact Officer: Simon Smith (02) 6142 3000 [simon.smith@ed.act.edu.au](mailto:simon.smith@ed.act.edu.au)

#### **Environment and Planning**

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

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

#### **Planning Delivery**

#### **Development Assessment**

#### **Senior Development Assessment Officer**

#### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 34275)**

Gazetted: 30 October 2015

Closing Date: 13 November 2015

Details: An opportunity exists for an experienced and enthusiastic person to join a team responsible for the assessment and determination of development applications. The team is responsible for assessing and

determining development applications in a timely manner, assisting the ACT Civil and Administrative Tribunal in its review of decisions and supporting operational planning functions. The successful applicant will undertake all aspects of the development application process, exercise delegations under relevant legislation, and provide mentorship within the team.

Eligibility/Other Requirements: Experience and qualifications in one or more of urban planning, architecture, landscape architecture, or another relevant professional area would be highly desirable.

Contact Officer: Ray Brown (02) 6207 1750 ray.brown@act.gov.au

## **Health**

**Selection documentation for the following positions may be downloaded from <http://www.health.act.gov.au/employment>.**

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

### **Canberra Hospital and Health Services Cancer, Ambulatory and Community Health Support CACHS Medical Palliative Care**

**Specialist/Senior Specialist \$147,465-\$181,976**

**Senior Specialist \$199,231, Canberra (PN: 06791)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

The Position: We invite applications from qualified medical graduates for the above position. This is a part time position. Eligible applicants will hold the Fellowship of the Australasian Chapter of Palliative Medicine (or equivalent), and will be registered for medical specialist practice in Australia (AHPRA). Applicants with a higher research degree, and proven academic track record relative to opportunity are highly desirable. The Palliative Care Service at the Canberra Hospital is currently supported by visiting specialists based in the ACT Palliative Care Service located at Clare Holland House. In addition to the visiting specialists the TCH service is staffed by a registrar, nurse practitioner in palliative and supportive care and three specialist nurses. A consultative service is provided across the hospital. In addition an outpatient clinic conducted by the visiting specialists and nurse practitioner has been established. We are seeking an applicant who will develop the consultative service in TCH, coordinate with the current externally based Palliative Care Services, participate in research and teaching and also contribute to existing TCH clinics. The successful applicant will participate in the after hours, territory wide service and consultation roster, in proportion to their fractional appointment. Although based in the Division of Cancer and Ambulatory and Community Health Support, the consultative service will be available by referral from all disciplines with TCH. The ACT Palliative Care Service is accredited for training in Palliative Care by both the RACP. Registrars currently rotate through TCH, Clare Holland House inpatient unit and community specialist palliative care service. It is anticipated that the appointee will contribute to and supervise training in palliative care.

Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$147,465-\$181,976 Senior Specialist: \$199,231.

Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries.

Superannuation, ranging from 9%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, ranges from \$242,052 - \$320,753.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Specialist qualifications in Palliative Care, (FRACP or AChPM) obtained subsequent to graduation in medicine which are required by the National Specialist Advisory Committee. Higher research degree, and evidence of research output, and capacity or evidence of attracting competitive research funding is desirable. Note: This is a permanent part time position.

Contact Officer: A/Prof Paul Craft, Clinical Director Cancer, Ambulatory and Community Health Support (02) 6174 8502 [paul.craft@act.gov.au](mailto:paul.craft@act.gov.au)

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, 123 Carruthers Street CURTIN ACT 2605



**Canberra Hospital and Health Services**  
**Mental Health, Justice Health and Alcohol & Drug Services**  
**Mental Health Director of Clinical Services**  
**Consultant Psychiatrists**  
**Specialist/Senior Specialist \$147,465-\$181,976**  
**Senior Specialist \$199,231, Canberra (PN: 25137)**

Gazetted: 05 November 2015

Closing Date: 10 December 2015

The Position: New opportunities in the ACT. There are new permanent full time and part time positions in Mental Health, Justice Health, Alcohol and Drug Services Adolescent Mental Health Services due to service development enhancement. The Division provides Mental Health Services for Canberra and the South East region of New South Wales serving a population of about half a million. Mental Health Services is a major teaching service of the Australian National University (ANU) Medical School and has well-developed undergraduate and postgraduate teaching programs and a state-of-the-art medical library. There are excellent opportunities for collaborative research. Appointments to Mental Health Services may involve service provision in other Divisions of Health including Canberra and Calvary Hospitals.

Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$147,465-\$181,976 Senior Specialist: \$199,231. Starting salary will be negotiated within this band for the successful applicant, depending on their experience and expertise. Relevant parties are currently negotiating future pay rises that will increase these base salaries. Superannuation, ranging from 9%-10% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 10% superannuation, ranges from \$242,052 - \$320,753.

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

Contact Officer: Dr Peter Norrie (02) 6205 0687 [peter.norrie@act.gov.au](mailto:peter.norrie@act.gov.au)

Applications can be forwarded to: Apply online at <http://www.health.act.gov.au/employment> (preferred method), by post to the Senior Medical Recruitment Officer, Employment Services, 123 Carruthers Street CURTIN ACT 2605

**Canberra Hospital and Health Services**  
**Mental Health, Justice Health, Alcohol and Drug Services**  
**Justice Health Services**  
**Team Leader**  
**Registered Nurse Level 4.2 \$117,136, Canberra (PN: 36084)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: Imagine walking through the door of a brand new building, knowing that you and your team will be the first to work in this state-of-the-art facility. The first to set the template of how the place will run. The first to build a team environment of collaboration, professionalism and dedication. Imagine working with like minded colleagues who are passionate and committed to the difference they can make all day, every day. Imagine working for an organisation that values and demonstrates best practice, who offer recognition and awards. Well, imagine no more! We are excited to be opening an exceptional new Secure Mental Health Unit in Canberra. Located in a scenic and calming setting in South Canberra and operating within an innovative and modern model of care, the new Secure Mental Health Unit is designed to ensure the best outcomes for our clients. The Secure Mental Health Unit, opening in late 2016, will provide people with access to inpatient mental health services. It is a first for Canberra and will be based on a therapeutic and recovery-based approach. We are looking to recruit to a key position, the Team Leader (Registered Nurse Level 4. Grade2). We are looking for someone who believes: That the client's needs are our priority; That collaboration and teamwork is key to success; In keeping up to date with modern day practice and ideology; In flexibility and adaptability; In compassion and seeing the clients journey In person-centred practice. We offer competitive salaries, great access to professional development and enviable opportunities for career advancement.

Eligibility/Other Requirements: Essential: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency. Minimum 12 months leadership/management experience. Desirable: Relevant post graduate qualifications in Mental Health or Forensic Mental Health. Previous management experience within a mental health or drug and alcohol treatment setting. Holds or is working towards post graduate management qualifications. A current driver's licence. Please note prior to commencement successful candidates will be

required to have current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required; and undergo a pre-employment National Police History Check.

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

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

ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>

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

About our great city, Canberra, Australia's National Capital:

Canberra is a city with outstanding amenities and excellent housing, educational and leisure opportunities. It is home to national icons and monuments as well as natural treasures. The coast and ski fields are nearby; Sydney is only 3 hours away by road.

For more information on our great city and your future, visit: <http://www.canberrayourfuture.com.au/>

Contact Officer: Jon Ord (02) 6205 5030

## **Health**

### **Strategy and Corporate**

#### **Performance Information**

##### **Senior System Integration Developer**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 11726)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: An exciting opportunity exists for a suitably skilled person to join the dynamic Business Intelligence Unit of ACT Health. The successful applicant will possess high level skills in the use of SQL, SSRS, SSIS and SharePoint. The position will be required to assist in the integration of new data sets to the ACT Reporting Repository, building new and innovative information products and assist in guiding the development of policies and standards for operating within the Reporting Repository.

Eligibility/Other Requirements: Relevant tertiary qualifications desirable. Knowledge and experience in the use of data systems in the healthcare sector and associated business processes. Knowledge of data quality processes.

Experience and knowledge in information management principles are all desirable.

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

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Contact Officer: Andrew Bailey (02) 6207 2129 [andrew.bailey@act.gov.au](mailto:andrew.bailey@act.gov.au)

## **Strategy and Corporate**

### **Performance Information**

#### **Business and Area Health Network Support**

##### **Senior Information Policy Officer**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 16744, several)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: Two positions exist to fill the newly established roles within the Performance Information Branch, with a strong focus on Information Management Policy Development.

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

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Contact Officer: Stephen Watt (02) 6207 8577 [stephen.watt@act.gov.au](mailto:stephen.watt@act.gov.au)

## **Population Health**

### **Health Protection Service**

#### **Environmental Health Policy and Projects**

##### **Senior Policy Officer**

##### **Health Professional Level 4 \$96,073 - \$103,416, Canberra (PN: 33178)**

Gazetted: 05 November 2015

Closing Date: 20 November 2015

Details: An opportunity exists for a suitably qualified and experienced candidate to join the Environmental Health Policy and Projects team as a Senior Policy Officer. Environmental Health Policy and Projects provides regulatory policy advice, input and information on a wide range of environmental health issues. These include food safety, tobacco control, safety of recreational water and drinking water, health care facility licensing, cooling towers and other environmental factors that may impact on health.

Eligibility/Other Requirements: Tertiary qualification – a science based degree in a health related field is necessary.

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

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Contact Officer: Rebecca Stones (02) 6205 3671 [rebecca.stones@act.gov.au](mailto:rebecca.stones@act.gov.au)

## **Strategy and Corporate**

### **Policy and Government Relations**

#### **Drug and Alcohol Policy**

##### **Senior Policy Officer**

##### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 20665)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: Applicants are sought for a Senior Policy Officer position in the Alcohol and Other Drugs area. Applicants will need to demonstrate excellent written communication skills and experience in finding, assessing, interpreting and synthesising research evidence.

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

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Contact Officer: Helene Delany (02) 6205 0909 [helene.delany@act.gov.au](mailto:helene.delany@act.gov.au)

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

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

##### **Women and Babies**

##### **Women's Health Sonographer**

##### **Health Professional Level 4 \$96,073 - \$103,416, Canberra (PN: 18997)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: The Fetal Medicine Unit at the Canberra Hospital currently has a permanent part-time Women's Health Sonographer positions available. The successful applicant must have appropriate qualifications, obstetric and gynaecological imaging experience and have the ability to work independently within a team environment. This position requires a high level of communication skills and sensitive interaction in a high risk obstetric environment. Eligibility/Other Requirements: Australian Sonographer Accreditation Registry (ASAR) accreditation.

Note: This is a permanent part-time position at 14:42 hours per week. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

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Contact Officer: Maneesha Bhosale (02) 6174 7491 [maneesha.bhosale@act.gov.au](mailto:maneesha.bhosale@act.gov.au)

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

#### **Cancer Ambulatory and Community Health Support**

##### **Medical**

##### **Clinical Trials Coordinator**

##### **Health Professional Level 4 \$96,073 - \$103,416, Canberra (PN: 26555)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: The Department of Radiation Oncology at the Canberra Hospital is looking for a suitably qualified motivated Clinical Trials Coordinator to supervise the Radiation Oncology Clinical Trials Section to enable participation in multi institutional and Trans-Tasman Radiation Oncology Group (TROG) studies as well as local investigator led projects.

Eligibility/Other Requirements: Candidates who hold either post-graduate qualifications in Science and/or Health, and experience in clinical trial coordination within a medical research environment as well as an understanding of and experience in molecular biology techniques will be preferred. In addition, preference would be given to applicants with experience with TROG/Radiation Oncology Clinical trials process.

Note: This position is temporary for two years with the possibility of extension. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

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Contact Officer: Hany Elsaleh (02) 6244 2241 hany.elsaleh@act.gov.au

## **Strategy and Corporate**

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

#### **E-Health**

##### **Project Officers**

##### **Registered Nurse Level 2 \$84,394 - \$89,447, Canberra (PN: 35596)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: The Clinical Systems Programs aim to implement a range of electronic clinical systems across the organisation improve the continuity of care and availability of information to support clinical decision making, by ensuring that the right information is available to members of the treating team, regardless of where healthcare services are delivered. The systems will support healthcare services into the future, facilitating: more efficient communication; faster access to information; better informed clinical decisions; and improved quality, safety and efficiency of care. An exciting opportunity exists for organised and motivated people to be involved in the implementation of the Electronic Medication Management (EMM) system. The key responsibilities of these positions will be to assist with the completion of project documentation and activities required to manage and implement the EMM system across ACT Health. The Electronic Medication Management (EMM) Project aims to provide an integrated electronic system for managing prescribing, administration and clinical pharmacy review. EMM will provide a secure and comprehensive record of patients' medications, and will integrate with key ACT Health clinical systems to facilitate greater collaboration and efficiencies between health professionals. It is also expected that EMM will reduce adverse medication events through improved prescription legibility, clinical decision support and dose calculation.

Eligibility/Other Requirements: Be registered or have applied for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Project and data analysis experience, preferably within a health care environment is desirable.

Note: Positions will be offered on a temporary basis for a period of 12 months, with the possibility of extension.

Selection may be based on application and referee reports only. Please forward an expression of interest with responses to the Selection Criteria, along with your current resume and two professional referees as documents to be uploaded. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits.

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Contact Officer: Angela Tam (02) 6205 9226 and Matthew Stephenson (02) 6207 1846

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

**Geriatric Care Coordinator**

**Registered Nurse Level 2 \$84,394 - \$89,447, Canberra (PN: 22231)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: An opportunity exists for a dynamic registered nurse with excellent communication, leadership and multi-tasking skills to fill the role of Geriatric Care Coordinator on the Acute Care of the Elderly Ward 11A.

Eligibility/Other Requirements: Registered or eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Minimum of two years experience in geriatric setting.

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

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Contact Officer: Maria Trudinger (02) 6244 2431 maria.trudinger@act.gov.au

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

**Health Professional**

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 16183)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: The Mobile Intensive Treatment Team is a contemporary evidence-based service providing high quality mental health care that is guided by principles of Recovery. The Supported Accommodation Team will provide intensive clinical input for up to 20 mental health consumers living with significant chronic and severe mental health issues in various supported accommodations.

This is a part-time (3 days/week). At this level it is expected that you will provide, under limited supervision, high quality care to achieve sound outcomes for consumers. It is also an expectation that you will contribute your expertise to the multidisciplinary team, provide supervision to all staff participating in the roster and support the Team Leader in change processes. You will be required to undertake professional development and supervision; participate in quality initiatives and contribute to the multidisciplinary team processes. In this position you are also expected to uphold the ACT Health Values of Care, Excellence, Collaboration and Integrity.

Eligibility/Other Requirements: Tertiary qualification or equivalent in Psychology, Social Work or Occupational Therapy with current unconditional Australian Health Practitioner Regulation Agency (AHPRA) registration where

applicable, and/or eligibility for membership of the appropriate professional organisation. Applicants must have a minimum of 12 months paid work experience in a related/relevant organisation/service. Current driver's licence.

Notes: This is a part-time position at 22.05 hours per week.

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

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

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Contact Officer: Kristine Taylor (02) 6205 1565 [kristine.taylor@act.gov.au](mailto:kristine.taylor@act.gov.au)

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

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

#### **ACT-Wide Mental Health Services**

#### **Mental Health Consultation Liaison Psychologist**

#### **Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 24104)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: Applications are invited from enthusiastic Psychologists who wish to work with the Mental Health Consultation and Liaison (MHCL) service. MHCL is located at the Canberra Hospital and works with various hospital ward clinical teams in providing care to inpatients who have mental health concerns in addition to their medical/physical issues. MHCL is a multidisciplinary team staffed by nursing, allied health and medical professionals. The successful applicant will be required to undertake complex mental health assessments and work as a senior clinician as a member of a multi disciplinary team, providing high standard clinical skills and expertise in the assessment of people with mental health issues and provide consultation and advice to medical ward staff. The applicant will demonstrate a recovery focus and be highly motivated to engage in consultation, support and educative practices with families, carers and other agencies.

Eligibility/Other Requirements: Current unconditional Psychology registration with National Nursing and Midwifery Board through the Australian Health Practitioner Regulation Agency (AHPRA). Current driver's licence.

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

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Contact Officer: Bruno Aloisi (02) 6205 1048 [bruno.aloisi@act.gov.au](mailto:bruno.aloisi@act.gov.au)

## **Strategy and Corporate**

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

#### **E-Health**

#### **Electronic Medication Management Project Officer**

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 35598)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: The Clinical Systems Programs aim to implement a range of electronic clinical systems across the organisation improve the continuity of care and availability of information to support clinical decision making, by ensuring that the right information is available to members of the treating team, regardless of where healthcare services are delivered. The systems will support healthcare services into the future, facilitating: more efficient communication; faster access to information; better informed clinical decisions; and improved quality, safety and efficiency of care. An exciting opportunity exists for organised and motivated people to be involved in the implementation of the Electronic Medication Management (EMM) system. The key responsibilities of these positions will be to assist with the completion of project documentation and activities required to manage and implement the EMM system across ACT Health. The Electronic Medication Management (EMM) Project aims to provide an integrated electronic system for managing prescribing, administration and clinical pharmacy review. EMM will provide a secure and comprehensive record of patients' medications, and will integrate with key ACT Health clinical systems to facilitate greater collaboration and efficiencies between health professionals. It is also expected that EMM will reduce adverse medication events through improved prescription legibility, clinical decision support and dose calculation.

Eligibility/Other Requirements: Be registered or have applied for registration as a Pharmacist with the Australian Health Practitioner Regulation Agency (AHPRA). Project and data analysis experience, preferably within a health care environment is desirable.

Note: This is a temporary position available for a period of 12 months, with the possibility of extension. Selection may be based on application and referee reports only.

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Contact Officer: Angela Tarn (02) 6205 9226 or Matthew Stephenson (02) 6207 1846

## **Canberra Hospital and Health Services**

### **Medicine**

#### **Acute Support Services**

#### **Social Worker**

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 21616, several)**

Gazetted: 05 November 2015

Closing Date: 19 November 2015

Details: Applications are invited from experienced Social Workers interested in working in a rapidly changing and challenging acute hospital environment. The successful applicant/s will work within a social work clinical prioritisation framework providing service to one or a number of adult, maternity and paediatric inpatient and



outpatient units. Opportunities exist to initiate quality improvement activities, provide professional supervision, rotate areas of clinical responsibility, participate in professional development activities and undertake further education.

Eligibility/Other Requirements: A Degree in Social Work with eligibility for membership of the Australian Association of Social Workers is essential. Previous hospital practical experience is highly desirable.

Note: There is one full-time permanent position and several temporary and casual opportunities available. Casual workers are being sought to work in the after-hours team of workers who provide a social work service to all areas of the hospital after normal business hours, week-ends and public holidays. These workers need to be highly experienced in the hospital setting, able to work with minimal support and be proficient in trauma and bereavement work. All interested persons would be required to work on a full-time temporary basis before being considered for casual shifts. An order of merit established from this process may be used to fill future vacancies at level over the next 12 months.

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

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Contact Officer: Ann Davies (02) 6244 2155 [ann.davies@act.gov.au](mailto:ann.davies@act.gov.au)

## **Canberra Hospital and Health Services**

### **Medicine**

#### **Acute Support Services**

#### **Physiotherapist, Women's Health**

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 11969)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: An exciting opportunity exists for a full-time temporary Women's Health Physiotherapist to provide direct patient care to obstetrics and gynaecology clients and groups and to coordinate a comprehensive inpatient and outpatient physiotherapy women's health services based at Canberra Hospital.

Eligibility/Other Requirements: Be registered or have applied for registration as a Physiotherapist with the Australian Health Practitioner Regulation Agency (AHPRA).

Notes: This is an expected full-time temporary vacancy available from February 2016 for a 12 month period.

Selection may be based on written application and written referee reports only. An order of merit will be established from this process that may be used to fill short term, full-time and part-time temporary positions at level from February 2016 for a period of 12 months.

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

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Contact Officer: Kathy Terrell (02) 6244 2589

## **Canberra Hospital and Health Services**

### **Critical Care**

#### **Critical Care Admin**

##### **Personal Assistant to the Director of Nursing**

##### **Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 20095)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: The Division of Critical Care Administration team is seeking an enthusiastic and professional individual to temporarily fill the role of Personal Assistant to the Director of Nursing, Division of Critical Care.

The successful applicant must be able to: Provide a high level of administrative support to the Director of Nursing, Division of Critical Care; Provide general support to four Assistant Directors of Nursing; Effectively prioritise work and meet deadlines; Be a proactive, enthusiastic and strong communicator; Work independently and as member of the administrative team; Be adaptable and responsive; Be able to quickly acquire knowledge and understanding of situations and subject matter; and Build and maintain professional relationships in this pioneering and collaborative team. This is a great opportunity to develop your administrative skills in a busy working environment.

Notes: This is a temporary position available for 12 months with a possibility of extension and/or permanency from this process. The successful applicant may be based on selection criteria, CV and referee reports only.

Candidates are invited to submit an application against the selection criteria to a maximum of one page per criteria. Candidates are also required to submit a current CV and one written referee report. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the selection criteria and upload this as part of your application. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits. ACT Government employees enjoy excellent employment conditions, more information is available at

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Contact Officer: Lindsay Ottaway (02) 6244 4500 [lindsay.ottaway@act.gov.au](mailto:lindsay.ottaway@act.gov.au)

## **Canberra Hospital and Health Services**

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

#### **Women's and Babies**

##### **Registered Midwife**

##### **Registered Nurse Level 1 \$60,772 - \$81,180 (PN: 31413, several)**

The Centenary Hospital for Women and Children, as part of ACT Health, have temporary full-time and part-time positions available in their Birthing Unit, Postnatal Unit and Antenatal and Gynaecology Unit. We are seeking experienced Midwives with a good team spirit to fill these positions.

Eligibility/Other Requirements: Registered or eligible for registration as a midwife with the Australian Health Practitioner Regulation Agency (AHPRA).

Notes: These are temporary positions available at either full-time or part-time hours for a period of three to six months.

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

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

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

ACT Government employees enjoy excellent employment conditions, more information is available at <http://health.act.gov.au/employment/enterprise-agreements/>

About our great city, Canberra, Australia's National Capital:

Canberra is a city with outstanding amenities and excellent housing, educational and leisure opportunities. It is home to national icons and monuments as well as natural treasures. The coast and ski fields are nearby; Sydney is only 3 hours away by road.

For more information on our great city and your future, visit: <http://www.canberrayourfuture.com.au/>

Contact Officer: Regina Ginich (02) 6174 7582 [regina.ginich@act.gov.au](mailto:regina.ginich@act.gov.au)

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

**RACC Nursing**

**Enrolled Nurse**

**Enrolled Nurse Level 1 \$55,118 - \$58,888, Canberra (PN: 21565)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: Rehabilitation, Aged and Community Care (RACC) are offering the opportunity for a motivated and experienced Enrolled Nurse to join the Acute Rehabilitation Unit (Ward 12B). Applicants should have well-developed interpersonal skills, an ability to work collaboratively within a multidisciplinary team and be passionate about providing safe, quality, patient-centred care. Experience in a rehabilitation setting is desirable.

Eligibility/Other Requirements: Registered or is eligible for registration as an Enrolled Nurse with the Australian Health Practitioner Regulation Agency (AHPRA).

Notes: This is a full-time position involving working a 24/7 rotating roster including weekends and nightshift. The successful applicant may be required to be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. To complete your application you must prepare responses to the selection criteria and upload this as part of your application. ACT Health offers attractive salary packaging arrangements. Additionally, many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the contact officer to confirm the position's eligibility for these benefits. ACT Government employees enjoy excellent employment conditions, more information is available at

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Contact Officer: Rowena King (02) 6244 2082 [rowena.king@act.gov.au](mailto:rowena.king@act.gov.au)

**Strategy and Corporate**

**Business and Infrastructure**

**Logistics Support**

**Store Person**

**Health Service Officer Level 4/5 \$47,776 - \$52,809, Canberra (PN: 20137, several)**

Gazetted: 05 November 2015

Closing Date: 12 November 2015

Details: Supply Services forms part of the Logistic Support Section within the Business and Infrastructure Branch of ACT Health, delivering customer-focused supply chain solutions to the Directorate. These advertised vacant positions report to the Senior Store Supervisor. The successful candidates will be required to work within the Supply Services warehouse located at Mitchell and rotated to Canberra Hospital, when necessary. To be successful in these positions, you will need to have proven experience in all aspects of stores management (i.e. issues,

receipts, picking, stock-taking, etc.) in a large and busy warehouse environment operating in a computerised purchasing and inventory control system.

Eligibility/Other Requirements: Current Class C driver's licence is highly desired. These positions may be located or rotated between the Supply Services Warehouse, Mitchell, and Canberra Hospital.

Competencies required to be reclassified from HSO4 store person to HSO5 – store person/forklift operator:

1. One year or more work experience in the Supply Services warehouse.
2. Current Forklift Operator's License.
3. Sound knowledge of all warehousing and distribution functions that are related to Canberra Hospital and Supply Services warehouse.
4. Sound knowledge of warehousing and distribution functions under the computerised purchasing and inventory control system.
5. Fully compliant with ACTPS mandatory training requirements.

Notes: Selection may be based on written applications and referee reports only. Please ensure all necessary documents, referee reports and pertinent attachments are lodged online with your application.

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

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

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

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Contact Officer: Francis Carn (02) 6207 8637

### **Territory and Municipal Services**

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

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

#### **Corporate and Business Enterprises**

##### **Governance**

##### **Policy and Systems Coordination**

##### **Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 13802)**

Gazetted: 02 November 2015

Closing Date: 16 November 2015

Details: We are looking for a motivated and dynamic team member with experience in the development and implementation of corporate documents including the annual report across a diverse organisation. You will also have a strong background in working with others to positively influence behaviour and drive change. You will work in a team environment as well as being self motivated. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and/or People with Disability, to apply.

Contact Officer: Sue Reif (02) 6207 5769 [sue.reif@act.gov.au](mailto:sue.reif@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.

#### **Corporate and Business Enterprises**

##### **Human Resources**

**Health Safety and Wellbeing**

**Senior Safety Advisor**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 36340)**

Gazetted: 30 October 2015

Closing Date: 13 November 2015

Details: Expressions of interest are sought to assist Territory and Municipal Services to develop and implement a safety management system for the Directorate. The successful candidate should possess experience in the development, implementation and administration of a Safety Management system. The ACT Public Service is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, and / or People with Disability, to apply.

Notes: This temporary position is available for a period of eight months. An application of up to two pages addressing the selection criteria and position description should be submitted as well as a current curriculum vitae.

Contact Officer: Andrew Staniforth (02) 6205 8090 [andrew.staniforth@act.gov.au](mailto:andrew.staniforth@act.gov.au)

**APPOINTMENTS**

**Chief Minister, Treasury and Economic Development**

**Senior Officer Grade A \$131,412**

Philippa Brown 760-96301, Section 68(1), 26 October 2015

**Administrative Services Officer Class 4 \$63,744 - \$69,022**

Casey-lee Hennock 847-25956, Section 68(1), 11 November 2015

**Senior Officer Grade A \$131,412**

Alana Lundy 778-45255, Section 68(1), 2 November 2015

**Administrative Services Officer Class 3 \$57,417 - \$61,793**

Jordan Robert Monge 846-91813, Section 68(1), 27 October 2015

**Community Services**

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)**

Melissa Davis 846-94408, Section 68(1), 2 November 2015

**Education and Training**

**General Service Officer Level 6 \$52,549 - \$54,936**

Hayley Coleman 846-95021, Section 68(1), 27 October 2015

**Health**

**Administrative Services Officer Class 3 \$57,417 - \$61,793**

Kristy Carswell 838-54545, Section 68(1), 26 October 2015

**Health Professional Level 2 \$59,085 - \$81,111**

Lauren Cavanagh 843-91845, Section 68(1), 5 November 2015

**Health Professional Level 2 \$59,085 - \$81,111**

Sarah Dovey 839-25841, Section 68(1), 5 November 2015

**Enrolled Nurse Level 1 \$55,118 - \$58,888**

Tanya Fuller 844-33902, Section 68(1), 5 November 2015

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

Chor Hing 845-19298, Section 68(1), 5 November 2015

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

Liji Karipra 834-45776, Section 68(1), 5 November 2015

**Health Professional Level 2 \$59,085 - \$81,111**

Ruey Chyi Lim 842-87458, Section 68(1), 2 November 2015

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)**

Megan Lyndon 848-19688, Section 68(1), 2 November 2015

**Administrative Services Officer Class 3 \$57,417 - \$61,793**

Beth Marie Lyons 846-94512, Section 68(1), 2 November 2015

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

Josephine Ngandu 848-20152, Section 68(1), 3 December 2015

**Building Trade \$63,656 - \$67,325**

Mark Guy Osgood 846-94897, Section 68(1), 18 November 2015

**Facilities Service Officer Level 5 \$50,308 - \$52,809**

Axel Pirnke 843-91626, Section 68(1), 2 November 2015

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

Conan Purugganan 834-44781, Section 68(1), 2 November 2015

**Enrolled Nurse Level 1 \$55,118 - \$58,888**

Ann Reid 846-93843, Section 68(1), 2 November 2015

**Administrative Services Officer Class 4 \$63,744 - \$69,022**

Kurt Schreiber 846-93894, Section 68(1), 2 November 2015

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

Jane Sprague 840-51525, Section 68(1), 28 October 2015

**Justice and Community Safety**

**Ambulance Paramedic \$67,561 - \$76,003 plus penalties**

Alyce Brown 846-89414, Section 68(1), 2 November 2015

**Ambulance Paramedic \$67,561 - \$76,003 plus penalties**

Bronya Hofman 846-89422, Section 68(1), 2 November 2015

**Ambulance Paramedic \$67,561 - \$76,003 plus penalties**

Timothy Laurie 846-89377, Section 68(1), 2 November 2015

**Ambulance Paramedic \$67,561 - \$76,003 plus penalties**

Andrew Murphy 846-89393, Section 68(1), 2 November 2015

**Territory and Municipal Services**

**Senior Officer Grade C \$96,073 - \$103,416**

Peter Daffern 846-94977, Section 68(1), 2 November 2015

**General Service Officer Level 5/6 \$49,918 - \$54,936**

Bradley Stoddard 844-74878, Section 68(1), 30 October 2015

**TRANSFERS**

**Chief Minister, Treasury and Economic Development**

**Donna Hosie: 827-36942**

From: Administrative Services Officer Class 6 \$76,337 - \$87,366  
Community Services

To: Administrative Services Officer Class 6 \$76,337 - \$87,366  
Chief Minister, Treasury and Economic Development, Canberra (PN. 36017) (Gazetted 18 August 2015)

**Health**

**Ann Frances Murray: 771-92135**

From: Registered Nurse Level 2 \$89,447  
Health

To: Registered Nurse Level 2 \$84,394 - \$89,447  
Health, Canberra (PN. 29428) (Gazetted 20 August 2015)

**PROMOTIONS**

**Capital Metro**

**Corporate Governance and Communications**

**Governance and Business Solutions**

**Guest Clare: 827-1190**

From: Administrative Services Officer Class 5 \$70,844 - \$74,989  
Environment and Planning

To: †Senior Officer Grade C \$96,073 - \$103,416  
Capital Metro, Canberra (PN. 33317) (Gazetted 25 September 2015)

**Chief Minister, Treasury and Economic Development**

**Shared Services**

**Partnership Services Group**

**Business Application Management**

**David Collins: 836-09304**

From: Information Technology Officer Class 2 \$76,337 - \$87,366  
Chief Minister, Treasury and Economic Development

To: †Senior Officer (Technical) Grade C \$96,073 - \$103,416  
Chief Minister, Treasury and Economic Development, Canberra (PN. 04567) (Gazetted 7 August 2015)

**Health**

**Canberra Hospital and Health Services**

**Surgery and Oral Health**

**Immunology**

**Elizabeth da Silva, 82462582**

From: Senior Registrar \$124,330

Health

To: Staff Specialist 1-5 \$147,465 - \$181,976

Health, Canberra (PN. 36092) (Gazette 28 May 2015)

**Canberra Hospital and Health Services**

**Medicine**

**Acute Support Services**

**Marian Cappellari: 817-46356**

From: Health Professional Level 2 \$59,085 - \$81,111

Health

To: Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade)

Health, Canberra (PN. 29002) (Gazetted 11 September 2015)

**Canberra Hospital and Health Services**

**Rehabilitation Aged and Community Care**

**Nursing**

**Anne Marie Dolan: 835-17362**

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

Health

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

Health, Canberra (PN. 02312) (Gazetted 17 September 2015)

**Canberra Hospital and Health Services**

**Rehabilitation Aged and Community Care**

**Nursing**

**Susan Helen Hockley: 735-35268**

From: Professional Officer Class 2 \$76,337 - \$87,366

Justice and Community Safety

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

Health, Canberra (PN. 28247) (Gazetted 17 September 2015)

**Canberra Hospital and Health Services**

**Cancer Ambulatory and Community Health Support**

**Leah Gai Oliver: 780-55167**

From: Registered Nurse Level 4.1 \$109,381

Health

To: †Radiation Therapist Grade 4.2 \$117,418 - \$120,373

Health, Canberra (PN. 11989) (Gazetted 27 August 2015)

**Strategy and Corporate**

**Denise Ryan: 827-33370**

From: Senior Officer Grade C \$96,073 - \$103,416

Health

To: †Senior Officer Grade B \$113,150 - \$127,379

Health, Canberra (PN. 25968) (Gazetted 30 June 2015)

**Canberra Hospital and Health Services**

**Rehabilitation, Aged and Community Care**

**Rehabilitation Allied Health**



**Emma Whitehead: 835-95176**

From: Allied Health Assistant 2 \$47,854 - \$54,863  
Health

To: Allied Health Assistant 3 \$58,445 - \$64,862  
Health, Canberra (PN. 36095) (Gazetted 10 September 2015)

**Territory and Municipal Services**

**Infrastructure, Roads and Public Transport**

**ACTION**

**Belconnen Depot**

**Wayne Lange: 782-88171**

From: Transport Officer Grade 3 - ACTION \$91,042

Territory and Municipal Services

To: †Transport Officer Grade 4 -ACTION \$99,554

Territory and Municipal Services, Canberra (PN. A11705) (Gazetted 7 August 2015)

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