



# **ACT Government Gazette**

**Gazetted Notices for the week beginning 04 February 2016**

## EXECUTIVE NOTICES

### Chief Minister, Treasury and Economic Development

#### **Contract Cessation**

Note: The following Executive has been issued with a new contract which was gazetted on 21.01.2016. This notification is in accordance with the provisions of section 81 of the Public Sector Management Act 1994.  
Colm Mooney – Director, Health Infrastructure (E553) – 17.01.2016

### Community Services

#### **Engagement**

Francis Duggan – Executive Director, Housing ACT (E843) Section 72 of the Public Sector Management Act 1994

#### **Variation – Assignment**

Christine Murray – Director, People Management (E673) Section 80A(1)(b) of the Public Sector Management Act 1994

### Education and Training

#### **Variation – Assignment**

Leanne Cover – Deputy Director-General (E716) Section 80A(1)(b) of the Public Sector Management Act 1994

## VACANCIES

### Canberra Institute of Technology

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

#### **CIT Student and Academic Services**

##### **CIT Education Services**

##### **Education Quality Research and Compliance Officer**

**Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 55017)**

Gazetted: 08 February 2016

Closing Date: 22 February 2016

Details: CIT is seeking someone to work as part of a team to support teaching areas to meet compliance requirements in non-financial quality audits in the area of vocational and higher education. The successful applicant will also undertake research and other projects to gather information to inform planning and improvement. Support to teaching areas to interpret research results to ensure continuous improvement of education quality is required as well as supporting review and updates of education policies, and associated processes and procedures. The ability to be able to interrogate databases is crucial to this role as is the ability to use statistics software packages. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and/or people with a disability.

Eligibility/Other Requirements: Tertiary qualifications in research, education or policy development desirable.

Contact Officer: Craig Roxburgh (02) 6207 3477 [craig.roxburgh@cit.edu.au](mailto:craig.roxburgh@cit.edu.au)

#### **CIT Technology and Design**

##### **Design Industries**

##### **Interior Design Teacher**

**Teacher Level 1 \$67,439 - \$89,984, Canberra (PN: 51110)**

Gazetted: 10 February 2016

Closing Date: 26 February 2016

Details: Are you an experienced Interior Designer with a keen awareness of the needs of the industry and a flair for sharing your knowledge and inspiring others? CIT has a permanent teaching position available within our well established and highly regarded Interior Design and Decoration program. Your primary role will be to use your professional experience to guide students to achieve their goals and help to create the next generation of Interior Designers. The successful applicant will be able to: Provide input into the continuous improvement of course design, including the review of curriculum develop learning resources and assessments to reflect current and changing industry standards; Collaborate with departmental colleagues to share educational best practice and industry expertise to enhance quality educational delivery; Share their experience of residential and commercial projects, and industry relevant software (Cad and Revit).

Eligibility/Other Requirements: Mandatory qualifications and/or registrations/licensing: New Teachers at Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) within twelve months of engagement. Teacher Level 1.7 must hold a full training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or its successor). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or equivalent) and an Advanced Diploma in Adult Learning and Development (or equivalent). Working with Vulnerable People Registration. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to -

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

Industry Experience: In accordance with sub-Clause 40.10 of the ACT Public Sector Canberra Institute of Technology (Teaching Staff) Enterprise Agreement 2013 – 2017. All teachers at Teacher Level 1 or Level 2 are required to have relevant industry experience and vocational qualifications equal to that being taught, or as specified in the applicable training package or accredited curriculum specifications. Appropriate tertiary qualifications in Interior Design, Architecture, or an allied field from a recognised Institution. Relevant vocational/industrial professional experience in interior design projects and/or commercial architectural projects. CIT and the ACT Public Service are committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment, we strongly encourage and welcome applications from Aboriginal or Torres Strait Islander peoples and or people with a disability. Desirable: Eligibility for membership of the Design Institute of Australia or other relevant professional association.

Contact Officer: Clive Hutchison (02) 6207 3455 [clive.hutchison@cit.edu.au](mailto:clive.hutchison@cit.edu.au)

### **Capital Metro**

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

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

#### **Procurement and Delivery**

##### **Operations**

##### **Project Coordination Officer**

##### **Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 33706)**

Gazetted: 08 February 2016

Closing Date: 22 February 2016

Details: The Capital Metro Agency has the responsibility for the design, procurement and delivery of a light rail service between Gungahlin and the City. The Operations Branch is seeking an organised and highly motivated individual to fulfil the role of Project Coordination Officer. Duties include, but are not limited to, assisting with the planning and coordination of various projects and activities of significant relevance to the Branch, and assisting with planning branch project initiatives and developing project schedules that feed up to the overall program of work.

Eligibility/Other Requirements: Experience working within a project environment and government agency is required.

Contact Officer: Katrina Giudice (02) 6205 8646 [katrina.giudice@act.gov.au](mailto:katrina.giudice@act.gov.au)

**Chief Minister, Treasury and Economic Development**

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

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

**Access Canberra**

**Registration and Fair Trading**

**Working with Vulnerable People (Background Screening)**

**Manager**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 19620)**

Gazetted: 08 February 2016

Closing Date: 15 February 2016

Details: Under the supervision of the Senior Manager, manage the day to day operations of the business unit including: Clients: Provide high level client service, ensuring staff provide a positive client experience; Ensure the provision of accurate and relevant information in support of clients obtaining service through Access Canberra; Resolve more complex issues with or on behalf of the team Staff: Provide positive supervision and mentoring for the team; Ensure achievement and development plans are maintained for all staff Executive: Operate in accordance with relevant legislation administered by Access Canberra; Exercise delegations and statutory responsibilities under relevant legislation, including but not limited to the *Territory Records Act 2002*, the *Public Sector Management Act 1994* and the *Work Health and Safety Act 2011*; Operate in accordance with relevant ACT Government and organisational policies; Implement any new or modified functions using project management methodology, as needed; Ensure procedures are in place to support decision making, including operating within the quality assurance framework to ensure the accuracy and integrity of regulated activities are regularly reviewed and improved over time; Manage the day to day operations of the team; Represent Access Canberra at various committees, seminars, conferences and meetings on a local and national basis. This position does involve direct supervision of personnel.

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

Contact Officer: Derise Cubin (02) 6205 3732 [derise.cubin@act.gov.au](mailto:derise.cubin@act.gov.au)

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

**Arts and Events**

**Events ACT**

**Senior Officer, Logistics and Operations**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 11949, expected vacancy)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

Details: Events ACT is seeking a highly qualified event professional to assist in the management of logistics and operations for the suite of ACT Government managed events. The role will be responsible for the compliance of all event plans and will undertake procurement activities for Events ACT and will engage with wide range of stakeholders. The position holder will also assist in the management of all operations and staffing of the Production and Delivery Team.

Eligibility/Other Requirements: At least three years experience or relevant qualifications in event Management or related field, industry or community activities are desirable. Applicants should possess a current driver's licence and have the ability to work flexible hours and travel as required.

Note: This is an expected vacancy.

Contact Officer: Jason Rose (02) 6205 0721 [jason.rose@act.gov.au](mailto:jason.rose@act.gov.au)

**Shared Services**

**Finance**

**Salary Packaging**

**Salary Packaging Project Officer**

**Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 17957)**

Gazetted: 09 February 2016

Closing Date: 23 February 2016

Details: The Salary Packaging Team is looking for a highly motivated Project Officer to work in a fast paced environment. The successful applicant will be responsible for delivering salary packaging project services to ACT Government employees and demonstrate understanding of the relevant taxation legislation.

Eligibility/Other Requirements: Relevant tertiary qualifications (Accounting and/or HR related) are highly desirable.

Contact Officer: Desley Croker (02) 6207 9124 [desley.croker@act.gov.au](mailto:desley.croker@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.

**Shared Services**

**Partnership Services Group**

**Business Application Management/ICTETD**

**ICT Support Officer**

**Information Technology Officer Class 2 \$76,337 - \$87,366, Canberra (PN: 15206, several)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

Details: To support ICT initiatives and provide advice on Information and Communication Technology (ICT) related matters.

Contact Officer: Terry Dai (02) 6207 7662 [terry.dai@act.gov.au](mailto:terry.dai@act.gov.au)

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

**Arts and Events**

**Business Support**

**Executive Assistant and Business Support**

**Administrative Services Officer Class 5 \$70,844 - \$74,989, Canberra (PN: 22821)**

Gazetted: 10 February 2016

Closing Date: 17 February 2016

Details: ArtsACT is seeking a self motivated Executive Assistant to join our busy team, to support the Director and artsACT staff in delivering on their varied responsibilities. The position would suit an agile, motivated and customer focussed person, with great attention to detail. This position provides administrative and government business support to the Director and team, will assist with social media and work with data and statistics.

Eligibility/Other Requirements: Relevant experience in TRIM and grants management systems (preferably SmartyGrants) would be an advantage.

Note: For those who are interested please forward your application based on the attached Selection Documents.

Late applications will not be considered, unless prior permission is sought.

Contact Officer: Adam Stankevicius (02) 6207 2384 [adam.stankevicius@act.gov.au](mailto:adam.stankevicius@act.gov.au)

**Shared Services**

**Shared Services ICT**

**Security**

**Agency Security Officer**

**Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 14668)**

Gazetted: 05 February 2016

Closing Date: 12 February 2016

Details: Shared Services ICT is seeking an experienced Agency Security Officer to join the team. The Agency Security Officer will assist in the delivery of Physical and Personnel Security for the protection of Data Communications and major computing infrastructure, and buildings used by the ACT Government in the delivery of ICT services.

Eligibility/Other Requirements: The successful applicant must be able to attain a Commonwealth NV1 clearance. A Certificate IV in Security and Risk Management would be advantageous with the ability to obtain a Certificate IV in Government Security.

Contact Officer: Adam Incher (02) 6205 9067 [adam.incher@act.gov.au](mailto:adam.incher@act.gov.au)

**Policy and Cabinet**

**Government Reform**

**Transport Reform**

**Director, Transport Canberra Establishment**

**Executive Level 1.3 \$218,514 - \$228,851 depending on current superannuation arrangements, Canberra (PN: E844)**

Gazetted: 08 February 2016

Closing Date: 15 February 2016

Details: The Chief Minister, Treasury and Economic Development Directorate is seeking applicants for a new temporary (six month contract) executive position, Director, Transport Canberra Establishment.

The Director, Transport Canberra Establishment will: Lead and coordinate corporate arrangements for the establishment of the new Transport Canberra entity (for 1 July 2016 commencement), including:

- developing and formalising key organisational arrangements (e.g. structural, strategic, governance, performance, capability, and financial),
- establishing arrangements for facilities and IT integration,
- managing the change management process for this work.

Report to the Chair of the Transport Canberra Transition Team, Karl Alderson and work with the Transition Team and other staff. The position will transfer to report to the Director-General, Transport Canberra in due course.

Experience and expertise with management of machinery of government changes is an important capability of the role, as are excellent skills in communication and liaison and an ability to be highly organised and drive numerous work streams simultaneously.

Applicants should send their CV and contact details of three referees to the Chair of the Transport Canberra Transition Team, Dr Karl Alderson [karl.alderson@act.gov.au](mailto:karl.alderson@act.gov.au) who is also the contact for any questions about the position (02) 6207 0260.

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

Contract: The successful applicant will be engaged under a performance based contract for a period of six months.

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

**Land Development Agency**

**City to the Lake**

**Senior Manager, Infrastructure**

**Infrastructure Officer 5 \$136,524, Canberra (PN: 34375)**

Gazetted: 10 February 2016

Closing Date: 24 February 2016

Details: The Land Development Agency (LDA) is seeking an experienced and high performing officer to fill the position of Senior Manager, Infrastructure in the City to the Lake team. The position requires a high level of experience in civil and major infrastructure projects, advanced project management skills, excellent stakeholder management ability and experience in ACT Territory business case development and funding in order to deliver major civil and public infrastructure projects for the City to the Lake. The position will provide effective advice to the Director, City to the Lake; the LDA Executive and the LDA Board on a range of highly complex, multi-disciplinary development projects related to the delivery of the City to the Lake. The occupant will require knowledge and experience of complex civil/infrastructure projects including the planning, design and construction processes. Eligibility/Other Requirements: Relevant tertiary qualifications or experience deemed equivalent is highly desirable.

Contact Officer: Nicholas Hudson (02) 6205 5451 [nicholas.hudson@act.gov.au](mailto:nicholas.hudson@act.gov.au)

**Access Canberra**

**Projects, Governance and Support**

**Project Manager**

**Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 36585)**

Gazetted: 08 February 2016

Closing Date: 15 February 2016

Details: Undertake research and analysis activities in order to inform the development of appropriate strategies to meet the current and anticipated future accommodation needs of Access Canberra; Plan, coordinate and oversee those significant projects, or tasks related to the accommodation, on behalf of Access Canberra; Establish and nurture networks and relationships across Access Canberra and other ACT Government agencies that facilitate the achievement of quality outcomes for Access Canberra and the community; Contribute to the development and implementation of new business initiatives and ensure operational, legislative and stakeholder requirements are considered and incorporated as appropriate; Manage relationships with Third Party Service providers including contract management; Model behaviours consistent with the ACT Government's Code of Conduct, Respect, Equity and Diversity Framework and Work Health and Safety system. This position may involve direct supervision of personnel.

Eligibility/Other Requirements: Driver's licence essential.

Note: This is a temporary position available until 30 September 2016 with the possibility of extension.

Contact Officer: Craig Simmons (02) 6207 6322 [craig.simmons@act.gov.au](mailto:craig.simmons@act.gov.au)

### **Infrastructure Finance and Advisory**

#### **Infrastructure Policy and Analysis**

#### **Manager, The Capital Framework**

**Senior Officer Grade B \$113,150 - \$127,379, Canberra (PN: 36656)**

Gazetted: 05 February 2016

Closing Date: 23 February 2016

Details: The Manager, The Capital Framework role in Chief Minister, Treasury and Economic Development's (CMTEDD) Infrastructure Finance and Advisory Division reports to the Director, Infrastructure Policy and Analysis. This role has responsibility for managing The Capital Framework and for coordinating the processes regarding the selection of delivery model for major capital works. The successful applicant will provide advice and support for the annual capital works budget process, in line with The Capital Framework as well as high level advice regarding investment logic processes and business case development. A key responsibility is to coordinate the review and continuous improvement of The Capital Framework and related processes. This position requires specific skill sets and a demonstrated understanding of Government capital works, procurement and budgeting, or an ability to quickly acquire this understanding. The applicant will be rewarded with a positive team environment and flexible work arrangements.

Eligibility/Other Requirements: Position may require a security clearance.

Contact Officer: Damon Hall (02) 6207 0058 [damon.hall@act.gov.au](mailto:damon.hall@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)**

#### **Service Strategy and Community Building**

##### **Service Strategy**

##### **Data and Evaluation**

##### **Senior Data Analyst**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 36600)**

Gazetted: 09 February 2016

Closing Date: 16 February 2016

Details: The Community Services Directorate is seeking a person who can provide high level technical support for the Directorate's strategic data capacity. With experience in human services data and software development, data management and analysis, and performance reporting, this person will be required to develop and implement innovative solutions for the collection, analysis and dissemination of data relevant to performance monitoring and evaluation. They will lead projects involving the collection, validation, analysis and provision of data to meet the Directorate's reporting requirements both locally and nationally.

Eligibility/Other Requirements: Appropriate experience in data management and reporting and a working knowledge of SQL and development/testing protocols.

Contact Officer: Anne Jenkins (02) 6205 0082 [anne.jenkins@act.gov.au](mailto:anne.jenkins@act.gov.au)

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

**Child and Youth Protection Services**

**Practice and Performance**

**Cultural Services Team Leader**

**Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 08118)**

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: The Cultural Services Team Leader role is focussed on supporting Child and Youth Protection Services (CYPs) to deliver the best possible life outcomes for a culturally diverse range of children and young people, and in particular for Aboriginal and Torres Strait Islander children and young people, underpinned by best practice culturally appropriate trauma informed case management. The position involves responsibility for oversight, management and direction of the day to day operations requiring cultural services across all of CYPs.

Eligibility/Other Requirements: Experience and/or desire to work in a Community Services environment.

Proficiency in Aboriginal and Torres Strait Islander culture. Current driver's licence. Desirable: Relevant tertiary qualifications e.g. in Social Work, Psychology, Social Welfare, Social Science or related discipline.

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

Contact Officer: Jenna Schoer (02) 6205 3283 cypsrecruitment@act.gov.au

**Housing and Community Services**

**Asset Management**

**Quality Improvement Unit**

**Team Leader**

**Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 09071)**

Gazetted: 05 February 2016

Closing Date: 22 February 2016

Details: The Team Leader, Complaints and Information Unit is responsible for providing assistance to the Manager with a range of duties including leading a team in the preparation and delivery of high quality responses to Freedom of Information requests, legal Subpoenas, Police requests and Statutory Oversight Agency enquiries, monitoring Housing and Community Services overdue complaint reporting, preparing reports and briefs and undertaking projects.

Note: This is a temporary position available to the 19 August 2016.

Contact Officer: Jenny Whichelo (02) 6207 8778 jenny.whichelo@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.

**Service Strategy and Community Building**

**Community Participation Group**

**Administration Assistant**

**Administrative Services Officer Class 2 \$50,676 - \$55,957, Canberra (PN: 36581)**

Gazetted: 04 February 2016

Closing Date: 18 February 2016

Details: Expressions of interest are being sought for the position of Administration Assistant in the Community Participation Group (CPG). Under the close direction of the Manager, Operations and Administration the successful applicant will be required to provide administrative and clerical support to CPG including the maintenance of the office and filing systems, coordinate and distribute information, requisition and manage equipment and stationery supplies, accept incoming enquiries and book functions and meeting rooms at the Theo Notaras Multicultural Centre, assist with the set up of function rooms and meetings, and work in accordance with, and uphold the ACT Government Respect, Equity and Diversity Framework and the Directorate's Work Health and Safety System. It would be of assistance if the applicant had experience in applying office technology and demonstrated capacity in the use of various databases, Microsoft packages e.g. Word and Excel. All enquires are to be directed to the Contact Officer.



Note: This is a temporary position available until 14 October 2016. Expressions of interest from potential candidates should include a supporting statement of no more than two pages outlining experience and/or ability in the above areas, contact details of at least two referees and a current curriculum vitae.

Contact Officer: Janelle Wheatley (02) 6207 2343 [janelle.wheatley@act.gov.au](mailto:janelle.wheatley@act.gov.au)

### **Housing and Community Services**

#### **Asset Management**

#### **Property Management**

#### **Senior Manager**

#### **Senior Officer Grade A \$131,412, Canberra (PN: 17967)**

Gazetted: 09 February 2016

Closing Date: 16 February 2016

Details: The position is responsible for joint management of the Asset Teams within the Branch, ensuring: Optimum levels of performance for service, responsiveness and standards in the provision of repairs, maintenance and upgrading works; The most effective and efficient use of resources in managing, maintaining and safeguarding the Directorate's assets; The Total Facilities Management Contract is managed under best practice principles; All other contracts, whether they are construction contracts, service agreements with Architects, Valuers or Real Estate Agents, are also managed under best practice principles; The timely delivery of construction projects; and completion of high level milestones. The occupant will have demonstrated experience in contract and project management and be an effective leader in the Public Sector.

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

Contact Officer: Frank Duggan (02) 6207 5026 [frank.duggan@act.gov.au](mailto:frank.duggan@act.gov.au)

### **Cultural Facilities Corporation**

#### **Canberra Theatre Centre**

#### **Operations**

#### **Head Electrician**

#### **Level 4 Technician \$60,666, Canberra (PN: H)**

Gazetted: 09 February 2016

Closing Date: 16 February 2016

This position requires someone experienced in the provision of a professional level of electrical services and facilities to hirers and users of professional performing arts theatre venues. Note: Selection may be based on applications and referees reports only. Applicants must provide a written statement addressing the selection criteria. Contact Officer: Rohan Cutler 6243 5736 [rohan.cutler@act.gov.au](mailto:rohan.cutler@act.gov.au) Applications can be forwarded to: [CFC\\_HR@act.gov.au](mailto:CFC_HR@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**

#### **Infrastructure and Capital Works**

#### **Asset Strategies**

#### **Project Officer, Central Office Facilities**

#### **Infrastructure Officer 2 \$76,428 - \$87,930, Canberra (PN: 36529)**

Gazetted: 05 February 2016

Closing Date: 26 February 2016

Details: The Education Directorate is seeking a facility manager to join a highly skilled and diverse team. The successful applicant will manage the planning and delivery of the Directorate's Central Office facilities, including minor capital works, repairs and maintenance and utility and accommodation services. Good oral and written

communication skills, project management experience (incl. financial management) and the ability to manage a small team of staff will be required in this role.

Eligibility/Other Requirements: Highly Desirable: Building or infrastructure knowledge and/or Project Management qualifications. Possession of a white card or willingness to complete the required training. Asbestos Awareness training certificate or willingness to complete the required training.

Contact Officer: Fiona Kidman (02) 6207 0002 [fiona.kidman@act.gov.au](mailto:fiona.kidman@act.gov.au)

**Office for Schools**

**South/Weston Network**

**Mount Stromlo High School**

**Administration Officer**

**Administrative Services Officer Class 4 \$63,744 - \$69,022, Canberra (PN: 36655)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

Details: Mount Stromlo High School is seeking a highly organized individual to oversee and manage the daily staffing needs of the school and the associated records management. The successful candidate will possess highly developed time management, problem solving and organization skills.

Eligibility/Other Requirements: Applicants must be independently proficient with SIMS, CRS and Microsoft Excel. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to - [https://www.accesscanberra.act.gov.au/app/answers/detail/a\\_id/1804](https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804)

Note: This is a temporary position available for a period of two years with the possibility of extension and/or permanency from this process. Selection may be based on application and referee reports only. This position requires a 7:30am start.

Contact Officer: Michael Kindler (02) 6142 3444 [michael.kindler@ed.act.edu.au](mailto:michael.kindler@ed.act.edu.au)

**Office for Schools**

**Belconnen Network**

**Canberra High School**

**Physical Education - Female**

**Classroom Teacher \$59,790 - \$94,517, Canberra (PN: 10068)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

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

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

Note: This is a temporary position available until 27 January 2017.

Contact Officer: Phil Beecher (02) 6205 7000 [phil.beecher@ed.act.edu.au](mailto:phil.beecher@ed.act.edu.au)

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

**Office for Schools**

**South/Weston Network**

**Garran Primary School**

**Classroom Teacher – Year 6**

**Classroom Teacher \$59,790 - \$94,517, Canberra (PN: 18476)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

Details: Garran Primary School is a P - 6 School that has a collaborative whole school approach to teaching and learning. We are seeking a highly motivated and dynamic Teacher for a Year 6 gifted and talented class, which is an integral part of the school's accelerated learning program.

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

Contact Officer: Jenny Priest (02) 6205 5844 [jenny.priest@ed.act.edu.au](mailto:jenny.priest@ed.act.edu.au)

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

#### **Office for Schools**

##### **South/Weston Network**

##### **Farrer Primary School**

##### **Principal**

##### **School Leader A \$139,496 - \$167,497, Canberra (PN: 01765)**

Gazetted: 10 February 2016

Closing Date: 24 February 2016

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

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

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

Contact Officer: Wayne Prowse (02) 6205 7194 [wayne.prowse@act.gov.au](mailto:wayne.prowse@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**

##### **North/Gungahlin Network**

##### **North Ainslie Primary School**

##### **Principal**

##### **School Leader A \$139,496 - \$167,497, Canberra (PN: 01753)**

Gazetted: 10 February 2016

Closing Date: 24 February 2016

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

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

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

Contact Officer: Judy Hamilton (02) 6205 7194 [judith.hamilton@act.gov.au](mailto:judith.hamilton@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.

#### **Education Strategy**

## **Student Engagement**

### **Office of Director**

#### **Senior Implementation Manager**

##### **Senior Officer Grade A \$131,412, Canberra (PN: 36666)**

Gazetted: 05 February 2016

Closing Date: 12 February 2016

Details: The Senior Implementation Manager will be responsible for managing the Schools For All Program of projects and the Program Implementation Team in 2016. The position will be required to provide expert and strategic advice in a dynamic environment to the Directorate Executive team on issues relating to the recommendations made in the Expert Panel Report into Students with Complex Needs and Challenging Behaviour, released in November 2015.

Eligibility/Other Requirements: Demonstrated experience in Project and People Management in the Human Services/Education Sector. Formal qualifications in Project Management. Knowledge of ACT government legislation, policies and processes. Knowledge of contemporary education practices, including current approaches to supporting students with disability and complex needs. Prior to commencing in this role, a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* will be required. For further information on Working with Vulnerable People registration refer to -

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

Note: This is a temporary position available until 23 December 2016 with the possibility of extension.

Contact Officer: Jacinta Evans (02) 6205 7029 [jacinta.evans@act.gov.au](mailto:jacinta.evans@act.gov.au)

## **Office for Schools**

### **Tuggeranong Network**

#### **Wanniassa School - Junior Campus**

##### **Executive Teacher- Junior Campus**

##### **School Leader C \$109,084, Canberra (PN: 02241)**

Gazetted: 08 February 2016

Closing Date: 22 February 2016

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

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

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

Contact Officer: Shane Gorman (02) 6205 7566 [shane.gorman@ed.act.edu.au](mailto:shane.gorman@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.

## **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>**

### **Office of Director General**

#### **Internal Audit**

##### **Compliance Coordinator**

##### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 36663)**

Gazetted: 11 February 2016

Closing Date: 28 February 2016

Details: Internal Audit, Risk Management and Compliance Branch is looking for a dynamic individual with strong and effective verbal and written communication skills to fill the position of Compliance Coordinator. The successful applicant will also have a strong customer focus and the ability to work as part of a team.

Eligibility/Other Requirements: Essential: Minimum five years prior experience in a compliance role. Highly desirable: Qualification in (or study towards) a relevant field such as business management, commerce, compliance or risk management.

Notes: Expressions of interest are sought from potential candidates and must include a supporting statement outlining relevant experience and ability required in the selection criteria, contact details of at least two referees and current curriculum vitae. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application.

ACT Health is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

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

ACT Health is a smoke free environment, across all buildings, grounds and vehicles.

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

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits.

Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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 three hours away by road. For more information on our great city and your future, visit:

<http://www.canberrayourfuture.com.au/>

Contact Officer: Sarwan Kumar (02) 6207 5755 sarwan.kumar@act.gov.au

## **Office of Director General**

### **Ministerial and Government Services**

#### **Cabinet Liaison Officer**

#### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 29643)**

Gazetted: 11 February 2016

Closing Date: 18 February 2016

Details: ACT Health is seeking a Cabinet Liaison Officer who will be responsible for the management, coordination and development of comprehensive services for the Health Directorate's Cabinet and Legislative Assembly liaison functions. The successful applicant will provide strategic and timely advice to key stakeholders on Cabinet and Legislative Assembly business as well as relevant policy issues. This includes application of relevant guidelines in preparation of Assembly and Cabinet documentation. The successful applicant will be expected to work effectively in a busy environment with demonstrated ability to set priorities and manage a diverse range of duties. A comprehensive knowledge, or experience with ACT Legislative Assembly and Cabinet processes, machinery of Government matters and the operations of ACT Health would be an advantage.

Eligibility/Other Qualifications A knowledge and understanding of the Territory's Assembly, Cabinet and legislative frameworks and processes.

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.

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: Jackie Andersen (02) 6205 0829 jackie.andersen@act.gov.au

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

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

#### **Child, Youth and Children Health Programs**

#### **School Youth Health Nurse**

#### **Registered Nurse Level 2 \$84,393 - \$89,447, Canberra (PN: 17044)**

Gazetted: 11 February 2016

Closing Date: 25 February 2016

Details: Do you have a background in a primary health care area such as mental health, sexual health or drug and alcohol? Do you have experience as a Youth Health Nurse in another state or territory? The ACT School Youth Health Nurse (SYHN) program is looking for a Registered Nurse who has a broad clinical skill base and experience working in a community setting. This is a unique opportunity for you to utilise your diverse skills in this challenging but very rewarding role. The position is well supported by a Clinical Nurse Consultant and you will be part of a very friendly and experienced team.

Eligibility/Other Requirements: Registered with the Australian Health Practitioner Regulation Agency (AHPRA) or eligible for registration. Current driver's licence. Experience and/or qualifications in Youth Health, Mental Health and/or Adolescent Health are desirable.

Note: This is a full-time position Monday to Friday, 8:30am to 5:00pm. The SYHN works under Schedule 4 of the Nursing and Midwifery Enterprise Agreement 2013 -2017. This position has additional conditions when applying for purchased leave with the unique advantage of not requiring to work during school holidays. If you would like more information regarding this position we encourage you to phone the Contact Officer. 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.

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: Carolyn Thomas (02) 6205 1575 carolyn.thomas@act.gov.au

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

#### **Critical Care**

#### **Medical Imaging**

#### **Radiographer**

#### **Health Professional Level 2 \$59,085 - \$81,111, Canberra (PN: 30692, several)**

Gazetted: 11 February 2016

Closing Date: 25 February 2016

Details: The successful applicants will need to perform all aspects of general radiography while observing departmental protocols and radiation protection measures at all times. Participate in the more complex procedures with the approval and supervision of the Senior Health Professional Officer Level 5 in the area.

Eligibility/Other Requirements: Eligible for membership with the Australian Institute of Radiography. Mandatory registration with the ACT Medical Radiation Scientists Board, and possess a Radiation Licence from the ACT Health Protection Service.

Note: Participate in weekend, out of hours and on-call rosters. An order of merit will be formed from this selection process and will be utilised to fill any full-time/part-time, temporary positions (at level), which may occur within the following 12 months. Applicants must provide two written referee reports which address the selection criteria. Selection may be based on application and referee comments only and interviews may not be held. To complete your application you must prepare responses to the Selection Criteria and upload this as part of your application. ACT Health is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

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

ACT Health is a smoke free environment, across all buildings, grounds and vehicles.

ACT Government employees enjoy excellent employment conditions. More Information is available at:

<http://health.act.gov.au/employment/enterprise-agreements/>.

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits.

Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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 three hours away by road. For more information on our great city and your future, visit:

<http://www.canberrayourfuture.com.au/>

Contact Officer: Shane Robinson or Terry Rafferty (02) 6244 4362

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

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

#### **Adult Community and Older Persons Mental Health**

#### **Health Professional**

#### **Health Professional Level 2 \$59,085 - \$81,111, Canberra (PN: 13468)**

Gazetted: 11 February 2016

Closing Date: 18 February 2016

Details: Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) is a contemporary evidenced based service providing high quality mental health care that is guided by principles of recovery. The service aims to provide collaborative care involving consumers, their carers and other key services. The Adult Community Mental Health Teams provides clinical services for adults and operate from the five Community Health Centres in the ACT, with a strong focus on the provision of timely and effective interventions. The successful applicant will be required to work as members of a multidisciplinary team providing assessment and management of mental health consumers. The applicants will be highly motivated to engage in consultative and educative practices with families, carers and other agencies. The successful applicant will also be required to undertake professional development and clinical supervision, participate in quality initiatives, and contribute to multidisciplinary team processes. These positions are supported by a cohesive multidisciplinary team of Nurses, Psychologist, Occupational Therapist, Social Workers and Psychiatrists.

Eligibility/Other Requirements: Mandatory Qualifications: Social Work: Bachelor of Social Work and eligible for membership of the Australian Association of Social Work.

Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy and registered with AHPRA, eligible for professional membership of Occupational Therapy Australia.

Psychology: General Psychology registration with AHPRA.

Note: Please note this position will be temporarily based within Woden Mental Health and may be transferred to other areas of Adult Community Mental Health Services when the Adult Models of Care have been implemented.

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.

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: Kalvinder Bains (02) 6205 1448 [kalvinder.bains@act.gov.au](mailto:kalvinder.bains@act.gov.au)

## **Canberra Hospital and Health Services**

### **Medicine**

#### **Chronic Disease**

#### **Administrative Officer**

#### **Administrative Services Officer Class 3 \$57,417 - \$61,793, Canberra (PN: 10763)**

Gazetted: 11 February 2016

Closing Date: 18 February 2016

Details: Applications are sought to permanently fill a part-time Administrative Services Officer Class 3 position in the Obesity Management Service, Division of Medicine. This person will provide administrative support to the Service by assisting with the management of patient referrals, data entry and assisting the doctors and other clinicians in the service. The successful candidate will be able to effectively communicate with stakeholders and provide a friendly reception service.

Eligibility/Other Requirements: A background in health service administration is desirable including experience with ACT Health information systems (for example ACTPAS).

Notes: This is a permanent part-time position at 22:03 hours a week. Applicants are requested to address the Selection Criteria (maximum 2 pages) and include a current resume and the names of two referees. Please note hours for this position may be increased in the future if the need arises.

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

ACT Health is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

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

ACT Health is a smoke free environment, across all buildings, grounds and vehicles.

ACT Government employees enjoy excellent employment conditions. More Information is available at:

<http://health.act.gov.au/employment/enterprise-agreements/>.

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits.

Reimbursement of many relocation costs is available if you are successful and move to Canberra.

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 three hours away by road. For more information on our great city and your future, visit:

<http://www.canberrayourfuture.com.au/>

Contact Officer: Ana O'Rourke (02) 6205 5297 [ana.o'roure@act.gov.au](mailto:ana.o'roure@act.gov.au)



## **Canberra Hospital and Health Services**

### **Pathology**

#### **Anatomical Pathology**

#### **Medical Typist**

#### **Administrative Services Officer Class 3 \$57,417 - \$61,793, Canberra (PN: 27061)**

Gazetted: 11 February 2016

Closing Date: 18 February 2016

**Details:** The successful applicant will be part of a small team of administrative staff providing administrative assistance and secretarial services to the Anatomical Pathology Department.

**Notes:** This is a permanent full-time position. Part-time job share applicants may apply. Salary includes a medical typing allowance.

Applicants are asked to supply a maximum of two pages addressing the selection criteria and attach recent Curriculum Vitae.

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 is committed to building a culturally diverse workforce and an inclusive workplace. As part of this commitment we strongly encourage people from an Aboriginal or Torres Strait Islander background, or People with Disability, to apply for all positions.

ACT Health also offers attractive salary packaging arrangements. Many ACT Health positions are eligible for public hospital employee fringe benefits tax exemptions up to a tax-free threshold of \$9,095, and tax-free benefits cards including Meal Entertainment and Leisure Accommodation cards. Check with the Contact Officer to confirm the position's eligibility for these benefits.

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 three hours away by road. For more information on our great city and your future, visit:

<http://www.canberrayourfuture.com.au/>

Contact Officer: Narelle Brodie (02) 6244 2879 narelle.brodie@act.gov.au

## **Justice and Community Safety**

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

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

### **Legislation, Policy and Programs**

#### **Justice Planning and Safety Programs**

#### **Senior Policy Officer**

#### **Senior Officer Grade C \$96,073 - \$103,416, Canberra (PN: 42743)**

Gazetted: 08 February 2016

Closing Date: 15 February 2016

**Details:** Legislation, Policy and Programs is seeking a motivated Senior Policy Officer to join the Justice Planning and Safety Programs team at the Senior Officer Grade C level. The team is responsible for managing the ACT Policing Purchase Agreement and managing justice projects which 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; managing complex contract and procurement projects; and managing complex justice projects.

**Eligibility/Other Requirements:** Relevant tertiary qualifications or significant study towards gaining qualifications, or experience within a justice or community safety environment would be highly desirable.

**Note:** This is a temporary position available until 31 January 2017 with the possibility of extension. Selection may be based on application and referee reports only.

Contact Officer: Jennifer Bauer (02) 6205 3085 jennifer.bauer@act.gov.au

**ACT Corrective Services**

**Custodial Operations**

**Corrections Psychological and Support Services**

**Senior Clinician**

**Health Professional Level 3 \$83,445 - \$87,925 (up to \$92,287 on achieving a personal upgrade), Canberra (PN: 35023)**

Gazetted: 04 February 2016

Closing Date: 15 February 2016

Details: ACT Corrective Services, Canberra, is looking for a suitably qualified person with demonstrated Clinical experience, personal integrity, self-confidence and exceptional communication skills to become a Senior Clinician within a small but challenging unit. An interest in rehabilitation, the ability to operate effectively in a team, as well as having the capacity to deal with people from a wide range of cultures and backgrounds in a correctional environment, is essential. This position is based at the Alexander Maconochie Centre in Hume. The successful applicant will be employed as a Health Professional Officer (level 3) and will be a highly experienced Psychologist or Occupational Therapist who will join a psychology and support services team in a correctional facility. This role provides a range of assessment and treatment services to assist the team. The successful applicant will also be provided with an opportunity for supervision, on site mentoring and orientation. The successful applicant will be expected to promote positive client outcomes through the provision of high quality therapeutic, psychosocial services and rehabilitation promotion activities. They will provide individual or group service delivery and apply knowledge, skills, and professional judgement in the delivery of routine services. As a Senior Clinician you will be required to show strong leadership and management skills, as well as be able to provide supervision and support of junior Clinicians.

Eligibility/Other Requirements: Mandatory Qualifications: Tertiary qualifications in Psychology, Social work or Occupational Therapy. Current ACT registration where applicable and/or eligible for membership of the appropriate professional organisation, is required. All eligible applicants will be subject to a Police Record Check and will be required to maintain a current Working with Vulnerable People check. For further information on Working with Vulnerable People registration refer to -

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

Notes: The successful applicant will be required to be available for on-call arrangements and weekend/public holiday work hours, as per operational requirements. To apply, applicants are required to submit four items: (1) ACT Government Application Cover Sheet; (2) statement addressing the selection criteria (maximum of one A4 page per criteria); (3) a current resume; and (4) the names and contact details of two referees. Please ensure you submit all four items. Ideally, one of the referees should be a current supervisor.

Contact Officer: Ahu Kocak (02) 6207 7776 ahu.kocak@act.gov.au

**Office of the Legislative Assembly**

**Business Support**

**Senior Payroll Officer**

**Administrative Services Officer 6 \$76,337 - \$87,366, Canberra (PN: 414)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

The Office of the Legislative Assembly (OLA) is seeking an experienced public sector payroll professional to fill the key role of Senior Payroll Officer (ASO 6). OLA's Senior Payroll Officer plays a central role in supervising a team to process payroll ensuring accurate and timely payment of wages and salaries on a fortnightly basis and provides detailed payroll and policy advice in relation to complex calculations and compliance with legislative, governance and control frameworks. While this is currently a part time position (approximately 6 days per fortnight) with the primary focus and expertise being in the payroll function, there may be scope for suitably experienced applicants to negotiate longer working hours by being involved in a wide range of HR initiatives, projects and priorities.

Applicants should note that a major change to the Legislative Assembly will occur at the October 2016 election when the size of the Assembly will increase from the current 17 members to 25 members. The outcome of a structural review to support the larger Assembly is expected to provide opportunities for additional positions within the payroll and human resources team. Applicants should provide a written Expression of Interest of no

more than two pages, current Curriculum Vitae and contact details for two referees. Applicants should show evidence of their skills and experience with consideration for the duties of the role and selection criteria. Eligibility/Other Requirements: To be considered for this position you will be able to demonstrate payroll management experience ideally within the public service environment. In addition, you will have strong analytical skills, a highly developed attention to detail, the ability to communicate effectively with stakeholders and possess strong Microsoft excel skills.

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

Contact Officer: Emma Talbot (02) 6205 0150 emma.talbot@parliament.act.gov.au

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

## **Business Support**

### **Business Support and Payroll Officer**

#### **Administrative Services Officer 3 \$57,417 - \$61,793, Canberra (PN: 415)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

The Office of the Legislative Assembly (OLA) is expressions of interest from suitable candidates to fill in the role of Business Support and Payroll Officer (ASO 3) during period of maternity leave. As a member of the Business Support team, you will work under the guidance of the Manager, Human Resources and Workplace Management and the Senior Payroll Officer in providing timely, accurate and comprehensive payroll, human resource and business support services to Non-Executive Members, their staff, the Clerk and Office of the Legislative Assembly staff. Applicants should note that a major change to the Legislative Assembly will occur at the October 2016 election when the size of the Assembly will increase from the current 17 members to 25 members. The outcome of a structural review to support the larger Assembly is expected to provide opportunities for additional positions within the payroll and human resources team. Applicants should provide a written Expression of Interest of no more than two pages, current Curriculum Vitae and contact details for two referees. Applicants should show evidence of their skills and experience with consideration for the duties of the role and selection criteria.

Eligibility/Other Requirements: To be considered for this position you will have strong attention to detail with the ability to work to tight deadlines and within a small customer focused team environment. You will ideally have experience in payroll and/or human resource functions as well as having experience in using Microsoft Office applications.

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

Contact Officer: Emma Talbot (02) 6205 0150 emma.talbot@parliament.act.gov.au

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

## **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)**

### **Infrastructure Roads and Public Transport**

#### **Roads ACT**

#### **Traffic Management and Safety**

#### **Traffic Safety Engineer**

#### **Infrastructure Officer 2 \$76,428 - \$87,930, Canberra (PN: 27274)**

Gazetted: 05 February 2016

Closing Date: 19 February 2016

Details: Roads ACT is responsible for the management, operation and maintenance of ACT roads, bridges, footpaths, traffic lights, street lighting and the stormwater infrastructure assets. Traffic Management and Safety, a section of Roads ACT seeks a Traffic Safety Engineer to join the team. The successful applicant will have a sound working knowledge of traffic management, network management and road safety principles, standards and best practice to apply in program delivery and management of the road network. 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.

Eligibility/Other Requirements: An Engineering Degree, membership of a professional institution and relevant experience.

Contact Officer: Pawel Potapowicz (02) 6205 0946 pawel.potapowicz@act.gov.au

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

### **Parks and Territory Services**

#### **Parks and Conservation Service**

#### **National Parks and Catchments**

#### **Visitor Experience Manager**

#### **Administrative Services Officer Class 6 \$76,337 - \$87,366, Canberra (PN: 09878)**

Gazetted: 05 February 2016

Closing Date: 18 February 2016

Details: ACT Parks and Conservation Service is seeking a highly motivated and enthusiastic candidate to fill the position of Visitor Experience Manager. The successful candidate will have a strong focus on digital visitor engagement through relevant social media platforms coupled with relevant skills and experience. As the Visitor Experience Manager you will oversee the management of both Tidbinbilla and Namadgi nature based visitor information centres along with associated administration functions for the Region. The occupant of the position will require exceptional leadership and high order interpersonal communication skills. The position is based at Tidbinbilla Nature Reserve and is highly outcome focused; ensuring enhanced visitor experiences are gained with business outcomes achieved.

Eligibility/Other Requirements: Current driver's licence; preparedness to wear a uniform; willingness to undertake incident management training and duties, including participation in fire standby, fire suppression and fire training.

Notes: This is a temporary position available for a period of 12 months with the possibility of an extension and or permanency. A Register of Employment will be generated from this process.

Contact Officer: Brett McNamara (02) 6207 2904 brett.mcnamara@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.

## **APPOINTMENTS**

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

#### **Graduate Administrative Assistant \$63,744 - \$65,699**

Lawrence Wigg Brodie 846-92365, Section 68(1), 8 February 2016

#### **Graduate Administrative Assistant \$63,744 - \$65,699**

Shian Leonard Edward Buultjens 846-92189, Section 68(1), 8 February 2016

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

Lisabeth Carney 835-98561, Section 68(1), 11 February 2016

#### **Graduate Administrative Assistant \$63,744 - \$65,699**

Jestin Chackala Tom 846-92082, Section 68(1), 8 February 2016

#### **Graduate Administrative Assistant \$63,744 - \$65,699**

Rebecca Michele Clark 846-93341, Section 68(1), 8 February 2016

#### **Administrative Services Officer Class 5 \$70,844 - \$74,989**

Jenny Copeland 846-97916, Section 68(1), 8 February 2016

#### **Graduate Administrative Assistant \$63,744 - \$65,699**

Sandra Elhelw 846-92349, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Akinyemi Emmanuel 846-92074, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Benjamin Evans 846-92293, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Louise Finch-Penninger 846-92197, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Stephen Kenneth Grinter 846-92111, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Kym Johnson 846-92357, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Daniel Hiu King Leung 846-92218, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Angharad Mary Lodwick 846-92015, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

William Oldmeadow 846-92330, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Kawes Piran 846-92541, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Jordan Popovic 846-92154, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Sunali Randhawa 846-92066, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Daniel John Savage 846-92306, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Joanna Carolyn Slater 846-92314, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Bryony Anne Jones Stokes 846-92373, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Wei Wang 846-92146, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Don Shane Wickramasinghe 846-92277, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Chy Vi Yeak 846-92322, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Callum Patrick Miles Lazell Stringer 846-92226, Section 68(1), 8 February 2016

**Community Services**

**Graduate Administrative Assistant \$63,744 - \$65,699**

Erin-Claire Barrow 846-92402, Section 68(1), 8 February 2016

**Health Professional Level 4 \$96,073 - \$103,416**

Leanne Broad 844-80792, Section 68(1), 3 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Stephanie Cairney 846-87371, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Brendan Lance Coleman 846-91872, Section 68(1), 8 February 2016

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

Frieda Koenig 847-05648, Section 68(1), 4 February 2016

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

Laura Lamerton 847-05656, Section 68(1), 4 February 2016

**Youth Worker 1 \$57,417 - \$61,793**

Jason Leitao 844-74974, Section 68(1), 11 February 2016

Note: This permanent appointment to a non-advertised position has been made under Section 53 of the Public Sector Management Standards 2006.

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

Raluca Matei 847-05621, Section 68(1), 4 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Linda Jessica Palmer 846-92381, Section 68(1), 8 February 2016

**Education and Training**

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

Brad Timothy-Graeme Barrett 846-98126, Section 68(1), 5 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Chase Fiori 846-92461, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Harley Sebastian Julian 846-92453, Section 68(1), 8 February 2016

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

Dandy Laing 844-82632, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Lejla Nikolas 846-92445, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Kristine Reyes 844-84355, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Bryanna Smith 846-92058, Section 68(1), 8 February 2016

**Environment and Planning**

**Graduate Administrative Assistant \$63,744 - \$65,699**

Kelly Dobson 846-92269, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Lachlan Geoffrey Duncan 846-92242, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Monique Valenti 846-92285, Section 68(1), 8 February 2016

**Health**

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

Htun Htun Naing, 838-21209, Section 68(1), 1 February 2016

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

Muhammad Choudhry, 847-10922, Section 68(1), 1 February 2016

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

Anne Allica 844- 32360, Section 68(1), 10 February 2016

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

Nicola Beesley 845-19837, Section 68(1), 11 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Adam Lindsay Brockway 846-92410, Section 68(1), 8 February 2016

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

Catherine Chapman 844-34198, Section 68(1), 11 February 2016

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

Katie Hackett 845-19896, Section 68(1), 11 February 2016

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

Julie Harisson 845-21240, Section 68(1), 11 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Hong He 846-92429, Section 68(1), 8 February 2016

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

Rebecca Lovell 845-20053, Section 68(1), 11 February 2016

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

Jessica McEwan 844-34972, Section 68(1), 11 February 2016

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

Angela Ritchie 850-43041, Section 68(1), 4 February 2016

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

Wendy Snape 842-90171, Section 68(1), 11 February 2016

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

Casey Watson 840-50223, Section 68(1), 11 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Tharumini Wijekoon Bandara Mudiyansele 846-97270, Section 68(1), 8 February 2016

**Justice and Community Safety**

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

Matthew Argent 846-97991, Section 68(1), 1 February 2016

**Senior Officer Grade B \$113,150 - \$127,379**

Cos Cameron 767-91638, Section 68(1), 11 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Lu Chen 846-92488, Section 68(1), 8 February 2016

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

Renee Economou 844-74958, Section 68(1), 1 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Stanislav Idowu 846-92138, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Matthew James 838-88761, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Susan Louise Lane 846-92031, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Michael Hugh Quincey O'Neill 846-92023, Section 68(1), 8 February 2016

**Territory and Municipal Services**

**Graduate Administrative Assistant \$63,744 - \$65,699**

Megan Eileen Baker 846-92170, Section 68(1), 8 February 2016

**Bus Operator - Training \$63,319**

Elwin Buursink 846-98695, Section 68(1), 6 February 2016

**Bus Operator - Training \$63,319**

Harry Chan-Tung 847-04266, Section 68(1), 6 February 2016

**Bus Operator - Training \$63,319**

Michael Cole 847-04346, Section 68(1), 6 February 2016

**Bus Operator - Training \$63,319**

Jacob Oreskovic 846-98652, Section 68(1), 6 February 2016

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

John Anthony Rolls 847-05330, Section 68(1), 7 March 2016

**Bus Operator - Training \$63,319**

Harwinder Singh 846-98708, Section 68(1), 6 February 2016

**Bus Operator - Training \$63,319**

Rachhpal Singh 846-98687, Section 68(1), 6 February 2016

**Administrative Services Officer Class 6 \$76,337 - \$87,366**

Erin Slinger 846-93675, Section 68(1), 9 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**



Adam John Sorensen 846-91901, Section 68(1), 8 February 2016

**Graduate Administrative Assistant \$63,744 - \$65,699**

Sushma Upreti 846-97211, Section 68(1), 8 February 2016

**Bus Operator - Training \$63,319**

Anthony Wadley 846-98660, Section 68(1), 6 February 2016

## TRANSFERS

### Justice and Community Safety

**David Alexander Witham: 784-33842**

From: Administrative Services Officer Class 6 \$87,366

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 43036) (Gazetted 1 October 2015)

## PROMOTIONS

### Capital Metro

#### **Corporate Governance and Communications**

##### **Governance and Business Solutions**

**Lauren Cunningham: 827-35149**

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

Chief Minister, Treasury and Economic Development

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Capital Metro, Canberra (PN. 32234) (Gazetted 23 November 2015)

### Chief Minister, Treasury and Economic Development

#### **Economic and Financial Group**

##### **Economic and Financial Analysis**

##### **Economic and Policy Regulation**

**Margaret A Lee: 836-1232**

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

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade A \$131,412

Chief Minister, Treasury and Economic Development, Canberra (PN. 32133) (Gazetted 9 October 2015)

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

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

##### **Innovation**

**Ellis Maher: 760-7494**

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

Chief Minister, Treasury and Economic Development

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

Chief Minister, Treasury and Economic Development, Canberra (PN. 34431) (Gazetted 7 December 2015)

#### **Economics and Financial Group**

##### **Federal Financial Relations**

**Douglas Edward Miller: 820-85385**

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

Chief Minister, Treasury and Economic Development

To: †Senior Officer Grade A \$131,412

Chief Minister, Treasury and Economic Development, Canberra (PN. 36320) (Gazetted 4 January 2016)

**Revenue Management**

**Taxation Legislation, Review and Litigation**

**Victoria Martha Pullen: 820-90870**

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

Chief Minister, Treasury and Economic Development Directorate

To: †Senior Officer Grade A \$131,412

Chief Minister, Treasury and Economic Development, Canberra (PN. 42004) (Gazetted 10 December 2015)

**Education and Training**

**Deputy Director-General**

**Governance and Assurance**

**Ministerial and Commonwealth Relations**

**Janet Abbott: 821-20398**

From: School Assistant 2 \$43,090 - \$47,584

Education and Training

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

Education and Training, Canberra (PN. 10022) (Gazetted 11 December 2015)

**Deputy Director-General**

**Governance and Assurance**

**Ministerial and Commonwealth Relations**

**Guenivere Marshall: 827-29208**

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

Chief Minister, Treasury and Economic Development

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

Education and Training, Canberra (PN. 00141) (Gazetted 11 December 2015)

**Deputy Director-General**

**Office for Schools**

**Office for Schools Support**

**Dominique McKinnon: 836-02962**

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

Education and Training

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

Education and Training, Canberra (PN. 00228) (Gazetted 11 December 2015)

**Deputy Director-General**

**Office for Schools**

**Office for Schools Support**

**Eleanor Stewart: 821-25447**

From: School Assistant 2 \$43,090 - \$47,584

Education and Training

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

Education and Training, Canberra (PN. 34440) (Gazetted 11 December 2015)

**Health**

**Health Service Planning**

**Lisa Alleva: 827-41901**

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

Health

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

Health, Canberra (PN. 15166) (Gazetted 10 December 2015)

**Canberra Hospital and Health Services**

**Executive Director of Medical Services**

**Marcia Jane Beere: 839-25163**

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

Health

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

Health, Canberra (PN. 23763) (Gazetted 17 December 2015)

**Canberra Hospital and Health Services**

**Jody Berry: 827-38104**

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

Health

To: Registered Nurse Level 2 \$84,393 - \$89,447

Health, Canberra (PN. 23934) (Gazetted 3 December 2015)

**Canberra Hospital and Health Services**

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

**ACT Wide Mental Health Services**

**Kate Fenton: 840-49257**

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. 30456) (Gazetted 12 November 2015)

**Canberra Hospital and Health Services**

**Rehabilitation, Aged and Community Care**

**Community Care Program**

**Cheryl Jannaway: 820-78687**

From: Registered Nurse Level 2 \$84,393 - \$89,447

Health

To: †Registered Nurse Level 3.1 \$96,756 - \$100,737

Health, Canberra (PN. 28119) (Gazetted 12 November 2015)

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

**Meenu Rana: 834-45178**

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

Health

To: Registered Nurse Level 2 \$84,393 - \$89,447

Health, Canberra (PN. 15045) (Gazetted 3 December 2015)

**Canberra Hospital and Health Services**

**Medicine**

**ACT Diabetes Service**

**Elaine Slater: 607-96493**

From: Registered Nurse Level 2 \$84,393 - \$89,447

Health

To: †Registered Nurse Level 3.1 \$96,756 - \$100,737

Health, Canberra (PN. 31654) (Gazetted 17 December 2015)

**Justice and Community Safety**

**Emergency Services**

**Fire Brigade**

**Operations**

**Ross Kennedy: 333-69330**

From: FB6 (Station Officer) \$97,568

Justice and Community Safety

To: †FB7 (Commander) \$116,226

Justice and Community Safety, Canberra (PN. 43803)

**Emergency Services Agency**

**Fire Brigade**

**Operational Support**

**Paul Owens: 754-05766**

From: FB5 (Senior Fire Fighter) \$85,916

Justice and Community Safety

To: †FB6 (Station Officer) \$97,568

Justice and Community Safety, Canberra (PN. 43826)

**Emergency Services Agency**

**Fire Brigade**

**Operational Support**

**Craig Perks: 754-05483**

From: FB5 (Senior Fire Fighter) \$85,916

Justice and Community Safety

To: †FB6 (Station Officer) \$97,568

Justice and Community Safety, Canberra (PN. 48087)

**CORRIGENDA**

**Education and Training**

**Organisation Integrity**

**Planning and Performance**

**Planning and Reporting**

**Melissa Crennan: 844-82499**

From: Graduate Administrative Assistant \$63,744 - \$65,699

Education and Training

To: Administrative Services Officer Class 5 \$70,844 - \$74,989

Education and Training, Canberra (PN. 36530)

Level to be promoted to was incorrectly notified in the gazette on 4 February 2016. This offer has been promoted to the Administrative Services Officer Class 5 classification