



ACT Government Gazette

Gazetted Notices for the week beginning 04 May 2017

VACANCIES

Calvary Health Care ACT (Public)

Clinical Performance

Data Manager

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

Gazetted: 11 May 2017

Closing Date: 12 May 2017

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Contact Officer: David Morley (02) 6264 7252 David.Morley@calvary-act.com.au

Reference Number: 14952

Applications can be forwarded to: <https://calvary.mercury.com.au>

Pharmacy

Pharmacist -Graduate

Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: TBA)

Gazetted: 11 May 2017

Closing Date: 9 May 2017

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Contact Officer: Megan Arnold (02) 6201 6266 megan.arnold@calvary-act.com.au

Reference Number: 14882

Applications can be forwarded to: <https://calvary.mercury.com.au>

Occupational Therapy

Occupational Therapy Assistant

Allied Health Assistant 2 \$50,040 - \$57,369 (PN:TBA)

Gazette: 11 May 2017

Closing Date: 16 May 2017

Full position details can be seen on Calvary Public Hospital Bruce's website, <https://calvary.mercury.com.au>

Contact Officer: Michael Malcomess

Reference Number:14883

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

CIT Trades Skills and Vocational Learning

CIT Culinary

Culinary Teacher

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 51155)

Gazetted: 09 May 2017

Closing Date: 23 May 2017

Details: Under general direction of the Manager Education Level 1, a Teacher Level 1 will teach as required up to the number of hours prescribed in the relevant industrial award. Deliver educational programs to provide students the opportunity to achieve the required training outcomes, this could be through mentoring, facilitating student support and the development of customised learning pathways. Application of CIT quality training and assessment systems encompassing the application of subject mapping, program review and improvement (PRI), moderation, industry validation and the development of assessment tools, subject guides and teacher guides. Administer the operational requirements of the Apprenticeship System, User Choice, CRICOS and ASQA to ensure contractual obligations of the Registered Training Organisation are met in terms of negotiated and completed training plan,

enrolment, delivery, assessment and reporting of progress levels to employers and funding agencies. Maintain complete and accurate records of student activity and performance. Maintain and update student progress and other details on the Institutes Student Information Management System. You will also contribute to organisational cultural traits through the promotion and modelling of CIT Values of Respect, Integrity, Collaboration and Innovation. 'CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal and Torres Strait Islander peoples and/or people with a disability'.

Note: This position is for temporary filling for a period of two (2) years with the possibility of extension up to but not exceeding five (5) years.

Eligibility/Other Requirements: New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and At commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015 Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or its successor). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning and Development (or its successor). Industry Experience 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 Industry competencies demonstrated by the following qualifications: Certificate III Commercial Cookery.

Contact Officer: Tony Mudge (02) 6207 3228 tony.mudge@cit.edu.au

CIT Trades Skills and Vocational Learning

CIT Culinary

Culinary Teacher

Teacher Level 1 \$70,519 - \$94,094, Canberra (PN: 51136)

Gazetted: 05 May 2017

Closing Date: 22 May 2017

Details: Under general direction of the Manager Education Level 1, a Teacher Level 1 will teach as required up to the number of hours prescribed in the relevant industrial award. Deliver educational programs to provide students the opportunity to achieve the required training outcomes, this could be through mentoring, facilitating student support and the development of customised learning pathways. Application of CIT quality training and assessment systems encompassing the application of subject mapping, program review and improvement (PRI), moderation, industry validation and the development of assessment tools, subject guides and teacher guides. Administer the operational requirements of the Apprenticeship System, User Choice, CRICOS and ASQA to ensure contractual obligations of the Registered Training Organisation as appropriate. You will also contribute to organisational cultural traits through the promotion and modelling of CIT Values of Respect, Integrity, Collaboration and Innovation. 'CIT is committed to building an inclusive workplace through a culturally diverse workforce. As part of this commitment we strongly encourage and welcome applications from Aboriginal and Torres Strait Islander peoples and/or people with a disability'.

Eligibility/Other Requirements: New Teacher Level 1.1 to Teacher Level 1.6 must hold or complete a Certificate IV Training and Assessment, TAE40110 qualification or its successor, within the first twelve (12) months of commencement of employment; and At commencement are required to hold a minimum of an Enterprise Skill Set as described in Clause 118 of the Standards for RTOs 2015 Teacher Level 1.7 must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and a Diploma of Vocational Education and Training (or its successor). Teacher Level 1.8 and above must hold a full Training and Assessment Certificate IV level qualification (such as a TAE40110 or its successor) and an Advanced Diploma in Adult Learning & Development (or its successor). Industry Experience 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 Industry competencies demonstrated by the following qualifications: Certificate IV Commercial Cookery, Diploma of Hospitality Management, equivalent competencies to enable delivery at the CERT IV and Diploma level, and or like qualification.

Note: This position is temporary for a period of two (2) years with the possibility of extension up to but not exceeding 5 years. This position is being offered as a part-time role at 29:24 hours per week. The advertised salary will be paid pro-rata for part-time hours.

Contact Officer: Tony Mudge (02) 6207 3228 Tony.mudge@cit.edu.au

Chief Minister, Treasury and Economic Development

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

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

Revenue Management

Compliance

Data Modeller

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 38518)

Gazetted: 04 May 2017

Closing Date: 18 May 2017

Details: The Compliance section monitors the integrity, fairness and effectiveness of the ACT's taxation system and plays a key role in the enforcement of the ACT's revenue laws and in the protection of public revenue. We are looking for a talented, capable and driven individual to play a key role to assist in transforming our approach to compliance as we leverage the enhanced analytics and data matching capability being delivered by our new Business Intelligence team. To be a strong contender for this role you will have a forensic mindset, be resilient and adept at analysing data to resolve complex issues.

Note: This is a temporary position available from 1 June 2018 until 1 June 2018 with the possibility of extension.

Selection may be based on written application and referee reports only. Applicants are advised that their responses to the selection criteria should not exceed one page per criteria, contact details of at least two referees are to be provided and a current resume.

Contact Officer: Rino Ciaccia (02) 6207 5974 rino.ciaccia@act.gov.au

Procurement and Capital Works

Health Infrastructure Branch

Project Officer, Infrastructure Procurement

Infrastructure Officer 2 \$79,919 - \$91,947, Canberra (PN: 33779, several)

Gazetted: 09 May 2017

Closing Date: 25 May 2017

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

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

Note: These are temporary positions available for up to five years with the possibility of permanency.

Contact Officer: Ben Donaldson (02) 6205 7270 ben.donaldson@act.gov.au

Access Canberra

Projects, Governance and Support

Access Canberra Support

Assistant Office Manager

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 04999)

Gazetted: 10 May 2017

Closing Date: 17 May 2017

Details: Access Canberra are seeking an enthusiastic person to fill a temporary vacancy of Assistant Office Manager. The successful applicant would need to be motivated, proactive and excited to work in an agile and flexible work environment with a focus on delivering high level customer service.

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

Note: This is a temporary position available for six months with the possibility of extension. Please limit written responses to the selection criteria to one to two pages. Selection may be based on application and referee reports only.

Contact Officer: Amanda Sibree (02) 6205 0333 amanda.sibree@act.gov.au

Sales, Marketing and Property Management

Venues Canberra

National Arboretum Canberra

Irrigation Field Officer

General Service Officer Level 5/6 \$52,198 - \$57,445, Canberra (PN: 37723)

Gazetted: 05 May 2017

Closing Date: 23 May 2017

Details: The Arboretum is seeking a highly skilled field officer with demonstrated experience in the delivery of irrigation maintenance to tree plantings, soft plantings and high profile turf. The position requires a high level of competence in the on-going maintenance of irrigation components comprising, but not limited to, pumps, solenoids, filters and valves. The position requires the person to work independently and under limited supervision, have good time management and relies on sound judgement. The position is located at the National Arboretum Canberra and will report to the Senior Horticulturist.

Eligibility/Other Requirements: A current driver's licence. The successful applicant will be required to work as part of a larger and diverse team of horticultural field staff and experience in horticultural maintenance and tasks is desirable. Current First Aid Certificate, OHS White Card and a Licence or Ticket to operate Plant or Equipment is desirable.

Note: This is a temporary position available for a period of 12 months with the possibility of permanency. An order of merit may be established from this recruitment process to fill future vacancies at level which may arise over the next 12 months. A short written application of no more than two pages must address the selection criteria and two nominated referees are required.

Contact Officer: Paul Cairns (02) 6205 3906 paul.cairns@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.

Sales, Marketing and Property Management

Venues ACT

National Arboretum

Horticultural Field Officer

General Service Officer Level 3/4 \$47,087 - \$51,420, Canberra (PN: 38123, several)

Gazetted: 05 May 2017

Closing Date: 19 May 2017

Details: The Arboretum is seeking two Horticultural Field Officers with demonstrated experience in horticultural maintenance and/or arboriculture. The successful applicants will undertake a range of activities and tasks associated with use of moving plant and equipment (P&E), as well as the use of manual hand tools. The positions require the officers to work under the supervision of a Senior Horticulturist and/or a Horticultural Leading Hand. Team work and experience working to a works program is highly desirable. The officers will also be required to work closely with Friends and Volunteers of the National Arboretum Canberra.

Note: There are two temporary positions available for an initial period of six months. A short written application of no more than two pages must address the selection criteria and two referees must be nominated. An order of merit may be established from this recruitment process to fill future permanent vacancies at level which may arise over the next 12 months.

Contact Officer: Paul Cairns (02) 6205 3906 paul.cairns@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.

Sales, Marketing and Property Management

Venues ACT

National Arboretum

Horticultural Field Officer

General Service Officer Level 3/4 \$47,087 - \$51,420, Canberra (PN: 38134, several)

Gazetted: 10 May 2017

Closing Date: 24 May 2017

Details: The National Arboretum Canberra (NAC) is seeking two Horticultural Field Officers with demonstrated experience in horticultural maintenance and/or arboriculture. The successful applicants will undertake a range of activities and tasks associated with the use of moving plant and equipment (P&E), as well as the use of manual hand tools. The positions require the officers to work under the supervision of a Senior Horticulturalist and/or a Horticultural Leading Hand. Team work and experience working to a works program is highly desirable. The officers will also be required to work closely with Friends and Volunteers of the National Arboretum Canberra.

Note: These positions are temporary with immediate start for a period of six months with the possibility of extension and/or permanency from this process. This process may be used to fill identical positions which may occur over the next 12 months. To apply, a written application of no more than two pages addressing the selection criteria, a current curriculum vitae and details of two referees must be provided.

Contact Officer: Paul Cairns (02) 6205 3906 paul.cairns@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

Shared Services ICT

Business Application Management

Senior Integration Support Officer

Senior Information Technology Officer Grade C \$100,462 - \$108,140, Canberra (PN: 37710)

Gazetted: 10 May 2017

Closing Date: 24 May 2017

This role requires a technical specialist with knowledge to support the Health applications and associated systems. Particular emphasis on Health's integration engine, HL7, XML, CDA standards and the secure messaging infrastructure and other related systems.

Eligibility/Other Requirements: The possession of, or the ability to attain a baseline security clearance is a requirement. This position will be required to participate in an out-of-hours on-call roster. Educational and professional qualifications checks may be undertaken prior to employment. Knowledge of Health applications such as Patient Administration, Medical Record and Clinical Systems and databases would be highly advantageous. Awareness or knowledge of Orion suite of products, integration concepts and integration standards such as HL7, would be highly advantageous. Qualifications in ITIL or experience working in an ITIL environment would be an advantage but not essential.

Note: This position is being readvertised and previous applicants will be considered and need not reapply.

Selection may be based on application and referee reports only.

Contact Officer: Michael Cowey (02) 6205 6927 michael.cowey@act.gov.au

Cultural Facilities Corporation

Historic Places

Casual Museum Guide and Education Presenter

Administrative Services Officer Class 2 \$52,991 - \$58,513, Canberra (PN: Several)

Gazetted: 09 May 2017

Closing Date: 23 May 2017

We are seeking enthusiastic, passionate and experienced individuals to work as Museum Guides and Education Presenters at our Historic Places: Calthorpes' House, Lanyon Homestead and Mugga Mugga Cottage. The role involves both weekday and weekend shifts. Duties include providing engaging tours to a range of audiences, including school and special interest groups. The successful occupant(s) will have excellent communication and time management skills and the ability to maintain a strong customer focus.

Note: Several positions are available and involve extensive walking and manual tasks, including lifting and bending, as well as some out-of-hours work. Applicants must be available a minimum of four days per week, including Tuesdays, Thursdays, weekends and must be prepared to work evenings for special events. Casual contracts will be paid at \$34.54 per hour including casual loading.

Note: Applicants need to submit a written statement addressing the selection criteria.

Contact Officer: Cally Earnshaw (02) 6237 6502 cally.earnshaw@act.gov.au

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

Education

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

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

School Performance and Improvement

South/Weston Network

Malkara School

Deputy Principal

School Leader B \$132,814, Canberra (PN: 04055)

Gazetted: 09 May 2017

Closing Date: 23 May 2017

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

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 full teaching registration with the ACT Teacher Quality Institute (or eligibility for teacher registration with the ACT Teacher Quality Institute). 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

Contact Officer: Allison Chapman (02) 6142 0266 allison.chapman@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

Alfred Deakin High School

Business and Facilities Manager

Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 38545)

Gazetted: 05 May 2017

Closing Date: 19 May 2017

Details: Alfred Deakin High School is seeking a passionate, motivated and highly experienced individual to fill the position of Business and Facilities Manager. The successful candidate will manage the business aspects of a dynamic educational environment with high level responsibility for Human Resource, Finance, Risk and Directorate Compliance management. High level knowledge and skills in management, and systems design and implementation is essential, along with communication skills to ensure outstanding service delivery. The Business Manager is required to work in partnership with the Principal to ensure the needs of the school community are met, and system requirements are fulfilled. The successful applicant will engage as a member of the executive team. Further duties include developing policies and procedures relating to facilities management, preparation of budgets, expenditure reviews, and financial returns. The Business Manager has responsibility for supervising and developing administrative and education support officers. Applicants are strongly encouraged to contact the Contact Officer for further information regarding the position.

Eligibility/Other Requirements: The 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: http://www.worksafe.act.gov.au/health_safety; 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* is required. For further information on Working with Vulnerable People registration refer to https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804.
Contact Officer: Belinda Bartlett (02) 614 23888 belinda.bartlett@ed.act.edu.au

Office for Schools
Belconnen Network
Florey Primary School
Community Coordinator
Senior Officer Grade C \$100,462 - \$108,140, Canberra (PN: 37021)

Gazetted: 09 May 2017

Closing Date: 23 May 2017

Details: Florey Primary School is seeking a Community Coordinator who is able to provide strategic and analytical support to our staff, students and families collaboratively with the Student Wellbeing Team. The successful applicant will work closely with students and families who are experiencing difficulty connecting to school and engaging with education, including facilitating appropriate courses. They will build community relationships and work collaboratively with external agencies to provide support to children and their families.

Eligibility/Other Requirements: Mandatory Requirement: 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 https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804. Highly Desirable: Minimum of four years full time (or equivalent) tertiary study leading to the award of a recognised qualification including social work, community development, health and or education. Experience working with families as part of a multidisciplinary team.

Contact Officer: Felicity Bruce (02) 6205 8011 felicity.bruce@ed.act.edu.au

Deputy Director-General
Digital Strategy, Services and Transformation
Digital Transformation
Assistant Project Officer
Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 38034)

Gazetted: 09 May 2017

Closing Date: 16 May 2017

Details: The person in this position performs an assistant role in the analysis, progress, documentation and implementation of projects related to supporting effective ICT use in teaching and learning. The person also provides assistance to the Chief Information Officer and senior management by developing policy and procedures that shape the way learning and teaching use ICT. You will need to be self-motivated, adaptable and have effective communication skills. You will have good work management and organisational skills including the ability to effectively manage your own workload, work independently and as part of a team, to deliver high quality service.

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

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

Office for Schools
Tuggeranong Network
Caroline Chisholm School
Classroom Teacher-English-Caroline Chisholm School
Classroom Teacher \$62,521 - \$98,834, Canberra (PN: 34819)

Gazetted: 10 May 2017

Closing Date: 24 May 2017

Details: Caroline Chisholm School is a dual campus P-10 School and operates a middle years and senior years structure on the senior campus. We are seeking a highly motivated and dynamic English Teacher to join our vibrant team. Willingness to teach SOSE is also 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. Prior to commencing this role, a current full teaching registration with the ACT Teacher Quality Institute (TQI) (or eligibility for teacher registration with the ACT TQI) and a current registration issued under the *Working with Vulnerable People (Background Checking) Act 2011* is required. For further information on Working with Vulnerable People registration refer to - https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804

Note: This is a temporary vacancy available from 17 July 2017 until 26 January 2018 with the possibility of extension.

Contact Officer: Kris Willis (02) 6142 3550 kris.willis@ed.act.edu.au

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

Environment, Planning and Sustainable Development

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

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

Strategic Planning

ACT Heritage

Conservation Officer (Registrations)

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 04297)

Gazetted: 08 May 2017

Closing Date: 23 May 2017

Details: The Strategic Planning Division is looking for a suitably qualified and experienced Conservation Officer to assist in the assessment of nominations to the ACT Heritage Register and provide secretariat services to the ACT Heritage Council. The ACT Heritage Register includes natural, Aboriginal and historic heritage places and objects. The position would suit a professional with strong experience in and knowledge of heritage assessment, conservation and management principles, and their application in a statutory context. Strong project management and representation skills are required, as are excellent time management and communication skills. The successful applicant will be able to demonstrate abilities to work as part of a team and independently.

Eligibility/Other Requirements: Relevant experience or qualifications in Cultural Heritage Management, Heritage Architecture and/or Archaeology are highly desirable.

Note: This is a temporary position available until 1 June 2018. This position is part-time at 22:03 per week and the salary noted above will be paid pro rata for part-time hours.

Contact Officer: Fiona Moore (02) 6205 9974 fionaf.moore@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

Mental Health, Justice Health, Alcohol and Drug Services

Business Support Mental Health

Chief Psychiatrist

Senior Specialist \$222,205, Canberra (PN:25809)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Overview of the work area and position: The position will be accountable and report to the Executive Director - Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) through a Performance Agreement Plan. In keeping with the value of collaboration, the position will operate in partnership with other members of the executive of the Division. MHJHADS aims to be socially inclusive and operate within a recovery-focussed and/or harm minimisation approach. The position holder is expected to operate within the *Public Sector Management Act (1994)*, the ACT Public Service Code of Conduct and the professional requirements specified by the appointee's Specialist College. The position holder will fulfil the statutory role as Chief Psychiatrist under the *Mental Health Act (2015)* and as such will have accountability to the Minister for Health. The Chief Psychiatrist and the Executive Director will work in collaboration to ensure high quality outcomes for all of the people who use the services provided by the Division. The role of the Chief Psychiatrist is to safeguard the rights of individuals, improve service delivery, administer the functions under the Act and monitor standards and services. In conjunction with Clinical Directors, the appointee will be expected to provide a high level of clinical leadership across all disciplines, ensuring strong medical engagement within MHJHADS. The appointee will be expected to represent the Division and ACT Health both internally and externally in a range of strategic and planning forums. Currently it is expected that approximately 50% of the Chief Psychiatrist time will be allocated to the statutory role and functions of the Chief Psychiatrist, 25% will provide oversight as the senior doctors for MHJHADS and 25% will be providing direct clinical care. Salary, Remuneration and Conditions: Senior Specialist: \$222,205 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 9.5%-10.5% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, \$356,505

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 and evidence of satisfactory participation on the RANZCP continuing professional development program. Extensive experience in the leadership and management of diverse teams working in a mental health services environment. Desirable: Knowledge of the *Mental Health Act 2015* and other related legislation. Experience training postgraduates and clinical supervisory skills. Current driver's licence. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Contact Officer: Katrina Bracher, Executive Director Mental Health, Justice Health, Alcohol and Drug Services (02) 6205 1313 katrina.bracher@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, Level 4, 4 Bowes Street PHILLIP ACT 2605

Canberra Hospital and Health Services

Medicine

Infectious Diseases

Infectious Diseases

Staff Specialist Band 1-5 \$164,470 - \$202,960, Canberra (PN:38379)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Overview of the work area and position: Applicants should have had training and experience in Infectious Diseases. The successful applicant will work in a multidisciplinary clinical environment with a team of nursing and medical staff, including Advanced Trainees in Infectious Diseases. The successful applicant will be expected to take a role in teaching and assessment within the Australian National University (ANU) Medical School and will be involved in education and training of medical students and junior medical staff. Participation in the on-call and weekend arrangements for the Infectious Diseases Unit roster is expected. Calvary Public Hospital Bruce is located in the northern suburbs of Canberra, spread over two campuses. The Bruce campus offers acute and sub-acute services, while the Barton campus is home to the Clare Holland House Hospice, the 19 bed inpatient unit, a Specialist Community Palliative Care Service and the Calvary Centre for Palliative Care Research. The Calvary model of care sees multidisciplinary teams work collaboratively to provide a high quality of patient care to the 256 bed hospital and associated community and ambulatory care services. Canberra Hospital is a tertiary referral teaching hospital for the Australian Capital Territory and surrounding NSW region, serving a population of about half a million. It is a modern 600-bed hospital providing most major medical and surgical sub-specialty services. Canberra Hospital and Health Services is the hub for continuing medical education, quality assurance, teaching and research within the

ACT and southern NSW regions. It is the major teaching hospital of ANU Medical School and has a well-developed postgraduate teaching program and a state-of-the-art medical library. There are excellent opportunities for collaborative research. Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$164,470 - \$202,960

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 9.5%-10.5% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, ranges from \$268,729 - \$327,246.

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 Physicians (FRACP) in Infectious Diseases. Please note prior to commencement successful candidates will be required to: o Undergo a pre-employment Police check.

Contact Officer: Nicholas Coatsworth, Director, Department of Infectious Diseases (02) 6244 2105

nicholas.coatsworth@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, Level 4, 4 Bowes Street PHILLIP ACT 2605

Population Health

Office Chief Health Officer

Chief Health Officer Office

Specialist 1-5 - Public Health Physician

Staff Specialist Band 1-5 \$164,470 - \$202,960, Canberra (PN:33670)

Gazetted: 11 May 2017

Closing Date: 8 June 2017

Overview of the work area and position: The Office of the Chief Health Officer (OCHO) is responsible for providing public health advice - both internally and external to the Division - as well as undertaking high-level project and policy work on behalf of the CHO. Key policy priority areas for the OCHO include obesity and injury prevention and reduction; medicinal cannabis; loose-fill asbestos; organ and tissue donation; gene technology and the health effects of climate change. Under the direction of the Deputy Chief Health Officer, the successful applicant will work with Divisional Officers to address a wide range of public health issues within the ACT and via representation on national committees. These include (but are not limited to) chronic disease prevention; environmental health and food safety; regulation of medicines and therapeutic goods, communicable disease control; epidemiology relating to the health of the ACT population; health promotion, and policy development relating to a wide range of issues including sexually transmitted infections, Hepatitis B and C and HIV/AIDS. This position requires participation in an after-hours roster.

Salary, Remuneration and Conditions: Staff Specialist Bands 1-5: \$164,470 - \$202,960. 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 9.5%-10.5% depending on individual arrangements, is payable on this salary component. Indicative total remuneration, inclusive of applicable allowances, and assuming 9.5% superannuation, ranges from \$268,729 - \$327,246.

Eligibility/Other Requirements: Mandatory: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner Regulation Agency. Fellowship of the Australasian Faculty of Public Health Medicine or of the Royal Australasian College of Medical Administrators. Current driver's licence. Desirable: Familiarity with modern computer systems including office software will be highly desirable. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check.

Contact Officer: Dr Andrew Pengilley (02) 6207 0291 andrew.pengilley@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, Level 4, 4 Bowes Street PHILLIP ACT 2605

Canberra Hospital and Health Services

Dental Health Program

Dental Officer

Dentist Level 3 \$138,078, Canberra (PN: 28220)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Overview of the work area and position: The ACT Dental Health Program provides oral health services to eligible adults and children within a multidisciplinary healthcare team across various locations in Canberra. Some out of hours work including the treatment of emergency patients by roster.

Eligibility/Other Requirements: Registered or eligible for registration as a medical practitioner with the Australian Health Practitioner's Regulation Agency. Possession of a recognised Degree in Dental Surgery or Bachelor in Dental Science. Desirable: Considerable experience in and knowledge of current dental procedures and the ability to supervise clinical staff is highly desirable. Please note prior to commencement successful candidates will be required to: Undergo a pre-employment Police check. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy.

Contact Officer: Donna Butcher 0481 439 441 donna.butcher@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, Level 4, 4 Bowes Street PHILLIP ACT 2605

Government and Communications

Office of the Director General

Media and Strategic Communications

Communications Account Manager

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 36803)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health partners with the community and consumers for better health outcomes by: delivering patient and family-centred care; strengthening partnerships; promoting good health and wellbeing, and improving access to appropriate health care, and having robust safety and quality systems. ACT Health works closely with other ACT Government agencies such as the ACT Government's Community Services Directorate, Justice and Community Safety Directorate, Chief Minister, Treasury and Economic Development Directorate, and emergency services providers such as the ACT Ambulance Service and the Australian Federal Police. Formalised consultative arrangements also exist with a range of agencies, such as the Health Care Consumers' Association (ACT), ACT Medicare Local and mental health, alcohol and drug, and other community service providers. The tertiary and training sectors remain key partners in the planning, development and delivery of healthcare services. Partnership arrangements with the Australian National University Medical School, University of Canberra, Australian Catholic University and Canberra Institute of Technology are well established and serve to assure the future supply of skilled health professionals. Overview of the work area and position: The Communications and Engagement Branch leads and directs strategic communications, engagement and marketing activities that support ACT Health achieve its goals. It also manages and responds to a high volume of highly visible communications and enquiries in relation to Health issues affecting the community and, through a suite of ministerial and government services, provides operational support to the Minister for Health and ACT Government. The Branch manages ACT Health's brand and develops strategies and guidelines to maintain and enhance reputation. The Branch drives a high performing approach to communications, marketing and stakeholder engagement strategy, which includes: communications planning, campaign operations and measurement, online strategy and digital platform development. It also implements systems and reporting processes for receiving and responding to ACT Health consumer feedback. The Branch engages with a diverse range of external partners and stakeholders to identify and undertake opportunities for collaborative projects to improve the planning, development and delivery of health care services, develop partnerships to ensure a future supply of skilled workers for the health sector and further establish a growing base for collaborative research. Working under broad direction, the Communications Account Manager reports to the Senior Manager, Stakeholder Engagement develops communication and engagement strategy and plans in partnership with the relevant business to ensure key ACT Health projects and programs are promoted and communication goals are achieved. Moving from the Australian Public Service to the ACT Public Service? Please visit:

<http://www.jobs.act.gov.au/about-the-actps/moving-from-another-public-service> for further information about superannuation, Comsuper – eligible funds, employer super contribution rates etc.

Eligibility/Other Requirements: Tertiary qualifications in a relevant field and corporate, not for profit and/or government experience is highly desired. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Cynthia Douglas (02) 6207 9149 cynthia.douglas@act.gov.au

**Office of the Director General
Government and Communications
Media and Strategic Communications
Media Manager**

Senior Officer Grade B \$118,319 - \$133,197, Canberra (PN: 36831)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. 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. An opening has become available for an experienced, hands-on Media Manager in ACT Health's Government and Communications Branch. If you are an innovative and focused person with extensive experience in media management, highly developed communication, influencing and interpersonal skills then this is a great opportunity for you to showcase your knowledge. Overview of the work area and position: The Government and Communications Branch leads and directs strategic communications, engagement and marketing activities that support ACT Health achieve its goals. It also manages and responds to a high volume of highly visible communications and enquiries in relation to Health issues affecting the community and, through a suite of ministerial and government services, provides operational support to the Minister for Health and ACT Government. The Branch manages ACT Health's brand and develops strategies and guidelines to maintain and enhance reputation. The Branch drives a high performing approach to communications, marketing and stakeholder engagement strategy, which includes: communications planning, campaign operations and measurement, online strategy and digital platform development. It also implements systems and reporting processes for receiving and responding to ACT Health consumer feedback. The Branch engages with a diverse range of external partners and stakeholders to identify and undertake opportunities for collaborative projects to improve the planning, development and delivery of health care services, develop partnerships to ensure a future supply of skilled workers for the health sector and further establish a growing base for collaborative research. Working under limited direction, the Media Manager reports to the Senior Manager, Strategic Communications and Media and manages the busy media hub through reactive and proactive strategies and liaison across the directorate. Moving from the Australian Public Service to the ACT Public Service? Please visit: <http://www.jobs.act.gov.au/about-the-actps/moving-from-another-public-service> for further information about superannuation, Comsuper – eligible funds, employer super contribution rates etc.

Eligibility/Other Requirements: Tertiary qualifications in a relevant field, graded journalist and/or experience in a ministerial or parliamentary office and corporate, not for profit and/or government experience are highly desired. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*.

Contact Officer: Elizabeth Tobler (02) 6207 5853 elizabeth.tobler@act.gov.au

Canberra Hospital and Health Services

Surgery and Oral Health

Medical Staff

Perfusionist

Health Professional Level 4 \$100,462 - \$108,140, Canberra (PN: 28742)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure

continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, justice health services are provided within the Territory's' detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The Division of Surgery, Oral Health is responsible for delivering inpatient and outpatients surgical and medical imaging services and prevention and treatment dental health programs for children, targeted youth and adults of the ACT and surrounding region. The Division includes Surgical Bookings and Pre-Admission Clinic, Anaesthesia, Pain Management Unit, Operating Theatres, Post-Anaesthetic Care Unit, Day Surgery Unit and Admissions/Extended Day Surgery Unit, Medical Imaging, specialist surgical ward areas, medical and nursing Outpatient services, Shock Trauma Service, Trauma and Orthopaedic Research Unit and the ACT Dental Health Program. Overview of the work area and position: The Cardiac Surgery Department of The Canberra Hospital is a busy service supported by excellent imaging and diagnostic facilities. The Cardiac Surgery faculty currently consists of two consultants, three registrars and two perfusionists, as well as one full time secretary.

Eligibility/Other Requirements: Mandatory: Have completed the two year Diploma of Perfusion as administered by the Australasian Board of Cardiovascular Perfusion (ABCP) with a minimum of three years working full-time as a Clinical Perfusionist. If practising clinically (providing direct clinical care to patients or supervising staff providing direct clinical care to patients) as an allied health professional in any capacity at any time in ACT Health facilities, the person occupying this position will be required to comply with ACT Health credentialing requirements for allied health professionals. Initial credentialing is completed following a pre-offer for a position, prior to any employment being made. Have maintained Recertification with Australian New Zealand College of Perfusionist. (ANZCP). Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check. Provide a Compliance Certificate from OMU (Occupational Medicine Unit) relating to assessment, screening and vaccination processes.

Note: The successful applicant will need to participate in Perfusion close call roster 24hour seven days a week.
Contact Officer: Shannon Dougan (02) 6244 4175 shannon.dougan@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Alcohol and Drug Program

Registered Nurse - Opioid Treatment Service

Registered Nurse Level 3.1 \$101,175 - \$105,339 , Canberra (PN: 16030, expected vacancy)

Gazetted: 11 June 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Alcohol and Drug Services (ADS) incorporates six areas including the Opioid Treatment Service, Medical Services, Consultation and Liaison Service, ten bed Inpatient Withdrawal Service, Police and Court Drug Diversion Service and Counselling and Treatment Services. The Opioid Treatment Service pharmacotherapy program provides opiate substitution treatment to people in the ACT. The Withdrawal Service provides a secure and supportive environment for safe, medically supervised withdrawal from alcohol and other drugs. Consultation and Liaison Service provides assessment, support and referral for clients who have been admitted to Canberra Hospital who also have an alcohol and/or drug issue.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Three years recent nursing experience in a Alcohol and Drug facility, and a sound understanding of Alcohol and Other Drugs. Prior to commencement successful candidates will be required to undergo a pre-employment Police check and comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Post Graduate Qualification in AOD Nursing or working towards such, and a current driver's licence is desirable.

Contact Officer: Sally Billington (02) 6174 7966 sally.billington@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult and Community Mental Health Services

Registered Nurse 2- Mental Health Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 28970)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance of wellbeing and harm minimisation. The participation of people accessing our services, their families and carers is encouraged in all aspects of service planning and delivery. The Division works in partnership with a range of government and non-government service providers to ensure the best possible outcomes for clients. The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Rehabilitation and Specialty Services Mental Health Services; Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services (CAMHS), and Justice Health Services.

Overview of the work area and position: The nursing position is based in the Woden Mental Health team, a multidisciplinary team that is part of Adult Community Mental Health Services. Adult Community Mental Health Services provide services for people aged over 18 years and operate from the five Community Health Centres in the ACT, with a strong focus on the provision of timely and effective mental health interventions. Nursing staff working within the service are required to support people to achieve their personal recovery goals as identified in their Recovery Plan.

Eligibility/Other Requirements: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA) and a current driver's licence. Prior to commencement successful candidates will be required to comply with ACT Health occupational screening requirements related to immunisation; have current registration issued under the *ACT Working with Vulnerable People Act 2011*; and undergo a pre-employment Police check.

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

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Justice Health Services

Drug and Alcohol Nurse

Registered Nurse Level 2 \$88,249 - \$93,533, Canberra (PN: 13946)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Justice Health Primary Health Team is part of Justice Health Services (JHS) which is part of the Mental Health, Justice Health and Alcohol and Drug Services (MHJHADS) Division. JHS is a contemporary evidence based service providing high quality care. The Primary Health Team provides high quality primary healthcare to people located within the Alexander Maconochie Centre (AMC), Symonston Correctional Centre (SCC) and young people at Bimberi Youth Justice Centre (BYJC). Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health and Alcohol and Drug Services. In addition, justice health services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. Overview of the work area and position: The Drug and Alcohol Nurse, under the guidance of the JHS medical officers/Clinical Nurse Consultant and/or ADON or delegate, will participate and contribute to the development and delivery of a high quality care to clients on a Opioid Replacement Treatment (ORT) Program within a custodial setting. The D&A Nurse will demonstrate clinical expertise in assisting with the management of clients with substance use issues, assessment and monitoring of clients on ORT, liaison with external providers and to work within a multidisciplinary team. You will be required to work at various JHS sites and provide feedback and guidance to all JHS registered and enrolled nurses. You will also be required to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes and the supervision of Registered Nurse Level 1 and Enrolled Nurses. The

Registered Nurse Level 2 is expected to have a demonstrated competence in advanced nursing practice, provide guidance to less experienced nursing staff. The Registered Nurse Level 2 is seen by the Organisation as a source of expert nursing knowledge, skills and attributes. The Registered Nurse Level 2 must demonstrate a higher level of skill and the ability to perform a more demanding role covering the domains; clinical care, leadership, education, safety and communication.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Certificate IV in Alcohol and Other Drug Work or near completion of appropriate qualification. A minimum of three years in experience working with clients with substance abuse issues. Current driver's licence. Comply with ACT Health Occupational Assessment, Screening and Vaccination policy. Desirable: Previous experience in Custodial Health. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Tasha Lutz (02) 6207 2841 tash.lutz@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Child and Adolescent Mental Health

Psychology, Social Work or Occupational Therapy

Health Professional Level 3 \$87,257 - \$91,942 (up to \$96,502 on achieving a personal upgrade), Canberra (PN: 19579)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provides health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery, maintenance and harm minimisation. Consumer and carer participation is encouraged in all aspects of service planning and delivery. The Division works in partnership with consumers, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients.

The Division delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: ACT Wide Mental Health Services (ACT Wide MHS): Adult Community Mental Health Services (ACMHS); Adult Acute Mental Health Services (AAMHS); Alcohol and Drug Services (ADS); Child and Adolescent Mental Health Services (CAMHS); Justice Health Services (JHS). Overview of the work area and position: Child and Adolescent Mental Health Services (CAMHS) Eating Disorders Program (EDP) provides assessment and treatment for children, adolescents and adults who are experiencing an eating disorder as their primary presenting issue. The CAMHS EDP team is made up of multi disciplinary mental health professionals who provide assessment and treatment within a recovery framework. This role will be to conduct assessment, provide evidence based psychological therapies to children, adolescents and adults with an eating disorder, facilitate group day program and provide support and supervision to HP1 and HP2 clinicians. The role will also require the team member to undertake professional development and supervision, participate in quality initiatives and contribute to the multidisciplinary team processes.

Eligibility/Other Requirements: Mandatory: Be registered or be eligible for registration with the Australian Health Practitioner Regulation Agency (AHPRA). Be a member or eligible for membership of the Australian Association of Social Workers. Tertiary qualifications or equivalent in Psychology, Social Work or Occupational Therapy with current ACT registration and eligibility for membership of the appropriate professional organization. Must hold a current drivers licence. Applicants must have a minimum of 12 months paid work experience, post qualification in a related/relevant organisation/service. Comply with ACT Health credentialing requirements for allied health professionals. Desirable: Experience in working with children and young people. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*

Notes: This is a temporary position available for a period of six months. This is a part-time position at 29:24 hours per week. The salary noted above will be pro rata for part-time hours. An order of merit may be used to fill future identical temporary vacancies within a 12 month period.

Contact Officer: Elissa See (02) 6205 1519 elissa.see@act.gov.au

**Office of the Director General
Government and Communications
Media and Strategic Communications
Graphic Designer**

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 36828)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. ACT Health partners with the community and consumers for better health outcomes by: delivering patient and family-centred care; strengthening partnerships; promoting good health and wellbeing, and improving access to appropriate health care, and having robust safety and quality systems. ACT Health works closely with other ACT Government agencies such as the ACT Government's Community Services Directorate, Justice and Community Safety Directorate, Chief Minister, Treasury and Economic Development Directorate, and emergency services providers such as the ACT Ambulance Service and the Australian Federal Police. Formalised consultative arrangements also exist with a range of agencies, such as the Health Care Consumers' Association (ACT), ACT Medicare Local and Mental Health, Alcohol and Drug Services, and other community service providers. The tertiary and training sectors remain key partners in the planning, development and delivery of healthcare services. Partnership arrangements with the Australian National University Medical School, University of Canberra, Australian Catholic University and Canberra Institute of Technology are well established and serve to assure the future supply of skilled health professionals. Overview of the work area and position: The Communications and Engagement Branch leads and directs strategic communications, engagement and marketing activities that support ACT Health achieve its goals. It also manages and responds to a high volume of highly visible communications and enquiries in relation to Health issues affecting the community and, through a suite of ministerial and government services, provides operational support to the Minister for Health and ACT Government. The Branch manages ACT Health's brand and develops strategies and guidelines to maintain and enhance reputation. The Branch drives a high performing approach to communications, marketing and stakeholder engagement strategy, which includes: communications planning, campaign operations and measurement, online strategy and digital platform development. It also implements systems and reporting processes for receiving and responding to ACT Health consumer feedback. The Branch engages with a diverse range of external partners and stakeholders to identify and undertake opportunities for collaborative projects to improve the planning, development and delivery of health care services, develop partnerships to ensure a future supply of skilled workers for the health sector and further establish a growing base for collaborative research. Working under limited direction, the Graphic Designer reports to the Senior Manager, Digital Strategy and Services and provides high level advice, strategy and solutions for the increased digital exposure of ACT Health services. 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.

Eligibility/Other Requirements: Prior to commencement successful candidates will be required to undergo a pre-employment Police check and be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Tertiary qualifications in Graphic Design or relevant discipline is desirable.

Note: This is a temporary position available for a period of 12 months.

Contact Officer: Jack Walsh (02) 6205 2105 jack.walsh@act.gov.au

**Corporate
ICT Health
EHCR - Recurring Support and Maintenance Systems
Training Officer**

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 22817)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The ICT Branch is led by the Chief Information Officer (CIO) who provides high-level leadership and advice on policies, planning, and implementation of strategies in

relation to health information, information and communication technology (ICT) projects and clinical records management. The Branch is responsible for: implementation and support of the Health Directorate Information Technology (IT) Strategic Plan; management and support of the Health Directorate clinical records across acute, primary and community based services; coordination of ICT projects; management of the relationship with Health Directorate ICT vendors; financial reporting on Health Directorate use of ICT and development, implementation and maintenance of ICT policies and procedures; and ensuring Health Directorate information security. Overview of the work area and position: The Systems Support Unit provides support for ACT Health enterprise systems including: Clinical Portal Suite; ICU Clinical Information System; Renal Electronic Medical Record; GP Website; Find a Health Service and Electronic Medication Management. In addition there are specialist teams providing testing and training support to the Clinical Systems Program. As part of a small team, reporting to the Systems Support Manager, this position will provide training support for clinical systems projects and clinical systems applications that are implemented within ACT Health.

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

Note: This is a temporary full-time position available for eighteen months with the possibility of permanency. An order of merit may be established from this recruitment process to fill future vacancies at level which may arise over the next 12 months. Selection may be based on application and referee reports only.

Contact Officer: Chris Jeffrey (02) 6207 9427 chris.jeffrey@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Personal Assistant to Executive Director of Medicine

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 13141)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. The Division of Medicine provides adult medicine services to the Canberra community in inpatient, outpatient and outreach settings. An emphasis is placed on accessible, timely and integrated care, which is delivered to a high standard of safety and quality. The Division has a strong commitment to teaching and research. Health students from several universities undertake practical placements within the division. Most of the Division's senior medical staff hold academic appointments at the Australian National University Medical School, and there are many research programs in operation. Many members of the Division's staff participate in the development of national professional guidelines and quality initiatives. The Division of Medicine is working towards innovative improvements to hospital and clinical pathways. The Division seeks to employ professional, focused individuals who will contribute to the Divisional and Organisational goals and strategic plan. Overview of the work area and position: The Executive Director of Medicine manages the delivery of services within the Division of Medicine, Canberra Hospital and Health Services and provides strategic direction for the Division. Under limited direction, you will play a key role in providing administrative support to the Executive Director of Medicine by preparing a range of correspondence, diary and inbox management, providing secretariat support to committees, assisting with human resource and financial management functions, research and initiating action to ensure the timely response to requests.

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

Contact Officer: Aimee Divorty (02) 6244 3659 aimee.divorty@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Administration Manager

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 36718)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day to day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Overview of the work area and position: Under limited supervision from the Operations Manager, the Administration Manager will manage and coordinate a number of administrative staff, provide day to day supervision, human resource and administrative support and advice to various physician based units in the Division of Medicine. The Administration Manager builds and maintains professional relationships, works effectively both as a team member and as an individual, is enthusiastic and able to demonstrate their ability to prioritise workloads and meet deadlines. The position supervises administration staff as well management of the larger clinic structure, under guidance of the Operations Manager. This role ensures high level of customer service standards across administrative support, as well as mentoring and training staff.

Eligibility/Other Requirements: Prior to commencement successful candidates will be required to undergo a pre-employment Police check. Working towards or holds a certificate in management, customer service, medical terminology or another relevant field is desirable.

Note: This is a temporary position available for 12 months.

Contact Officer: Aimee Divorty (02) 6244 3659 aimee.divorty@act.gov.au

Corporate

Health Infrastructure Service

Health Infrastructure Service Recurrent

Administration Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175, Canberra (PN: 23817)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Health Infrastructure Services has responsibility for the project direction and management of health infrastructure projects, the capital upgrade program, Repairs and Maintenance and Strategic Asset Management for ACT Health. Overview of the work area and position: In relation to Health Infrastructure Services, the Facilities Management Division is responsible for repairs and maintenance and asset management across all ACT Health facilities. The administration support team provide day to day assistance in the operational processes of Facilities Management. Each team member is responsible for the timely and accurate preparation of meeting agendas, papers, minutes and customer service, and is able to undertake other general administrative duties to support the group as required.

Eligibility/Other Requirements: Desirable: High level skills in keyboarding and Microsoft Office suite. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Contact Officer: Belinda Leith (02) 6244 2070 belinda.leith@act.gov.au

Canberra Hospital and Health Services

Medicine

Medical

Administrative Support Officer- Neurology

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 25156)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Canberra Hospital and Health Services provides acute, sub-acute, primary and community-based health services to the ACT and surrounding region. The key strategic priority for acute services is to deliver timely access to effective and safe hospital care services. The hospital delivers a full range of medical, surgical and obstetric services, including complex procedures in areas such as cardiac surgery, neurosurgery and neonatal intensive care. Strong links exist between hospital and community-based services, as many of the operational divisions deliver services across the continuum of care to ensure continuity of care for patients. The community based services of ACT Health include Early Childhood, Youth and Women's Health; Dental Services, Rehabilitation and Community Care; Mental Health, Alcohol and Drug Services. In addition, Justice Health Services are provided within the Territory's detention facilities. ACT Health is a partner in teaching with the Australian National University, the University of Canberra and the Australian Catholic University. The ACT Health Division of Medicine provides a range of medical specialties and allied health services. A strong emphasis is placed across all sections on accessible and timely care, delivered to a high standard of safety and quality. This is underpinned by the Division's commitment to research and training. The Division works in partnership with professional colleagues, consumers, and a range of government and non-government service providers to ensure the best possible outcomes for patients. Canberra Hospital and Health Services Neurology Department offers specialist Neurology consultation and Clinical Neurophysiologic testing for patients of the ACT and surrounding region.

Overview of the work area and position: Under general direction you will be responsible for the booking and scheduling of patient appointments as well as the preparation of patient correspondence and other documents related to the Neurology Department. You will also be required to support Medical Typing and coordination of signed letters for the Neurology Department.

Eligibility/Other Requirements: Medical typing experience is highly desirable as this position attracts a typing allowance. Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This position is permanent part-time at three days per week and the full-time salary noted above will be paid pro-rata.

Contact Officer: Melissa Warylo (02) 6244 2063 melissa.warylo@act.gov.au

Canberra Hospital and Health Services

Mental Health, Justice Health, Alcohol and Drug Services

Adult Community Mental Health Services

Occupational Therapist/Psychologist - New Graduate

Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 24481)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of people accessing our service is encouraged in all aspects of service planning and delivery.

MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services; Justice Health Services and Rehabilitation and Specialty Mental Health Services.

Overview of the work area and position: The position holder is expected to operate within the *Public Sector Management Act (1994)*, the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct. An exciting opportunity exists for entry into Mental Health, Justice Health and Alcohol and Drug Services Division of ACT Health. The successful

applicant will be employed as a Health Professional Officer Level 1, to be a member of a multidisciplinary adult community mental health team based in Gungahlin. Under close professional supervision, the position holder will promote positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team. Provide individual or group service delivery. Apply knowledge, skills, and professional judgement in the delivery of routine services.

Eligibility/Other Requirements: Mandatory: Occupational Therapy: Degree (or recognised equivalent) in Occupational Therapy and registered with Australian Health Practitioner Regulation Agency (AHPRA), eligible for professional membership of Occupational Therapy Australia.

Psychology: General Psychology registration with Australian Health Practitioner Regulation Agency (AHPRA).

Please note prior to commencement successful candidates will be required to undergo a pre-employment Police check. Be registered under the *Working with Vulnerable People (Background Checking) Act 2011*. Comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals. Comply with ACT Health occupational screening requirements related to immunisation

Notes: This is a temporary position available for a period of 12 months. This position will be temporarily based within Gungahlin Mental Health Team and may be transferred to other areas of Adult Mental Health Services when the Adult Model of Care has been implemented.

Contact Officer: Sonney Morrison 0466 493 783 sonney.morrison@act.gov.au

Canberra Hospital and Health Services
Mental Health, Justice Health, Alcohol and Drug Services
Adult Community Mental Health Services
Occupational Therapist/Social Worker - New Graduate
Health Professional Level 1 \$57,941 - \$73,823, Canberra (PN: 25203)

Gazetted: 11 May 2017

Closing Date: 25 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Mental Health, Justice Health, Alcohol and Drug Services (MHJHADS) provide health services directly and through partnerships with community organisations. The services provided range from prevention and treatment to recovery and maintenance and harm minimisation. The participation of people access our service is encouraged in all aspects of service planning and delivery. MHJHADS works in partnership with individuals, carers and a range of government and non-government service providers to ensure the best possible outcomes for clients. MHJHADS delivers services at a number of locations, including hospital inpatient and outpatient settings, community health centres, detention centres, other community settings including peoples home. These services include: Adult Acute Mental Health Services; Adult Community Mental Health Services; Alcohol and Drug Services; Child and Adolescent Mental Health Services; Justice Health Services; Rehabilitation and Specialty Mental Health Services. Overview of the work area and position: The position holder is expected to operate within the *Public Sector Management Act (1994)*; the ACT Public Service Code of Conduct and relevant professional discipline Code of Conduct. An exciting opportunity exists for entry into Mental Health, Justice Health and Alcohol and Drug Services Division of ACT Health. The successful applicant will be employed as a Health Professional Officer Level 1, to be a member of a multidisciplinary adult community mental health team based in Gungahlin. Under close professional supervision, the position holder will promote positive client outcomes through the provision of high quality clinical services and health promotion activities in/across designated areas or units as part of a multidisciplinary team. Provide individual or group service delivery. Apply knowledge, skills, and professional judgement in the delivery of routine services.

Eligibility/Other Requirements: 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 Australian Health Practitioner Regulation Agency (AHPRA), eligible for professional membership of Occupational Therapy Australia. Please note prior to commencement successful candidates will be required to: comply with ACT Health credentialing and scope of clinical practice requirements for allied health professionals; comply with ACT Health occupational screening requirements related to immunisation; have current registration issued under the *ACT Working with Vulnerable People Act 2011*; and undergo a pre-employment Police check.

Notes: This is a temporary position available for a period of 12 months. This position will be temporarily based within Gungahlin Mental Health Team and may be transferred to other areas of Adult Mental Health Services when the Adult Model of Care has been implemented.

Contact Officer: Sonney Morrison 0466 493 783 sonney.morrison@act.gov.au

Deputy Director General

E-Health and Clinical Records

Registry and Data Quality Officer

Administrative Services Officer Class 2/3 \$52,991 - \$64,616, Canberra (PN: 24786)

Gazetted: 11 May 2017

Closing Date: 18 May 2017

Details: About us: ACT Health is a values-led Directorate. Our values guide our day-to-day actions, behaviours, decisions and communications to successfully deliver the best services to meet the needs of our community. They were developed by us, for us and are unique to our work. Overview of the work area and position: The Clinical Record Service, based at Canberra Hospital, is seeking an enthusiastic person with excellent communication skills and an eye for detail to work in our Registry and Data Quality Team. The successful applicant will be a self motivated individual, committed to progressive, positive change by working to reduce the duplication of patient registrations and ensuring the quality of the data being entered into the Patient Administration System meets the standards required. The successful applicant requires good skills in a range of software applications including Word, Excel and Outlook. The successful applicant will also be trained to use a number of specialised information systems.

Eligibility/Other Requirements: The successful applicant must have a current driver's licence. Highly Desirable: Previous experience working in a hospital clinical record department, medical practice or similar health environment. Prior to commencement successful candidates will be required to undergo a pre-employment Police check.

Note: This position is required to work one in three weekends. The three week roster is: Week 1 – Monday to Friday (5 days); Week 2 – Monday to Sunday (7 days); and Week 3 – Wednesday to Friday (3 days). As this is an entry level position the decision to appoint may be made based on written applications only, an interview may not be held. To qualify for consideration of this position you must complete the online application form and attach a statement addressing the selection criteria, two written referee reports and your curriculum vitae. Incomplete applications will not be considered.

Contact Officer: Gloria Spyropoulos (02) 6244 3331 gloria.spyropoulos@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

Corporate

Governance

Governance Coordination and Reporting

Senior Manager

Senior Officer Grade A \$137,415, Canberra (PN: 09035)

Gazetted: 10 May 2017

Closing Date: 24 May 2017

Details: The Executive Director Governance is seeking an experienced, dynamic person for the role of Senior Manager. Someone who can provide leadership, direction and guidance to the Governance Coordination, Library and Reporting team by exercising sound people management skills, effective planning, development and implementation of strategies, policies, procedures and plans across the Justice and Community Safety Directorate. This position leads and manages teams responsible for a broad range of activities including: Annual Report – whole of government, FOI, Risk, Audit content; Election, budgetary and parliamentary agreement commitments; Strategic Plan commitments; Report of Government Services; COAG; other coordination as requested; Audit; Fraud; Risk; Business Continuity Planning; FOI; Privacy; Complaints; Records Management; Plans, policies and

procedures; Forms and templates and Reporting. The successful applicant must have the demonstrated ability to develop and foster effective working relationships with all stakeholders within the Directorate and across other agencies.

Eligibility/Other Requirements: Tertiary qualifications in public policy, governance or business administration would be highly regarded.

Contact Officer: Danielle Krajina (02) 6207 4813 danielle.krajina@act.gov.au

Family Safety

Policy Officer

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 37262)

Gazetted: 10 May 2017

Closing Date: 17 May 2017

Details: Expressions of interest are sought for a person to fill the position Policy Officer in the Office of the Coordinator-General for Family Safety. This position requires excellent research and analysis skills, sound understanding of government process and high order communication, stakeholder engagement, organisational and collaboration skills. Knowledge in the area of domestic and family violence policy is highly desirable. The Safer Families Team is responsible for policy and implementation of key government commitments under the ACT Government Response to Family Violence. The Team is also responsible for policy and ministerial requests falling within the portfolio responsibility of the Minister for the Prevention of Domestic and Family Violence.

Note: This is a temporary position available until 1 September 2017 with the possibility of extension. Please review the current position description (attached) and provide a supporting statement of no more than two pages outlining practical experience and examples related to the duties and responsibilities of the role.

Contact Officer: Madelon Rosenberg (02) 6205 3310 madelon.rosenberg@act.gov.au

Public Trustee and Guardian

Guardian

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 37860, several)

Gazetted: 05 May 2017

Closing Date: 23 May 2017

Details: The Public Trustee and Guardian has several exciting vacancies for enthusiastic, motivated and professional people to work in the dynamic Guardianship Unit. The Guardianship Unit provides representative services for vulnerable people as substitute decision-maker for personal health and/or legal matters under order of the ACT Civil and Administrative Tribunal (ACAT) and Enduring Power of Attorney (EPA) within a human rights frame work. We are seeking articulate, confident people with strong client skills.

Eligibility/Other Requirements: Tertiary qualifications in a relevant discipline (e.g. nursing, social work, psychology, law) are highly desirable; drivers licence; and ability to use computer applications are considered essential.

Registered 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

Notes: These positions are temporary for up to six months with the possibility of extension and or permanency from this process.

Contact Officer: Denise Caldwell and Penelope Parker (02) 6207 9800 denise.caldwell@act.gov.au; penelope.parker@act.gov.au

Law Courts and Tribunal

Magistrates Court

Judiciary Staff

Associate to Magistrate Campbell

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 44062)

Gazetted: 05 May 2017

Closing Date: 7 June 2017

Details: Applications are sought for the above position, commencing end June 2017. The successful applicant will be engaged on a fixed term contract in the ACT Public Service for a term of approximately one year. The Associate's primary duties are: Assisting Magistrate Campbell in court; undertaking legal and general research; and

assisting with administrative tasks in the Magistrates Court. The successful applicant will ideally have: Law Degree (completed by July 2017); have an outstanding academic record and legal research skills; excellent written skills and attention to detail in written work; strong oral communication skills and ability to communicate with ease at all levels; strong organisational skills and ability to prioritise and meet deadlines; capacity to work well within a small team; and experience of roles requiring a high level of personal integrity and discretion. Desirable qualifications: Completion of graduate diploma in legal practice; and an Interest in advocacy.

Note: This is a temporary position available for a period of one year. A merit list will be established from this process and may be used to fill identical positions which may occur over the next 12 months. If an applicant objects to this course, he or she should say so in the application. For information on the ACT Law Courts and Tribunal, please visit: <http://www.courts.act.gov.au/>.

How to Apply: Applicants should submit a one page cover letter, transcript of academic records and concise resume including names and contact details for two referees to Elizabeth Hard at elizabeth.hard@act.gov.au by 4:00pm, Wednesday 7 June 2017.

Contact Officer: Elizabeth Hard (02) 6205 9562 elizabeth.hard@courts.act.gov.au. Applications close: 7 June 2017.

ACT Law Courts and Tribunal

Magistrates Court

Registry Operations – Civil Unit

Registry Support Officer

Administrative Services Officer Class 3 \$60,039 - \$64,616, Canberra (PN: 38286)

Gazetted: 04 May 2017

Closing Date: 18 May 2017

Details: The ACT Law Courts and Tribunal is seeking persons with a strong focus on providing high level client service, good communication skills, an ability to work well within a changing environment and the capacity to work with people from diverse backgrounds to undertake the role of Registry Support Officer. As a Registry Support Officer you will assist Team Leaders in performing administrative functions and working collaboratively across the Law Courts; providing procedural advice to clients and relevant agencies and proactively seeking assistance when required; undertaking computer based tasks with a high level of accuracy and work output; working within defined policy, legislation and guidelines; receiving, invoicing and acquitting monies. 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 and Torres Strait Islander background, and/or People with Disability, to apply.

Note: Selection may be based on written application and referee reports only. Applicants are required to submit a curriculum vitae, provide contact details of at least two referees and a covering letter (maximum two pages) telling us how your skills, experience and ability makes you the best person for this job opportunity. Highlight any specific examples or achievements that will demonstrate your ability to perform the role and try not to duplicate information that can already be found in your CV. An order of merit may be established from this process and used to fill permanent or temporary identical positions.

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

Transport Canberra and City Services

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

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

Transport Canberra

Light Rail

Deputy Project Director Light Rail Stage 1

Executive Level 2.5 \$268,246 - \$280,130 depending on current superannuation arrangements, Canberra (PN: E1010)

Gazetted: 10 May 2017

Closing Date: 17 May 2017

Details: The role of Deputy Project Director Light Rail Stage 1 is a key role within Transport Canberra and City Services, responsible for supporting the Project Director in overseeing the delivery of Stage 1 of the Canberra light

rail network. The role may also provide input to the Project Director in technical, engineering, planning, and cost estimation elements of the planning and procurement of Stage 2 of the Canberra light rail network.

The role will lead and motivate a dynamic and high performing project team, represent the ACT Government in contractual matters with the Stage 1 delivery partner, oversee the receipt of advisory services by the Territory, manage Stage 1 project delivery and planning elements within budget, and ensure the project outcomes are delivered in a timely manner and achieve value for money.

Reporting to the Project Director, the role will also interact with other ACT Government departments to ensure efficient and effective integration of the light rail project with the wider transport and city regeneration strategies. 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.

Remuneration: The position attracts a remuneration package ranging from \$268,246 - \$280,130, depending on current superannuation arrangements of the successful applicant. This includes a cash component of \$216,060.

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

Prospective applicants should be aware that long-term engagements are tabled in the ACT Legislative Assembly.

Contact Officer: Matthew Smee (02) 6229 1540 LightrailACT@hudson.com

City Services

Capital Works

Major Projects – Light Rail Coordination

Infrastructure Manager/Specialist

Infrastructure Manager/Specialist 1 \$153,082, Canberra (PN: 35491)

Gazetted: 04 May 2017

Closing Date: 18 May 2017

Details: Transport Canberra and City Services (TCCS) delivers a wide range of services which Canberrans rely on every day. These include collecting recycling and rubbish removal, running public libraries, mowing open space, building and managing our roads, footpaths and cycle paths, operating our public transport system, and maintaining many of Canberra's lakes and ponds. A number of the ACT Government's commercial operations are run by TCCS, including ACT NOWaste, Capital Linen Service, Yarralumla Nursery, and the ACT Public Cemeteries Authority. TCCS employs close to 2000 staff working in locations across the ACT. The Infrastructure Manager/Specialist will be responsible for: specialist technical input, coordination and management, where required, of City Services requirements for facilitating the successful development and delivery of major infrastructure projects for Canberra; being a principle City Services contact for delivery of Canberra's light rail network. The role is accountable for the specialist input and coordination of planning, design and construction activities and subsequent interfaces within City Services operational areas, and the broader road network. The role requires exceptional leadership and stakeholder engagement skills. This includes attendance and participation in the various Coordination Groups representing City Services that are made up of members from across government. The role reports to the Director, Major Projects. For the light rail project in particular, the Infrastructure Manager/Specialist is accountable for: ensuring City Services meets the obligations in accordance with the Transport Canberra Light Rail (TCLR)/City Services Operating Protocol. Being the single point interface for City Services position on various elements relating to the planning, design, construction, and operations and maintenance of the light rail system. Ensuring high quality technical input is provided (and coordinating that of City Services representatives) within the TCLR project timelines. Establishment and coordination of single points of contacts across all affected City Services business units, manage internal conflicting priorities ensuring a single position is put forward to TCLR and Project Co at all times by City Services. Coordination and implementation of measures to protect the structural integrity and condition of any assets owned or controlled by City Services. Coordination and implementation of activities between TCLR and City Services to minimise adverse impacts on the road and traffic network. Coordination of change management principles to operations and functions to meet the Territory's obligations and facilitate integration with the light rail in delivering city services. 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. Primary Duties and Responsibilities: technical input, coordination and management where required, of City Services requirements for facilitating the successful development and delivery of major infrastructure projects for Canberra; and associated with Light Rail projects the primary responsibilities for this position are: planning and Design Coordinate, manage where required and oversee the City Services review of design development and design packages, within the required timeframes, providing specialist technical review and commentary and

coordinate stakeholder review to ensure project standards are met and best practice are being incorporated into designs and drawings and utility clashes do not affect the effective management of City Services underground services. Attend required workshops and design review process meetings to discuss and resolve appropriate engineering/technical solutions. Promote and ensure that the integration of these design packages is achieved, with particular focus on the integration of rail systems, civil, electrical, underground services and landscape/urban design packages. Provide input as required to provide technical advice on contract claims and contract modifications that may impact a City Services asset or service. Construction Coordinate, manage where required and oversee the City Services involvement in site activities ensuring appropriate site presence to participate in site issue identification and resolution. This may include technical inspections of all City Services returned assets and raising of issues to project owners or representatives. Coordinate and oversee the identification, salvage and storage of existing City Services assets from construction corridors. Coordinate and oversee the development of the returned assets process for City Services and coordinate internal business units participation in that process where required, including ongoing defect management. Project representation on various working groups. Assist in assessing proposed traffic management plans in accordance with the requirements of Traffic Management Liaison Groups. Organisation Mobilisation Coordinate, manage where required, to ensure that City Services operations and functions are re-engineered to meet the Territory obligations and facilitate integration with the light rail in delivering city services Third Party Management Minimise risk to City Services and project owners by ensuring that City Services activities do not interfere, disrupt or delay contractors in any way. Coordinate the ongoing visibility of City Services capital works and maintenance programs to ensure that any internal projects are coordinated. Coordination of communication protocols and programming the third party contractors procured by City Services that may be undertaking works within construction corridors. Adhere to the TCCS Code of Practice, values and behaviours and the Respect, Equity and Diversity (RED) framework ensuring professional conduct and confidentiality is maintained at all times; ensure compliance with TCCS policies, procedures, systems and processes; ensure that Equal Employment Opportunity (EEO) principles are understood and adhered to across the business unit.

Eligibility Requirements: A Degree in a relevant technical field and associated experience; or other qualifications and relevant technical experience deemed equivalent. A current driver's licence is mandatory.

Note: This is a temporary position available for 24 months.

Contact Officer: Steve Anderson (02) 6205 4091 steve.anderson@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.

Strategy, Innovation and Customer Experience

Customer Experience

Customer Experience Strategy Manager

Senior Officer Grade A \$137,415, Canberra (PN: 37358)

Gazetted: 04 May 2017

Closing Date: 18 May 2017

Details: Transport Canberra and City Services (TCCS) delivers a wide range of services which Canberrans rely on every day. These include collecting recycling and rubbish removal, running public libraries, mowing open space, building and managing our roads, footpaths and cycle paths, building light rail, delivering and operating an integrated public transport network, and maintaining many of Canberra's lakes and ponds. A number of the ACT Government's commercial operations are run by TCCS, including ACT NOWaste, Capital Linen Service, Yarralumla Nursery, and the ACT Public Cemeteries Authority. TCCS employs close to 2000 staff working in locations across the ACT. Strategy Innovation and Customer Experience (SICE) is a new unit which has been established as part of the formation of TCCS on 1 July 2016. Strategy Innovation and Customer Experience is responsible for continually improving services and implementing innovative programs to deliver services and information to the Canberra Community. It is made up of three business units: Customer Experience; Innovation and Technology; and Assets, Schools and Active Travel. The Customer Experience team will play an important role in shaping an integrated transport network and city services that are people-focused and innovative. The Customer Experience team drives the development of frameworks and strategies to deliver better customer experiences, more effective community engagement and establish respectful stakeholder relationships relating to our services for the community. Key deliverables for the role include: strategy advice on customer experience working with business areas within TCCS to provide high quality customer experience and lead a small team dedicated to improving customer experience. 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: Permanent Resident of Australia or Australian citizen.

Contact Officer: John Bowdery (02) 6207 8467 john.bowdery@act.gov.au

Strategy, Innovation and Customer Experience

Customer Experience

Customer Experience Adviser

Administrative Services Officer Class 6 \$79,824 - \$91,356, Canberra (PN: 32506, several)

Gazetted: 05 May 2017

Closing Date: 19 May 2017

Details: Transport Canberra and City Services (TCCS) delivers a wide range of services which Canberrans rely on every day. These include collecting recycling and rubbish removal, running public libraries, mowing open space, building and managing our roads, footpaths and cycle paths, building light rail, delivering and operating an integrated public transport network, and maintaining many of Canberra's lakes and ponds. A number of the ACT Government's commercial operations are run by TCCS, including ACT NOWaste, Capital Linen Service, Yarralumla Nursery, and the ACT Public Cemeteries Authority. TCCS employs close to 2000 staff working in locations across the ACT. Strategy Innovation and Customer Experience (SICE) is a new unit which has been established as part of the formation of TCCS on 1 July 2016. Strategy Innovation and Customer Experience is responsible for continually improving services and implementing innovative programs to deliver services and information to the Canberra Community. It is made up of three business Units: Customer Experience; Innovation and Technology; and Assets, Schools and Active Travel. The Customer Experience team will play an important role in shaping an integrated transport network and city services that are people-focused and innovative. The Customer Experience team drives the development of frameworks and strategies to deliver better customer experiences, more effective community engagement and establish respectful stakeholder relationships relating to our services for the community. Key deliverables for the Role include: identify opportunities to improve customer experience of TCCS services and working with business areas within TCCS to provide high quality customer experience. 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. The primary responsibilities for this position are to: proactively identify opportunities to improve the customer experience of TCCS services and work collaboratively with business areas in TCCS to ensure continuous improvement in service offerings and delivery; act in an advisory capacity to business areas developing new services and delivery channels to ensure customer needs are understood and met; provide project support to facilitate the collaborative development and implementation of process improvements across TCCS business areas; facilitate access to customer and performance feedback for business areas to enable them to understand customers' perceptions and future requirements in relation to TCCS services; support effective communication and engagement with customers as required to maximise service benefits and improvements and any other duties and special projects as directed to meet business requirements.

Eligibility/Other Requirements: Permanent Resident of Australia or Australian citizen.

Note: An order of merit may be established from this recruitment process to fill future vacancies at level which may arise over the next 12 months. Part-time hours may be considered and the salary noted above will be paid pro rata for part-time hours.

Contact Officer: John Bowdery (02) 6207 8467 john.bowdery@act.gov.au

City Services

City Presentation

Executive

Executive Assistant

Administrative Services Officer Class 5 \$74,081 - \$78,415, Canberra (PN: 16494)

Gazetted: 09 May 2017

Closing Date: 23 May 2017

Details: The Director, City Presentation is seeking an Executive Assistant to provide administrative and secretarial services to the Director and the City Presentation business unit. City Presentation is a branch within City Services responsible for a diverse range of core municipal services and key operational functions. City Presentation comprises of four sections titled Licensing and Compliance, Place Management, Urban Treescapes and Strategic

Planning and Development. The role of the Executive Assistant requires the ability to independently liaise with these sections on a day to day basis to ensure workflows for ministerial correspondence, briefs and reports are managed effectively. Primary duties include managing the Director's schedule, coordinating and tracking briefs and correspondence in and out of the office and managing approvals for a range of reporting processes.

Note: This is a permanent position commencing 27 June 2017. Your application, which must be in Microsoft Word format, must include your resume, a statement of claims against the selection criteria and contact details for two referees.

Contact Officer: Bronwen Duke (02) 6207 5763 bronwen.duke@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.

City Services

City Presentation

Place Management

Operations Support - Contract Supervisor

Technical Officer Level 3 \$69,148 - \$78,145, Canberra (PN: 10331)

Gazetted: 08 May 2017

Closing Date: 18 May 2017

Details: City Presentation is a Business Unit within the City Services Division responsible for planning and management of parks and the public domain, including, lakes, street trees, public open space and city places. It protects and conserves the natural resources of the ACT, promotes appropriate recreational, educational and scientific uses of our parks and maintains the look of the city and its environs. 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. The position involves providing technical support for a variety of urban open space and land management issues and may include; conduct field investigations, provide recommendations and prepare technical reports and responses to senior management, residents and for Ministerial correspondence; reviewing, responding to and assessing public land-use permits for events, nature strips, plans and construction activities within specified timeframes; liaising with a number of stakeholders including but not limited to other government directorates, service providers, community groups and residents; performance monitor service providers, conduct asset condition and maintenance audits; provide technical input into the development of policies, procedures and tenders relating to the maintenance and management of urban open space assets; deliver small scale open space projects, repairs and upgrades, ensuring delivery within budget, correct specification and timeframe.

Note: This is a temporary position available from 1 July 2017 to 1 July 2018.

Contact Officer: Malcolm Gale (02) 6207 5974 malcolm.gale@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

ACT Audit Office

Audit Band 1 - Senior Auditor \$80,614 - \$98,171

Elena Agrizko 853-58553, Section 68(1), 29 May 2017

Audit Band 1 - Auditor \$51,579 - \$76,564

LinLin Cheng 853-59951, Section 68(1), 8 May 2017

Audit Band 1 - Auditor \$51,579 - \$76,564

Anindita Kumar 853-59986, Section 68(1), 29 May 2017

Audit Band 1 - Auditor \$51,579 - \$76,564

Charestella Evelynne Pakpahan 853-59978, Section 68(1), 9 May 2017

Community Services

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

Catherine Cook 848-83380, Section 68(1), 8 May 2017

Senior Officer Grade A \$137,415

Ellen Erika Terese Dunne 835-95918, Section 68(1), 3 May 2017

Education

General Service Officer Level 6 \$54,949 - \$57,445

Vincent Wood 853-58430, Section 68(1), 8 May 2017

Health

Health Professional Level 4 \$100,462 - \$108,140

Louise Broomhead 853-58692, Section 68(1), 2 August 2017

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

Rachael Dove 853-60274, Section 68(1), 11 May 2017

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

Carolyn Hogan 847-04055, Section 68(1), 5 May 2017

Health Professional Level 4 \$100,462 - \$108,140

Harilal Kalla-Veettil 845-01717, Section 68(1), 4 May 2017

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

Isabelle Morgan 853-58481, Section 68(1), 15 June 2017

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

Rebecca Scaysbrook 847-03431, Section 68(1), 11 May 2017

Medical Physics Specialist \$98,410 - \$136,681

Tek Lun Tse 833-45759, Section 68(1), 4 May 2017

Independent Competition and Regulatory Commission

Senior Officer Grade A \$137,415

Luke Meehan 835-03630, Section 68(1), 28 April 2017

Justice and Community Safety

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

Mary Adams 853-58350, Section 68(1), 8 May 2017

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

Dominic Cameron 848-80307, Section 68(1), 10 May 2017

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

Susan Belinda Houghton 853-58473, Section 68(1), 8 May 2017

Prosecutor Grade 1 \$72,389 - \$82,104

Shaz Naidu 835-99599, Section 68(1), 2 May 2017

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

Adam Lindsay Rowe 853-58342, Section 68(1), 8 May 2017

Transport Canberra and City Services

Special Needs Transport Drivers \$53,362 - \$56,375

Carl Scott Bottcher 853-60135, Section 68(1), 4 May 2017

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

Skye Metherell 853-58633, Section 68(1), 26 April 2017

TRANSFERS

Community Services

Daniel John O'Mara: 786-88243

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

Community Services

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

Community Services, Canberra (PN. 11710) (Gazetted 13 December 2016)

Health

Fiona Murphy: 799-86350

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

Health

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

Health, Canberra (PN. 29144) (Gazetted 13 April 2017)

Jennifer O'Connor: 843-90519

From: Registered Nurse Level 2 \$90,012

Health

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

Health, Canberra (PN. 25541) (Gazetted 9 March 2017)

Transport Canberra and City Services

Alicia Aguilera: 735-16251

From: Senior Officer Grade B \$118,319

ACT Health

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

Transport Canberra and City Services, Canberra (PN. 33730) (Gazetted 16 February 2017)

PROMOTIONS

Chief Minister, Treasury and Economic Development

**Access Canberra
Projects, Governance and Support
Business Development and Information
Sharon Crebbin: 821-18503**

From: Administrative Services Officer Class 3 \$60,039 - \$64,616
Chief Minister, Treasury and Economic Development
To: Administrative Services Officer Class 4 \$66,656 - \$72,175
Chief Minister, Treasury and Economic Development, Canberra (PN. 43764) (Gazetted 4 April 2017)

**Enterprise Canberra
Innovate Canberra
Strategy and Policy
Ilsa Embleton: 835-81348**

From: Senior Information Technology Officer Grade C \$100,462 - \$108,140
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade B \$118,319 - \$133,197
Chief Minister, Treasury and Economic Development, Canberra (PN. 35602) (Gazetted 30 March 2017)

**Access Canberra
Customer Coordination Services
Customer Services Integration
Tyler Penfold: 771-1234**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356
Chief Minister, Treasury and Economic Development
To: †Senior Officer Grade C \$100,462 - \$108,140
Chief Minister, Treasury and Economic Development, Canberra (PN. 35821) (Gazetted 15 April 2016)

Community Services

**Strategy, Participation and Early Intervention
Organisational Governance
Julian Dennis: 827-30233**

From: Administrative Services Officer Class 6 \$79,824 - \$91,356
Community Services Directorate
To: †Senior Officer Grade C \$100,462 - \$108,140
Community Services, Canberra (PN. 10311) (Gazetted 30 March 2017)

Education

**Office for Schools
Belconnen Network
Miles Franklin Primary School
Kirstie Jozing: 835-69701**

From: School Assistant 3 \$51,053 - \$54,947
Education
To: School Assistant 4 \$61,214 - \$66,285
Education, Canberra (PN. 38084) (Gazetted 3 April 2017)

**Office For Schools
North and Gungahlin Network**

O'Connor Cooperative School

Natalie Lator: 821-23265

From: School Assistant 2 \$45,058 - \$49,757

Education

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

Education, Canberra (PN. 00615) (Gazetted 19 August 2016)

Business Services Division

Governance and Community Liaison

Families and Students

Nancy O'Brien: 033-20173

From: School Leader C \$114,067

Education

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

Education, Canberra (PN. 37545) (Gazetted 29 March 2017)

Office for Schools

Belconnen Network

Macgregor Primary School

Tracey Lee Reis: 742- 72837

From: School Assistant 2 \$45,058 - \$49,757

Education Directorate

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

Education, Canberra (PN. 37966) (Gazetted 29 March 2017)

Health

Canberra Hospital and Health Services

Kenneth Bailey: 786-49205

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

Health

To: †Registered Nurse Level 3.1 \$101,175 - \$105,339

Health, Canberra (PN. 23556) (Gazetted 16 March 2017)

Canberra Hospital and Health Services

surgery and oral health

Cardiac Surgery

Casey Edwards: 844-82755

From: Cadet – Practical Training \$45,707 - \$50,280

Health

To: Health Professional Level 1 \$57,941 - \$73,823

Health, Canberra (PN. 38467)

This promotion to a non-advertised position has been made in under Clause C6.3(e) of the Health Professionals Enterprise Agreement 2013-2017.

Canberra Hospital and Health Services

Medicine

Gastroenterology and Hepatology

Annaleise Lifting: 830-80914

From: Administrative Services Officer Class 2 \$52,991 - \$58,513

Health

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

Health, Canberra (PN. 31205) (Gazetted 23 March 2017)

Canberra Hospital and Health Services

Leigh Thompson: 847-02068

From: Registered Nurse Level 2 \$88,249 - \$93,533
Health
To: †Registered Nurse Level 3.1 \$101,175 - \$105,339
Health, Canberra (PN. 36274) (Gazetted 13 March 2017)

Canberra Hospital and Health Services

Clinical Support Service

Pharmacy

Danielle Winslow: 780-56346

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

To: †Health Professional Level 4 \$100,462 - \$108,140
Health, Canberra (PN. 33535) (Gazetted 13 February 2014)

Canberra Hospital and Health Services

Surgery and Oral Health

Daniel Wood: 749-68479

From: Registered Nurse Level 4.3 \$130,586
Health

To: †Registered Nurse Level 5.5 \$156,066
Health, Canberra (PN. 12127) (Gazetted 30 March 2017)

Justice and Community Safety

Public Trustee and Guardian

Finance Unit

Wei McCallum: 827-45400

From: Trust Officer Level 2 \$79,066 - \$96,063

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 38280) (Gazetted 29 March 2017)

Public Trustee and Guardian

Finance Unit

Kristy White: 846-84816

From: Trust Officer Level 1 \$66,025 - \$75,600

Justice and Community Safety

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

Justice and Community Safety, Canberra (PN. 38283) (Gazetted 29 March 2017)

CORRIGENDA

Education

Business Services

Governance and Community Liaison

Complaints and Liaison Unit

Liaison and Administration Officer

Administrative Services Officer Class 4 \$66,656 - \$72,175 , Canberra (PN: 38383)

Gazetted: 7 April 2017

Closing: 20 April 2017

This position was advertised in the Archive Gazette of the 13 April 2017 as a temporary vacancy. It was revised and amended on the Jobs Website as temporary with the possibility of permanency prior to closing.