



**REPUBLIC OF NAURU
GOVERNMENT GAZETTE
PUBLISHED BY AUTHORITY**

No. 158

21st November, 2012

Nauru

G.N.No. 620 / 2012

PUBLIC SERVICE ACT 1998
SECTION 10(1a, b and d)
RECLASSIFICATION OF CREATION, ABOLITION
AND ALTERATION OF DESIGNATION

PURSUANT TO the powers in that behalf vested in me, under Section 10, Subsection 1, Clause a, b and d of the Public Service Act 1998, I, HON SPRENT ARUMOGO DABWIDO, MP, President and Minister responsible for the Public Service, DO HEREBY, with immediate effect alter the classification of the following position:-

JUDICIARY DEPARTMENT

CURRENT DESIGNATION

RECLASSIFIED DESIGNATION

Chief Probation Officer
\$7,704pa (L5.3)

Chief Probation Officer
\$7,993pa (L6.1)

DATED this 14th day of November, 2012.

HON. SPRENT ARUMOGO DABWIDO, MP
PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE

G.N.No. 621 / 2012

APPOINTMENT OF ACTING SECRETARY TO CABINET

It is notified for general information that Cabinet at its meeting held on Tuesday, 13th November, 2012 and pursuant to Article 68, clause 3 of the Constitution of Nauru approved the appointment of the acting Chief Secretary to act as Secretary to Cabinet effective Wednesday, 21st November, 2012 until the return of the substantive Secretary to Cabinet, Mr. Sasikumar Paravanoor

DATED this 21st day of November, 2012.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

G.N.No. 622 / 2012

PUBLIC SERVICE ACT 1998
NOTICE OF TRANSFER

The provisional transfer of the following officer is hereby notified for public notification with immediate effect:

DEPARTMENT OF COMMERCE, INDUSTRY & ENVIRONMENT
(Environment Section)

<u>NAME</u>	<u>TRANSFERRED FROM</u>	<u>TRANSFERRED TO</u>
Dexter Brechtefeld	Director of Administration(Education) \$8,862pa-(L7.2)	Sectoral Environment Policy Officer \$7,414pa- (L5.2)

DATED this 14th day of November, 2012.

BERNARD GRUNDLER
ACTING CHIEF SECRETARY

G.N.No. 623 / 2012

PUBLIC SERVICE ACT 1998
NOTICE OF PROMOTION

The provisional promotion of the following officer is hereby notified for public notification effective from 2nd November, 2012;

DEPARTMENT OF HOME AFFAIRS
(Nauru Media Bureau)

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Faith Mau	Reporter TV Presenter/Newspaper 7,414pa (L5.2)	Chief TV Reporter \$7,704pa (L5.3)

Any officer of the Public Service may appeal to the above promotions under Section 20(3) of the Public Service Act 1998. An appeal shall be in writing setting out the ground of appeal and shall be lodged with the Chief Secretary within seven (7) days after the date on which the provisional promotions are notified in the Gazette.

DATED this 14th day of November, 2012.

BERNARD GRUNDLER
ACTING CHIEF SECRETARY

No. 158

21st November, 2012

Nauru

G.N.No. 624 / 2012

PUBLIC SERVICE ACT 1998
NOTICE OF PROMOTION

The provisional promotion of the following officer is hereby notified for public notification effective from 7th September, 2012;

DEPARTMENT OF EDUCATION

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Julie Ribauw	Teacher Certificate(Primary) 6,837pa (L4.3)	Teacher Diploma(Primary) \$7,125pa (L5.1)

Any officer of the Public Service may appeal to the above promotions under Section 20(3) of the Public Service Act 1998. An appeal shall be in writing setting out the ground of appeal and shall be lodged with the Chief Secretary within seven (7) days after the date on which the provisional promotions are notified in the Gazette.

DATED this 14th day of November, 2012.

BERNARD GRUNDLER
ACTING CHIEF SECRETARY

G.N.No. 625 / 2012

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

It is notified for general information that the following officer's resignation has been accepted with effect from 2nd November, 2012;

DEPARTMENT OF HEALTH AND MEDICAL SERVICES

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Ms. Lena Demauna	Nurse Aide (Level 2)	\$5,679pa (L3.1)

DATED this 14th day of November, 2012.

BERNARD GRUNDLER
ACTING CHIEF SECRETARY

No. 158

21st November, 2012

Nauru

G.N.No. 626 / 2012

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

It is notified for general information that the following officer's resignation has been accepted with effect from 13th November, 2012;

DEPARTMENT OF HEALTH AND MEDICAL SERVICES

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Tildi Ephraim	Nurse Aid Trainee(NGH)	\$4,811pa (L1.2)

DATED this 21st day of November, 2012.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

G.N.No. 627 / 2012

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

It is notified for general information that the following officer's resignation has been accepted with effect from 2nd November, 2012;

DEPARTMENT OF EDUCATION

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Claytus Bure Ika	Courier Driver	\$4,811pa (L1.2)

DATED this 21st day of November, 2012.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

No. 158

21st November, 2012

Nauru

G.N.No. 628 / 2012

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

It is notified for general information that the following officer's resignation has been accepted with effect from 8th November, 2012;

DEPARTMENT OF FINANCE

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Calmina Cain	SOE Teller	\$5,679pa (L3.1)

DATED this 21st day of November, 2012.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

G.N.No. 629 / 2012

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

It is notified for general information that the following officer's resignation has been accepted with effect from 24th October, 2012;

DEPARTMENT OF EDUCATION
(Unesco)

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Chantel Waqa	Executive Secretary(UNESCO)	\$5,679pa (L3.1)

DATED this 21st day of November, 2012.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

G.N.No. 630 / 2012

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

It is notified for general information that the following officer's resignation has been accepted.

DEPARTMENT OF CHIEF SECRETARY

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Justin Fritz	Maintenance Supervisor	5 th November, 2012.

DATED this 21st day of November, 2012.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

G.N.No. 631 / 2012

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applications are invited from persons both inside and outside the Public Service for appointment, transfer or promotion to the following position:

DEPARTMENT OF YOUTH AFFAIRS

POSITION : ASSISTANT DIRECTOR OF YOUTH AFFAIRS.

SALARY : \$8,283pa – 6.2 (\$318.58 per fortnight)

DUTIES :

- Assistant and support the Director in the main managerial functions, including supervision of staff, preparation of budget working papers, monitoring of programs and implementation of new activities for the youth.
- Responsible for recording and administering the enrolments of youths into the centre. Must ensure that enrolment numbers are maintained and constantly reviewed.
- Responsible for counselling of student to ensure that they are placed on the right track towards achieving their career preferences.
- Assist the Director in administering the work experience program.
- Responsible for organising field trips and Excursions for the youths.
- Responsible for maintenance of office equipment, stationary and keeping of inventory list of assets.
- Responsible for keeping and monitoring staff attendance and attending to personnel related issues, including salaries.
- Assist the Director in liaising with regional and international bodies on youth related matters.
- Attend regional or international meetings on youth related issues.
- Assist in setting up a National Youth Library.
- Responsible for seeking funds up from overseas bodies/donors, through the Foreign Affairs Department for the financing of youth related projects.
- Attend to any others duties as specified from time to time by the Director of Youth Affairs.

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Nauru

G.N.No. 631 / 2012(cont'd)

QUALIFICATIONS & EXPERIENCE:

- Preferable to have tertiary qualification in the areas of youth affairs, youth counselling and psychology.
- Must have coaching experience of have been involved in a senior position in a sporting team.
- Must be athletic and in good physical condition.
- Must have leadership qualities and good managerial ability.
- Must have excellent communication skill, both oral and written.
- Must be highly dedicated and genuinely interested in the youth issue and associated problems.
- Must have good knowledge, awareness and appreciation of Nauru culture and heritage.
- Must have sober habits and is a respected member of the community.

Applications should be lodged in writing or electronically word processed stating name, age, qualification and Curriculum Vitae provided to the Chief Secretary's Office or the Acting Director of Human Resource & Labour no later than **5.00pm, Wednesday 28th November, 2012.**

Dated this 20th day of November, 2012.

BERNARD GRUNDLER
ACTING CHIEF SECRETARY

G.N.No. 632 / 2012

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applications are invited from persons both inside and outside the Public Service for appointment, transfer or promotion to the following position:

DEPARTMENT OF HEALTH & MEDICAL SERVICES

POSITION : District Primary Health Care Worker (Anetan)

SALARY/SCALE : \$5,101pa (L2.1)

PRIMARY PURPOSE OF POSITION:

The District Health Worker is integral to the efficient management of district-based primary health care services. The District Health Worker is responsible for providing coordination of primary health care programs and providing basic health care and referring sick patients appropriately within their assigned District and under the supervision of the Healthy Island Promotion Coordinator.

DUTIES

- Provides first aid for minor injuries ailments; and basis life support.
- Provides basic screening for non-communicable diseases, (including diabetes, hypertension) and infectious.
- Refers identified persons to appropriate primary or secondary health services according to District Primary Health care manual.
- Monitors the treatment of people with chronic medical conditions; for example: implements the Direct Observation Treatment Strategy and monitors persons on mental illness treatment.

G.N.No. 632 / 2012(cont'd)

- Coordinates the community based health programs; for example, immunization programs, trachoma campaign, Demographic Health Survey etc.
- Visits homes to determined patient and family need, and report accordingly.
- Collaborates with the relevant public health expert to develop plans to meet individual health needs, and provides health services.
- Gives medical treatments to patients following Doctor's instructions and under the guidance of the relevant health clinic.
- Together with Public Health and the District Committee, plans and undertakes health promotion activities.
- Keeps accurate house health statistics/ community mapping for their district and update as required.
- Assists community members and health personnel to assess, plan for, and provide needed health and related services such as disseminate information with appointment slips, organise transport as required.
- Act in a manner that reduces personal risk by adhering to the infections control policy.
- Teaches maintenance of health and prevention of diseases, maternal and child care for members and other subjects related to individual and community health and warfare.
- Attend Public Health meetings.
- Provide reports on activities and other matters on a monthly.

QUALIFICATION & EXPERIENCE:

- Knowledge and experience in healthcare and community work;
- Strong written and oral communication skills (English and Nauruan);
- Displays professionalism, tact, courtesy, discretion and respect confidentiality;
- Must be able to work both independently and cooperatively in a team environment.

HEALTH AND SAFETY:

- Be responsible to take reasonable care for his/her own acts or omissions and the effect that these may have upon the safety of themselves or any other person.
- Must use safety equipment or clothing in a proper manner and for the purpose intended.
- Must work in accordance with any health and safety procedures, instructions or training that has been given.
- May not undertake any task for which they have been authorized and for which they are not adequately trained.
- Is required to bring to the attention of a responsible person any perceived shortcoming in our safety arrangements or any defects in work equipment.

Application should be lodged in writing stating name, age, qualification and curriculum vitae with supporting references and provided to the Chief Secretary department or the Director of Human Resources & Labour no later than **5.00pm, Wednesday 28th November, 2012.**

Dated this 14th day of November, 2012.

BERNARD GRUNDLER
ACTING CHIEF SECRETARY.
