



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

No. 131

21st August, 2013

Nauru

G.N. No. 630 / 2013

APPOINTMENT OF ACTING DIRECTOR OF POLICE

It is notified for general information that Cabinet at its meeting held on Tuesday, 20th August, 2013 and pursuant to Section 6(1) of the Nauru Police Act has approved the appointment of Mr. Corey Caleb to act as Director of Police effective Monday 19th August, 2013 until further notice.

DATED this 21st day of August, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 631 / 2013

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 18th April, 2013;

DEPARTMENT OF HOME AFFAIRS
(Lands and Survey)

<u>NAME</u>	<u>DESIGNATION</u>	<u>SALARY LEVEL</u>
Michael Jeremiah	Chainman	\$4,811pa (L1.2)

DATED this 16th day of August, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 632 / 2013

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 6th August, 2013;

DEPARTMENT OF COMMERCE, INDUSTRY AND ENVIRONMENT

<u>NAME</u>	<u>DESIGNATION</u>	<u>SALARY LEVEL</u>
Porky Aeomage	Security Officer	\$4,522pa (L1.1)

Dated this 16th day of August, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 633 / 2013

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 JUSTICE & BORDER CONTROL

POSITION : Para-Legal Officer
SALARY : \$7,993pa (L6.1)

Main Objectives of role

- Provision of assistant to the Department of Justice and Border Control in the effective and efficient delivery including administration duties of the Department's services;

DUTIES:

- Drafting of letters to Heads of Department/Chief Secretary/Minister and President
- Assist in the Examining documentations of Business License and Citizenship Applications
- Managing files and Filing for Corporations/Trademarks/Patents
- Managing files and Filings for District Court and Supreme Court documents
- Attend and observe District and Supreme Sessions and report

G.N. No. 633 / 2013(cont'd)

- Assist Secretary for Justice, Solicitors General and Principal Legal Lawyers during Court sessions
- Assist as required in civil and criminal litigation
- Other given tasks given by the Secretary for Justice

QUALIFICATIONS:

- A minimum of year 12 education and other qualification relevant to the job;
- Have experience in legal instrumentalities
- A good command of written and spoken English is essential;
- Willingness to learn, share new knowledge and ideas with others;
- Capable and motivated, must be reliable and energetic;
- Must have sober habit
- Must be able to attend work at odd hours
- Must have a drivers license
- Must be Computer Literate in Microsoft Word, Excel, Powerpoint,

Applications should be submitted to the Chief Secretary or Director of Human Resource & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than **5pm, Wednesday 30th August, 2013.**

Dated 16th day of August, 2013

Bernard Grundler
CHIEF SECRETARY

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 JUSTICE & BORDER CONTROL

POSITION : PROSECUTION CLERK

SALARY : \$5,389pa (L2.2) - \$207.27

DUTIES:

- Maintain proper filing system for the department
- Manage court cases/documents filing
- Regard any cases and documents as highly confidential
- Assist Director of Public Prosecutions in performing secretarial duties
- Perform any other duties as may be required by the Director for public Prosecutions

QUALIFICATION:

- Minimum of year 12 education
- Able to both academically speak and write the English language
- Able to work excessive hours
- Should be computer literate
- Must have good secretarial and administrative skills
- Sober habits and good character
- Must have drivers license
- Punctual and efficient.

Applications should be submitted to the Chief Secretary or Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than 5pm Wednesday 28th August, 2013.

Dated 19th day of August, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
SECTION 15: VACANCY

Applications are invited from Nauruans inside and outside the Public Service for appointment, transfer or promotion to the following position;

DEPARTMENT OF JUSTICE & BORDER CONTROL

POSITION : Clerk – Curator

SALARY SCALE : \$5, 389pa (L2.2) - \$207.27

DUTIES:

- Administrative duties
- To perform typing duties
- Manage filing and records
- Library and book keeping
- Delivery of Curator banking
- Ensure Curator cheques are distributed
- Ensure Court injunctions are correct
- All gazettal estates are updated
- Answer to incoming/outgoing phone calls
- Other duties as required by the Curator of Interstates and Estates

QUALIFICATION:

- Secretarial training
- Motivated, purchased and reliable
- Minimum of Year 12 Education
- Have good command of written and spoken English
- Must have a Driver's License
- Computer Literate in Microsoft and Excel

Applications should be lodged in writing or electronically word processed stating name, age, qualifications and curriculum vitae with relevant attachments provided to the Chief Secretary's office or the Director of Human Resource & Labour no later than 5:00pm, Wednesday 28th August, 2013.

Dated this 19th day of August, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 636 / 2013

PUBLIC SERVICE ACT 1998
SECTION 15: VACANCY

Applications are invited from Nauruans inside and outside the Public Service for appointment, transfer or promotion to the following position;

DEPARTMENT OF JUSTICE & BORDER CONTROL

POSITION : Clerical Officer

SALARY SCALE : \$5,101pa (L2.1) - \$196.19

DUTIES:

- To perform typing duties
- Manage filing and records
- Library and book keeping
- Delivery of office mail
- Ensure all legislation are available in the department
- Prepare copy(s) of legislation(s) purchased by the Public
- Screening and registering of Business License and Operators
- To monitor Business and prepare reports for any breaches
- Answer to incoming/outgoing phone calls
- Other duties as required by Head of Department

QUALIFICATIONS:

- Secretarial training
- Motivated, punctual and reliable
- Minimum of Year 12 Education
- Have good command of writing and spoken English
- Must have a Driver's License
- Computer Literate

Applications should be lodge in writing or electronically word processed stating name, age, qualifications and curriculum vitae with relevant attachments provided to the Chief Secretary's office or the Director of Human Resource & Labour no later than 5:00pm. Wednesday 28th August, 2013.

Dated this 19th day of August, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 637 / 2013

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

Applicaton are invited from Nauruans both inside and outside of the Public Service for appointment, transfer or promotin to the following position:

DEPARTMENT OF JUSTICE AND BORDER CONTROL

POSITION : Customs Operation Officer

NO. OF VACANCIES : 1

SALARY SCALE : \$5,986pa (L3.2)

DUTIES AND RESPONSIBILITIES: Responsible to the Principal Customs Officer:

1. Conducts surveillance, inspection and patrol by foot, vehicle, boat or aircraft at assigned points of entry into the nation to prohibit smuggled merchandise and contraband and to detect violations of Customs and related laws: inspects vessels, aircraft and vehicles at docking, landing, crossing and entry points.
2. Establishes working rapport with local residents, law enforcement agencies and businesses.
3. Observes activity and regularity of vessels, planes, cargo and storage arrangements in assigned area.
4. Gathers and evaluates information from informers and other sources.
5. Locates and apprehends customs violators.
6. Assists in developing and testing new enforcement techniques and equipments

QUALIFICATION:

1. A minimum year 12 education or other qualification relevant to the job;
2. A good command for written and spoken English is essential;
3. Must be computer literate;
4. Must be reliable and energetic;
5. Must be of sober habits;
6. Must be able to attend work with the community, and must report and present at regional meeting/workshop.

Application 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 and Labour no later than 5.00pm, Friday, 30th August, 2013.

DATED this 16th day of August, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 638 / 2013

ENGAGEMENT TO MARRY

NAME OF PARTIES : Ad-Astra Benjamin of Boe District and
Elisha Karl also from Boe District.

Previn Dame of Uaboe District and
Hannah Reiyetsi of Buada District.

Iyongo Aubiak of Uaboe District and
Nelly Dageago of Buada District

Bodie Buramen of Anetan District and
Abania Bill also from Anetan District.

DATE OF ENGAGEMENT : 10th August, 2013
16th August, 2013
16th August, 2013
12th January, 2013

HON. BARON DIVAVESI WAQA, MP
MINISTER IN CHARGE
