



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

No. 37

25th March, 2015

Nauru

G. N. No. 139 / 2015

APPOINTMENT OF INFORMATION COMMUNICATION & TECHNOLOGY ADVISOR

It is notified for general information that Cabinet at its meeting held on 13th March, 2015 and in pursuance to Article 68, clause (3) of the Constitution of Nauru approved the appointment of Mr. Sanjay Bhaskaran as Special ICT Advisor to the Minister for Telecommunications, for a period of one year.

Dated this 17th day of March, 2015

**BERNARD GRUNDLER
CHIEF SECRETARY**

G. N. No. 140 / 2015

APPOINTMENT OF ACTING SECRETARY FOR FINANCE

It is notified for general information that Cabinet at its meeting held on 13th March, 2015 and in pursuance to Article 68, clause (3) of the Constitution of Nauru approved the appointment of Mr. Andy Cain to act as Secretary for Finance effective 16th March, 2015 until the return of the substantive Secretary Mr. Martin Hunt.

Dated this 19th day of March, 2015

**BERNARD GRUNDLER
CHIEF SECRETARY**

No. 37

25th March, 2015

Nauru

G. N. No. 141 / 2015

APPOINTMENT OF ACTING SECRETARY FOR LAND MANAGEMENT

It is notified for general information that Cabinet at its meeting held on 13th March, 2015 and in pursuance to Article 68, clause (3) of the Constitution of Nauru approved the appointment of Mr. Wess Tamakin to act as Secretary for Land Management effective 16th March, 2015 until the return of the substantive Secretary Mr. Fabian Ribauw.

Dated this 19th day of March, 2015

BERNARD GRUNDLER
CHIEF SECRETARY

G. N. No. 142 / 2015

APPOINTMENT OF ACTING DIRECTOR OF AUDIT

It is notified for general information that Cabinet at its meeting held on 13th March, 2015 and in pursuance to Article 68, clause (3) of the Constitution of Nauru approved the appointment of Mrs. Gillian Itsimaera to act as Director of Audit effective 21st March, 2015 until the return of the substantive Director Of Audit Mr. Manoharan Nair.

Dated this 19th day of March, 2015

BERNARD GRUNDLER
CHIEF SECRETARY

G. N. No. 143 / 2015

BUSINESS LICENCES ACT 2011

In exercise of the powers in that behalf vested in the Minister for Justice under section 14 of the Business Licences Act 2011, I, HON. DAVID ADEANG M.P, Minister for Justice and Border Control, Do hereby authorise the following officers to be authorised officers of the Business Licences Act 2011.

- Brenda Soriano
- Alina Amwano

I further authorise the authorised officers to exercise their duties in accordance with section 12 of Business License Act 2011.

Given under my hand this 20th day of March 2015

HON. DAVID ADEANG, MP
MINISTER FOR JUSTICE AND BORDER CONTROL

G. N. No. 144 / 2015

PUBLIC SERVICE ACT 1998
VACANCY: SECTION 15

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

DEPARTMENT OF TRANSPORT
(Secretariat)

POSITION : Administrative Assistant
SALARY LEVEL : Band 5 (\$8175)

PRIMARY PURPOSE OF THIS POSITION

The primary responsibility of this position is to assist the Administrative officer in the management of the Secretariat in an effective and efficient manner.

RESPONSIBILITIES:

- . Manage and organise the library and personnel
- . Relieve the Administrative officers as and when required
- . Assist maintaining daily budget-revenue and expenditure
- . Assist with the process of payment Vouchers and its register
- . Assist in the management of officer equipment (s) and stationeries by maintaining statistics and inventory

G. N. No. 144 / 2015 (Cont'd)

- . Ensure all store and stock items are neatly stocked and replenished on a timely basis
- . Ensure update of library materials and disseminating training programmes
- . Be responsible in managing staff/personnel matters
- . Maintain updates of ICAO amendments and other necessary library material
- . Any other duties as directed by the Administrative Officer (Secretariat)

KNOWLEDGE SKILLS AND EXPERIENCE:

- . Have experience in librarianship and personnel administration
- . Knowledge in general accounting and administrative duties
- . Good public relations and customer services skills
- . Ability and know how to work with MYOB and produce documents to high standard of presenting and output using Microsoft office
- . Excellent organizational abilities, including the ability to plan, prioritize and coordinate workload in order to meet conflicting deadlines
- . Ability to exercise discretion and maintain confidentiality
- . Ability to communicate effectively both verbally and in writing
- . Ability to work within a team environment and under own supervision using initiative
- . Be honest, proactive, innovative and efficient.

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 Secretary for Corporate Services no later than 10th April, 2015.

Dated this 11th day of March, 2015.

BERNARD GRUNDLER
CHIEF SECRETARY

No. 37

25th March, 2015

Nauru

G. N. No. 145 / 2015

CERTIFICATION OF ACT

It is notified for general information that the speaker certified the following Act which has been passed by the parliament of Nauru and presented to him for his certification:

<u>NO. OF ACT</u>	<u>TITLE</u>	<u>DATE CERTIFIED</u>
No. 3 of 2015	Supplementary Appropriation Act 2014-2015 no.7	24 th March, 2015
No. 4 of 2015	Adoption of Children (Amendment) Act 2015	24 th March, 2015
No. 5 of 2015	Naoero Citizenship (Amendment) Act 2015	24 th March, 2015
No. 6 of 2015	Motor Traffic (Amendment) Act 2015	24 th March, 2015
No. 7 of 2015	Nauru Police Force (Amendment) Act 2015	24 th March, 2015

Dated this 24th day of March, 2015

GABRISSA HARTMAN
ACTING CLERK OF PARLIAMENT
