



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

No.133

3rd December, 2008

Nauru

G.N.No. 447 / 2008

VACANCY

Applications are invited to Nauruans for appointment to the following position:-

NAURU HIGH COMMISSION
SUVA, FIJI

POSITION : WELFARE OFFICER

DUTIES : The Welfare Officer will be a locally recruited position responsible to the High Commissioner through the First Secretary for;

- The general welfare of mainly the Nauruan students and patients in Fiji and also Nauruan nationals in Fiji requesting assistance;
- Providing assistance to students including:
 - applying for placements and confirming enrolments at various schools in Fiji for new students
 - overseeing students' arrival at the beginning of the year and repatriation at the end of the year;
 - ordering and purchasing students school and hostel requirements;
 - distribution of students' allowances and school and hostel requirements when required;
 - attending Parents and Teachers Interviews and collecting School Reports;
 - meeting and liaising with School Administrations to keep track and report on progress of students;
 - keep individual files and analytical assessments of each Government student for record purposes;
 - providing counselling to Nauruan students when necessary;
 - maintain correspondence and make recommendations on various student matters to the High Commissioner;
 - arranging and organizing travel, meals, and accommodation for students and chaperones during term holidays, long weekends or any other reasons that may arise e.g. unexpected closure of hostels, communicable diseases, etc...and
 - providing assistance to private students according to GON policy; and
 - providing, through the High Commissioner, progress reports on students performance and responses to queries from the Education Department.

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- Assisting in the smooth operation of Overseas Medical Referrals (OMRs) to Fiji including other requests by the Health Department on Nauru.
 - arranging appointments with specialists mainly at Suva Private Hospital;
 - accompanying OMRs for medical appointments and visiting them regularly to ensure their well-being;
 - liaising with respective Health professionals mainly in Suva Private Hospital in Fiji to keep track of and report on the progress of the patients; ensure that treatment is given as per approval and that billing is correct and is properly invoiced and paid;
 - requesting and disbursing expenses mainly for daily allowances and accommodation for OMRs during treatment in Fiji;
 - providing regular Medical and Financial Reports for Nauru Health;
 - make queries when requested by Nauru Health e.g. obtaining and purchasing hospital supplies if required; and
 - providing, through the High Commissioner, regular reports on the status and progress of patients and responses to queries from Nauru Health.

- General Administrative and any other duties as required by the First Secretary and the High Commissioner.

QUALIFICATIONS:

- Should be committed to the tasks, efficient and compassionate;
- Must possess an appropriate level of experience and competency to assist the High Commissioner in administration tasks related to the functions of the positions;
- Must be an upstanding citizen of Nauru with sober habits;
- Must be proficient in English language, both written and oral, but must also be fluent in speaking and written Nauruan;
- Must be physically and mentally able to effectively carry out the responsibilities of the position;
- Must have the maturity and ability to work effectively without close supervision;
- Must be able to understand and assist in the effective implementation of the Foreign Affairs and Trade Policy Statement; the National Sustainable Development Strategy;
- Should be familiar with and committed to assist in the pursuit of related or other government objectives and strategies; and
- Must accept and be able to enjoy the terms and conditions offered.

Applications should be lodged in writing stating name, age, qualification and Curriculum Vitae provided to the Department of Foreign Affairs no later than Friday, 12th December, 2008.

Dated this 27th day of November, 2008.

KIM AROI
ACTING CHIEF SECRETARY.

No.133

3rd December, 2008

Nauru

G.N.No. 448 / 2008

VACANCY

Applications are invited from both inside and outside the Public Service for appointment to the following position:-

NAURU HIGH COMMISSION
SUVA, FIJI

POSITIONS : ADMINISTRATION OFFICER/PERSONAL ASSISTANT

DUTIES : The Administration Officer/Personal Assistant will be responsible to the High Commissioner for:

- Efficient running of the High Commissioner in terms of adhering to office policies/procedures/protocol and staffing policies/regulations;
- All secretarial needs of the High Commissioner which includes typing, communication, arranging travel and accommodation, diary keeping and official appointments and filing.
- Timely submission of draft reports from other officers to the High Commissioner;
- Ordering and maintaining office stationary and equipment supplies;
- Assisting the High Commissioner in matters regarding official residence and transportation; and
- Assisting and facilitating the work of other staff as required; and
- Any other duties as directed by the High Commissioner

QUALIFICATIONS: The AO/PA is someone who is qualified and experienced in office administration and secretarial services and who is respectful, efficient and able to work with others productively.

Applications should be lodged in writing stating name, age, qualification and Curriculum Vitae provided to the Chief Secretary's Office or Director of Human Resources no later than Thursday, 11th December, 2008.

Dated this 27th day of November, 2008.

KIM AROI
ACTING CHIEF SECRETARY.

No.133

3rd December, 2008

Nauru

G.N.No. 449 / 2008

VACANCY

Applications are invited from both inside and outside the Public Service for appointment to the following position:-

NAURU HIGH COMMISSION
SUVA, FIJI

POSITION : ACCOUNTS OFFICER

DUTIES : The Accounts Officer will be responsible to the High Commissioner through the First Secretary for the:

• **Daily/Weekly:**

- Raising of payment vouchers(PVs) for the High Commission expenses for submission to the Department of Foreign Affairs(copying the Department of Finance) by email for authorization and processing;
- Preparing and collating PVs for monthly checks and balances;
- Keeping files of expenses and providing information as required;
- Preparing payments for invoices and bills;
- Updating actual-system;
- Making enquiries and requests for quotations;
- Ordering Office supplies; and
- Assisting other officers if required

• **Monthly:**

- sending actual-system with Bank statements;
- reconcile Imprest Account and make copies for auditors;
- Provide monthly Cash Plans for approval and submission as part of the Office monthly report; and
- Preparing tax claims for fuel and oil and submit for processing

• **Yearly**

- Consistently assist with checks and balances
- Assist the First Secretary and other staff with the Office Budget submission.

Qualities:

The Accounts Officer is someone who is qualified and experienced in accounts and who should be trustworthy, efficient and of sober habit.

Application should be lodged in writing stating name, age, qualification and Curriculum Vitae provided to the Chief Secretary's Office or Director of Human Resources no later than Thursday, 11th December, 2008.

Dated this 27th day of November, 2008.

KIM AROI
ACTING CHIEF SECRETARY.

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G.N.No. 450 / 2008

PUBLIC SERVICE ACT 1998
SECTION 15 (5 & 6)
NOTICE OF PROMOTION

The provisional promotion of the following officer took effect from 24th November, 2008 is hereby notified:-

DEPARTMENT OF AUDIT

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Mr. Lui Eoeao	Senior Examiner of Accounts \$6,419 p.a. (5.2)	Auditor 6,670 p.a. (5.3)

Any officer of the Public Service may appeal to the above promotion under Section 20 of the Public Service Act 1998. Appeals should be based on one or the other clause set out in Section 20 (2 a, b)) of the Act, and should be lodged in writing stating the ground(s) of appeal to the Chief Secretary within seven (7) days after the date of this Gazette.

Dated this 25th day of November, 2008.

KIM AROI
ACTING CHIEF SECRETARY

G.N.No. 451 / 2008

NAURU POLICE FORCE ACT 1972
RESIGNATION – SECTION 12 (2)

It is notified for general information that the following officer's resignation has been accepted effective from 26th November, 2008.

DEPARTMENT OF NAURU POLICE FORCE

<u>NAME</u>	<u>DESIGNATION</u>	<u>SALARY</u>
Mr. Paulus Dongobir	Constable	\$4,416 p.a (2.1)

Dated this 27th day of November, 2008.

ROBERT LEHMANN
COMMISSIONER OF POLICE

G.N.No. 452 / 2008

CORRIGENDUM

In Government Gazette No.124/2008 G.N.No.420/2008 on page 2 :

DELETE: **REVOCATION & APPOINTMENT OF BOARD OF DIRECTORS OF
CENPAC DOWNTOWNER PTY. L.T.D. MELBOURNE**

INSERT: **REVOCATION & APPOINTMENT OF BOARD OF DIRECTORS OF
CENTRAL PACIFIC DOWNTOWNER PTY. L.T.D. MELBOURNE**

GAZETTE OFFICER

G.N.No. 453 / 2008

SUCCESSION, PROBATE AND ADMINISTRATION ACT 1976
NOTICE UNDER SECTION 55 OF THE ACT
DECEASED ESTATES

PERSONALTY ESTATE OF THE LATE THOMAS SILK

The Curator of Intestate Estates has hereby determined that ALL Personalty Estates such as: Aerodrome Rentals, Land Rentals, RONWAN Interest, Royalties, Salaries, Final Entitlements, Passbook and all other residual funds (if any) of the Late THOMAS SILK goes to the surviving wife, namely GEORGINA SILK.

Creditors and others having claims against the above determinations may send into the Curator of Intestate Estates within thirty (30) days of this Gazette Notice, after which date the said Curator shall distribute the assets of the deceased, or any part thereof amongst the beneficiaries having regards only to the claims of which he has then received notice.

KELSON T. TAMAKIN
CURATOR OF INTESTATE ESTATES

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G.N.No. 454 / 2008

ENGAGEMENT

NAME OF PARTIES: WILLIE TUSI TEABUGE of Boe District and
MARIA ATSIME of Denigomodu District.

VERN MOBIT of Aiwo District and
JANNA OLSSON of Nibok District.

MAXEN ADUN of Nibok District and
SAMARA QUADINA of Baitsi District.

DATE OF ENGAGEMENT: 28th December, 2008

28th December, 2008

11th December, 2008

HON. MARCUS STEPHEN, M.P.
MINISTER IN CHARGE

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BIRTHS, DEATHS AND MARRIAGES
ORDINANCE 1957 – 1967

Births, Deaths and Marriages registered the week ended 28th November, 2008 were:-

BIRTHS

1. Nauruan:-

NAME	DATE OF BIRTH	SEX	TRIBE	REG'D DISTRICT	MOTHER'S NAME
Dailynn Ambosha Bernadette	10/11/2004	F	Eamwitmwit	Baitsi	Dora Grundler
Hephzirah Silvarina Unice	26/11/2004	F	Eamwitmwit	Buada	Lawde Simon
Boxen	26/12/2004	M	Eamwit	Anabar	Enugu Teabuge
JD Hercules Sivivatu	18/06/2005	F	Deiboe	Meneng	Paulika Kanth
Gevin Brando Gyva	09/05/2006	M	Eamwitmwit	Baitsi	Maria Dongobir
Jorel EJ Mushu	11/06/2006	M	Iruwa	Buada	Eibaoeda Clare Aeomage
Blessing Grace	26/08/2006	F	Eamwitmwit	Buada	Manna Dhana Ledua
Xavier-Jess Jay-Z CAIN	16/10/2007	M	Iruwa	Boe	Abba Batsiua
Titus Steve	08/11/2007	M	Eamwitmwit	Buada	Lawde Simon
Emma-vae Alexia Messa	08/11/2007	F	Eamwit	Ijuw	Wenona Deiye
Jehovah-Jirah Immaus	13/11/2007	M	Eamwit	Buada	Sheeba Scotty

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Rotando CharlesjohnpaulIII Bill- Kakzru	18/12/2007	M	Eamwitmwit	Yaren	Vannia Kepae
Anna-Elisa	28/02/2008	F	Eamwit	Yaren	Corona Aboubo
Chuck Beowulf Adalbert BOP	23/04/2008	M	Deiboe	Meneng	Labionda Kepae
Kaziuz Junnio Jeremiah	22/06/2008	M	Eamwitara	Yaren	Everest Cain
Noah Hope Chap	29/06/2008	M	Iruwa	Anetan	Masina Adire
Uro Goly DJ-Kul	09/07/2008	M	Eamwitmwit	Meneng	Syntyche Ratabwiy
Shanancy Antalisha	10/08/2008	F	Eamwitmwit	Baitsi	Maria Dongobir
Jenica Adenna Jazie	05/10/2008	F	Eamwit	Anibare	Glenys Joram
Mybless Melcan Melody ADEANG	11/10/2008	F	Iruwa	Anibare	Sharinee Olsson
Lavi-I-Care Equed-Zow- Iyan Zion Cliche	13/10/2008	F	Eamwitmwit	Buada	Manna Dhana Ledua

2. Chinese:-

NAME	DATE OF BIRTH	SEX	RESIDENCE
LIU Zeng Yong	10/07/2008	Male	Nauru

3. Philippine:-

NAME	DATE OF BIRTH	SEX	RESIDENCE
Stephon Naoero YAP	07/04/2006	Male	Boe District

DEATHS

1. NAURUAN:-

<u>NAME</u>	<u>DATE OF DEATH</u>	<u>SEX</u>	<u>TRIBE</u>	<u>AGE</u>	<u>REG'D DISTRICT</u>
Macrina Kaisala	28/08/08	Female	Iruwa	47yrs	Yaren
Neil Tagamoun	01/11/08	Male	Iruwa	50yrs	Ijuw
Eric Itsimaera	14/11/08	Male	Emangum	48yrs	Nibok
Esther Diringa	23/11/08	Female	Eamwit	54yrs	Meneng
Marie Bop	27/11/08	Female	Eamwit	56yrs	Anabar

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MARRIAGE

INGIBTEBO EOE of Yaren District and **MINERVA HARRIS** of Meneng District on the 21st March 2007, by Pastor Tamaiti Willie Star at the Meneng Congregational Church.

J-ON DAGEAGO of Ewa District and **STEPHANIE DEGIA** of Yaren District on the 31st October 2008, by Reverend David Aingimea at the Assemblies of God, Nauru.

JURONG BATIUA of Denigomodu District and **DELTA BIANG** of Yaren District on the 7th November 2008, by Pastor Stanley Dabuae at the Meneng Church.

RAMLUS SAMSON of Uaboe District and **CASSANDRA ROSEKATO TATUM** of Buada District on the 21st November 2008, by Pastor Stanley Dabuae at the Nauru Congregational Church.

GABOR DEIRERAGEA of Anabar District and **HALANGA LITIA** of Boe District on the 22nd November 2008, by Pastor Stanley Dabuae at the Tsiminita Memorial Church, Denigomodu District.

M.B. CAIN
DEPUTY REGISTRAR
BIRTHS, DEATHS & MARRIAGES
