



REPUBLIC OF NAURU
GOVERNMENT GAZETTE
PUBLISHED BY AUTHORITY

No. 109

28th October, 2009

Nauru

G.N.No. 406 / 2009

PUBLIC SERVICE ACT 1998
SECTION 10

CREATION OF NEW POSITION

PURSUANT TO the powers in that behalf vested in me, under Section 10, subsection (1), (a) of the Public Service Act 1998, I, HON. MARCUS STEPHEN M.P., President and Minister responsible for the Public Service, DO HEREBY, with immediate effect, create the following new position:-

DEPARTMENT OF TRANSPORT & TELECOMMUNICATION

<u>DESIGNATION OF OFFICE</u>	<u>NO. OF POSITION</u>	<u>SALARY SCALE</u>
ICT Officer	1	\$6,670 pa (5.3)

Dated this Fourteenth day of the month of October, Two Thousand and Nine.

HON. MARCUS STEPHEN M.P.
PRESIDENT
&
MINISTER FOR THE PUBLIC SERVICE

No. 109

28th October, 2009

Nauru

G.N.No. 407 / 2009

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 HEALTH & MEDICAL SERVICES

POSITION : INFRASTRUCTURE MANAGER
SALARY/SCALE : \$6,920 pa (6.1)

PRIMARY PURPOSE OF POSITION:

The Infrastructure Manager is to provide continued management and maintenance of the health department plant and equipments that include genset, reverse osmosis unit, oxygen plant, hyperbaric unit, mortuary and the incinerator, and is also responsible for the maintenance and repair of all vehicles in the Health Department, building infrastructure of both hospitals (Public Health and RON hospital) and other medical/non medical equipments ensuring that these are maintained in working order.

The position is also responsible in the daily management of staff in coordinating and delegating tasks, while reporting to the Director of Administration.

DUTIES AND RESPONSIBILITIES:

- Assist the Director of Administration in preparations and sustainability of the Health Budget including other duties as assigned;
- Maintain weekly update on the database of inventory list of Health Department assets (medical and non medical) including health infrastructures and utilities systems;
- Coordinate with appropriate technical and mechanical services for continued maintenance of Health Department assets (medical and non medical) including health infrastructures and utilities systems;
- Provide a report of activities on a monthly basis;
- Responsible for procurement of health repairs & maintenance requirements and replenishments;
- Assist and ensure ongoing training and development of subordinates;
- Maintain weekly update of job card requests and requirements;
- Daily management of staff and monitoring of work performance;
- Maintain confidentiality of any information received in the work place at all times;
- Undertake quality assurance activities;
- Perform other duties as may be assigned by the Health Senior Management Team.

QUALIFICATION & EXPERIENCE

- Year 12 level of education and certificate/diploma in management or equivalent is an advantage;
- Minimum of 3 years experience in senior management position;
- Must possess leadership qualities to be able to coordinate and delegate staff and duties;
- Must possess basic computer knowledge in essentially MS Office programs;
- Good command of written and oral English;
- Displays professionalism, tact, courtesy, discretion and respect confidentiality;
- Must be able to work both independently and cooperatively in a team environment.

Applications should be lodged in writing or electronically word processed stating name, age, qualification and curriculum vitae provided to the Chief Secretary's Department or the Director of Human Resources & Labour no later than Friday 6th November 2009, 5.00 pm.

Dated this 22nd day of October, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 408 / 2009

APPOINTMENT OF ACTING CHIEF SECRETARY & SECRETARY TO CABINET

It is notified for general information that Cabinet at its meeting held on 23rd October, 2009 and pursuant to Article 25 Clause 1 of the Constitution of Nauru, approved the appointment of Ms. Kim Aroi to act as Chief Secretary and Secretary to Cabinet with effect from 26th October, 2009 and until the return of the Chief Secretary Mrs. Camilla Solomon on 2nd November, 2009.

APPOINTMENT OF ACTING SECRETARY FOR EDUCATION

It is notified for general information that Cabinet at its meeting held on 23rd October, 2009 and pursuant to Article 68 Clause 3 of the Constitution of Nauru, approved the appointment of Mr. Michael Longhurst to act as Secretary for Education with effect from 19th October, 2009 and until the return of the Secretary Dr. Maria Gaiyabu.

APPOINTMENT OF ACTING SECRETARY FOR HEALTH & MEDICAL SERVICES

It is notified for general information that Cabinet at its meeting held on 23rd October, 2009 and pursuant to Article 68 Clause 3 of the Constitution of Nauru, approved the appointment of Mr. Norman Powell to act as Secretary for Health & Medical Services with effect from 26th October, 2009 and until the return of the Secretary Dr. Sunia Soakai.

Dated this 23rd day of October, 2009

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 409 / 2009

PUBLIC SERVICE ACT 1998
SECTION 12 - NOTICE OF APPOINTMENT

The following appointment is hereby notified for general information:-

DEPARTMENT OF TRANSPORT & TELECOMMUNICATION

<u>NAME</u>	<u>POSITION</u>	<u>SALARY LEVEL</u>
Robinson Demaunga	ICT Officer	\$6,670 pa (5.3)

Dated this 22nd day of October. 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

No. 109

28th October, 2009

Nauru

G.N.No. 410 / 2009

PUBLIC SERVICE ACT 1998
SECTION 52 (2)

RETIREMENT FROM THE PUBLIC SERVICE

It is notified for general information that Ms. Elizabeth Duburiya took retirement from the Nauru Public Service with effect from 7th August, 2009.

RETIREMENT FROM THE PUBLIC SERVICE

It is notified for general information that Mrs. Marieta Deidenang took retirement from the Nauru Public Service with effect from 7th August, 2009.

Dated this 22nd day of October, 2009.

CAMILLA SOLOMON
CHIEF SECRETARY

G.N.No. 411 / 2009

ENGAGEMENT TO MARRY

NAME OF PARTIES: Marcho Denuga of Uaboe District and
 Estelle Gourab of Nibok District

DATE OF ENGAGEMENT: 25th April, 2009

HON. MARCUS STEPHEN M.P.
MINISTER IN CHARGE
