



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

---

No. 17

06<sup>th</sup> February, 2013

Nauru

---

G.N. No. 86 / 2013

**APPOINTMENT OF ACTING SECRETARY FOR FOREIGN AFFAIRS & TRADE**

It is notified for general information that Cabinet at its meeting held on Wednesday 30<sup>th</sup> January, 2013 and pursuant to Article 68, Clause 3 of the Constitution of Nauru approved the appointment of Mr. Peter Jacob to act as Secretary for Foreign Affairs and Trade, effective from 30<sup>th</sup> January, 2013 until the return of Mr. Michael Aroi.

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER  
ACTING CHIEF SECRETARY**

---

G.N. No. 87 / 2013

**APPOINTMENT OF ACTING SECRETARY FOR TRANSPORT**

It is notified for general information that Cabinet at its meeting held on Monday 04<sup>th</sup> February, 2013 and pursuant to Article 68, Clause 3 of the Constitution of Nauru approved the appointment of Ms. Melaney Bill to act as Secretary for Transport, effective from 04<sup>th</sup> February, 2013 until the return of the substantive Secretary for Transport, Mr. Lesi Olsson on the 06<sup>th</sup> February, 2013.

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER  
ACTING CHIEF SECRETARY**

---

G.N. No. 88 / 2013

**PUBLIC SERVICE ACT 1998  
NOTICE OF TRANSFER**

The transfer of the following officer's is hereby notified with immediate effect.

**DEPARTMENT OF EDUCATION**

<u>NAME</u>	<u>TRANSFERRED FROM</u>	<u>TRANSFERRED TO</u>
Melissa Ika	Principal (Nauru College) \$8,571pa (L7.1)	Curriculum Manager \$8,571pa (L7.1)
Jocelyn Addi	Principal (Primary School) \$8,283pa (L6.2)	Assistant Director of Youth Affairs \$8,283pa (L6.2)

Dated this 29<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER  
ACTING CHIEF SECRETARY**

---

G.N. No. 89 / 2013

**PUBLIC SERVICE ACT 1998**  
**NOTICE OF PROMOTION**

The provisional promotion of the following officer is hereby notified for public notification with immediate effect.

**DEPARTMENT OF HEALTH & MEDICAL SERVICES**

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Janella Deduna	Clerical Officer \$5,101pa (L2.1)	Health Information Clerk \$5,679pa (L3.1)

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 promotion is notified in the Gazette.

Dated this 29<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 90 / 2013

**PUBLIC SERVICE ACT 1998**  
**NOTICE OF PROMOTION**

The provisional promotion of the following officers is hereby notified for public notification with immediate effect.

**DEPARTMENT OF FOREIGN AFFAIRS & TRADE**

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Christiana Denitage	Assistant Director \$7,414pa (L5.2)	Director \$8,571pa (L7.1)
Anja Detageouwa	Desk Officer \$5,101pa (L2.1)	Assistant Director \$7,414pa (L5.2)
Unique Harris	Desk Officer \$5,101pa (L2.1)	Assistant Director \$7,414pa (L5.2)

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 is notified in the Gazette.

Dated this 29<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 91 / 2013

**PUBLIC SERVICE ACT 1998**  
**NOTICE OF PROMOTION**

The provisional promotion of the following officers is hereby notified for public notification.

**DEPARTMENT OF HOME AFFAIRS**  
*(Lands & Survey Restructure)*

<b><u>NAME</u></b>	<b><u>PROMOTED FROM</u></b>	<b><u>PROMOTED TO</u></b>
Madison Tsitsi	Clerical/Gov't Gazette Officer \$5,101pa (L2.1)	Draftsman \$5,679pa (L3.1)
Tahnee Tsitsi	Receptionist \$4,522pa (L1.1)	Clerical/Gov't Gazette Officer \$5,101pa (L2.1)
Tina Cain	Typist/Receptionist \$4,811pa (L1.2)	Senior Data Officer Ronwan \$5,679pa (L3.1)
Greg Garoa	Trainee Surveyor \$4,811pa (L1.2)	Surveyor \$5,389pa (2.2)

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 is notified in the Gazette.

Dated this 29<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 92 / 2013

**PUBLIC SERVICE ACT 1998**  
**RESIGNATION – SECTION 53 (1)**

It is notified for general information that the following resignation has been accepted effective from 04<sup>th</sup> February, 2013.

**DEPARTMENT OF EDUCATION**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY LEVEL</u></b>
Julie Ribauw	Teacher	\$7,125pa (5.1)

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

---

No. 17

06<sup>th</sup> February, 2013

Nauru

---

G.N. No. 93 / 2013

**NAURU POLICE FORCE ACT**  
**RESIGNATION – SECTION 12 (1) (2)**

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

**NAURU POLICE FORCE**

<b><u>NAME</u></b>	<b><u>DESIGNATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
Marcus Tom	Police Inspector	18 <sup>th</sup> January, 2013

Dated this 05<sup>th</sup> day of February, 2013.

**RICHARD BRITTEN**  
**COMMISSIONER OF POLICE**

---

G.N. No. 94 / 2013

**NAURU POLICE FORCE ACT**  
**RESIGNATION – SECTION 12 (1) (2)**

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

**NAURU POLICE FORCE**

<b><u>NAME</u></b>	<b><u>DESIGNATION</u></b>	<b><u>EFFECTIVE DATE</u></b>
Vasilissa Tannang	Police Constable	14 <sup>th</sup> January, 2013

Dated this 05<sup>th</sup> day of February, 2013.

**RICHARD BRITTEN**  
**COMMISSIONER OF POLICE**

---

G.N. No. 95 / 2013

**PUBLIC SERVICE ACT 1998**  
**RESIGNATION – SECTION 53 (1)**

It is notified for general information that the following resignation has been accepted effective 05<sup>th</sup> February, 2013.

**DEPARTMENT OF CHIEF SECRETARY**  
*(GON – Ware-House)*

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY LEVEL</u></b>
Anson Harris	Sub-Accountant	\$7,414pa (5.3)

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 96 / 2013

**PUBLIC SERVICE ACT 1998**  
**RESIGNATION – SECTION 53 (1)**

It is notified for general information that the following resignation has been accepted effective 07<sup>th</sup> January, 2013.

**DEPARTMENT OF EDUCATION**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY LEVEL</u></b>
Tiamo Edward	Caretaker/Cleaner	\$4,522pa (1.1)

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 97 / 2013

**PUBLIC SERVICE ACT 1998**  
**RESIGNATION – SECTION 53 (1)**

It is notified for general information that the following resignation has been accepted with effect from 21<sup>st</sup> January, 2013.

**DEPARTMENT OF EDUCATION**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY LEVEL</u></b>
Sylvanna Deireragea	Teacher (YPS)	\$6,125pa (5.1)

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 98 / 2013

**PUBLIC SERVICE ACT 1998**  
**RESIGNATION – SECTION 53 (1)**

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

**DEPARTMENT OF HEALTH & MEDICAL SERVICES**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>EFFECTIVE DATE</u></b>
Lisi Tsiode	Health Trainee	29 <sup>th</sup> January, 2013
Siobhan Wharton	Health Trainee	15 <sup>th</sup> February, 2013

Dated this 05<sup>th</sup> day of February, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 99 / 2013

**PUBLIC SERVICE ACT 1998**  
**VACANCY: SECTION 15**

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

**DEPARTMENT OF HEALTH & MEDICAL SERVICES**

POSITION : Kitchen Aide  
SALARY : \$4,374pa (1.2) - \$168.24

**DUTIES AND RESPONSIBILITIES:**

1. Responsible to the kitchen supervisor
2. Assist in loading and delivering of food to the hospital at the appropriate times
3. Make local pick ups and deliveries as required. This includes buying trips to vendors and food suppliers for deliveries and supplies
4. Responsible for cleaning the hospital transport on a daily basis
5. Must ensure that the oil and water levels of vehicle is checked daily and kept to the normal items
6. Responsible to report of vehicle breakdowns and mechanical problems for further action
7. Maintain documentation of vehicle running sheet and vehicle checklist
8. Undertake 8 hour x 2 shifts per day
14. And other duties as directed by supervisors/senior managers and dietician

**HEALTH AND SAFETY:**

- Be responsible to take reasonable care for his or 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 not been authorised 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.

**QUALIFICATION & EXPERIENCE:**

- Good written and oral communication skills (English and Nauruan);
- Healthy and of sober habits;
- Ability to undergo health training on health safety, basic life support, and infection control;
- Punctual, reliable, conscientious and willing to accept responsibility;
- Displays professionalism, tact, courtesy, discretion and respect confidentiality;
- Must be able to work both independently and cooperatively in a team environment;
- Must have a valid Driver's License.

Applications should be lodged in writing stating name, age, qualification and Curriculum Vitae to the Director of Human Resources & Labour or the Chief Secretary's Office no later than Friday 15<sup>th</sup> February, 2013.

Dated this 29<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

G.N. No. 100 / 2013

**PUBLIC SERVICE ACT 1998**  
**VACANCY: SECTION 15**

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

**DEPARTMENT OF LANDS TRANSPORT**  
***(DCA)***

POSITION : Staff Support Officer

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

**DUTIES & RESPONSIBILITIES:** Under the guidance of the Director of Civil Aviation, the incumbent will perform the following functions:-

- Support the Director in terms of technical policy and procurement of equipment and service;
- Manage all procurement activities;
- Following receipt of requisitions, ensure timely development, negotiation, and issuance of contracts and purchase orders, paying special attention to special technical and/or commercial requirements and other specifications;
- Initiate correspondence and undertake negotiations with field personnel, contractors, suppliers, etc., relating to specifications, costs, deliveries, and letter of tenders;
- Ensure timely and efficient liaison with the Finance Department and Justice Department for the contracts;
- Assist in developing policies and procedures related to procurement;
- Ensure stocks and supplies of all items are closely monitored;
- Stocktaking on a weekly and monthly period by preparation of a report;
- Supervise and prepare budgetary pricing information and statistical reports;
- Pursue administrative tasks such as process of payment vouchers, filing of all correspondences etc;
- Assist with the other administrative staff and their duties and responsibilities should any of them are away on leave etc.;
- Perform other related duties as may be required or as assigned by the DCA.

**DESIRABLE QUALIFICATIONS & EXPERIENCE:**

- Knowledge of ICAO structure, organization, practices, particularly in the area of technical cooperation activities and related procurement requirements;
- Knowledge of the procurement and contract rules, regulations and procedures of the RON Government through the Warehouse;
- Have experience in general administration or office practice;
- Knowledgeable in general accounting;
- Must be computer literate i.e. Microsoft Words & Excel, Powerpoint, internet;
- Have a good command of English and Nauruan, spoken or written;
- Have excellent customer service.

**ESSENTIAL SELECTION CRITERIA:**

- Judgment/decision-making: Demonstrate ability to take ownership of all responsibilities and to honour commitments, to exercise mature judgment, to recognize key issues.
- Communication : Ability to write clearly and concisely and to present articulate verbal reports;
- Managerial competencies: Ability to conduct negotiations with local contractors, government authorities, suppliers, etc. Ability to successfully manage and resolve conflict.
- Technological awareness: Ability to use contemporary office automation equipment, software, databases and automated procurement applications and systems.
- Teamwork: Ability to work collaboratively with colleagues to achieve organization goals and to maintain harmonious working relationships.

G.N. No. 100 / 2013 (cont'd)

- Client orientation: Ability to establish and maintain partnerships with external collaborators.
- Commitment to continuous learning: Willingness to keep abreast of new developments in the professional fields locally or overseas.

OTHER ADVANTAGES:

- Be of sober habits and
- Understands and respects the importance of having good work ethics;
- Holds a valid driver's license;
- No criminal record;
- Honest, proactive, innovative and efficient;

Applications should be submitted to the Acting Chief Secretary or Acting Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than 5pm, Tuesday, 12<sup>th</sup> February, 2013.

Dated this 30<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 101 / 2013

**PUBLIC SERVICE ACT 1998**  
**VACANCY: SECTION 15**

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

**DEPARTMENT OF LANDS TRANSPORT**  
**(DCA)**

POSITION : Safety Officer

SALARY : \$6,258pa (L4.1)

**PRIMARY ROLE:** Under the guidance of the Safety Quality Assurance Manager (SQAM), Safety Section, the incumbent will perform the following functions with respect to:

- The safety policy of the Directorate;
- Assisting the SQAM or the DCA implement safety;
- Develop, maintain, further enhance, recommend, develop and implement improvements to the data collection and archiving processes as well as other refinements intended to ensure data quality and validity;
- Develop processes and content necessary to effectively communicate the Directorate's safety analysis findings, including periodic safety bulletins as well as annual safety report;
- Assisting in the management of the safety office;
- Assisting in the preparation of reports for the DCA/Nauru Civil Aviation Authority (NCAA)
- Prepare working papers, studies, investigations etc. and filings of all correspondences including "CONFIDENTIAL" reports;
- Performing other related duties as may be required or as assigned by the SQAM or the DCA.



G.N. No. 101 / 2013 (cont'd)

**QUALIFICATIONS & EXPERIENCE:**

- Report preparation ability essential.
- Familiarity with ICAO Standards and Recommended Practices (SARPs).
- Must be computer literate (Microsoft Words, Excel, Power Point etc);
- Experience in working collaboratively with international organizations;
- Experience in general administration or office practice;
- A good command of oral and written English or Nauruan.

**ESSENTIAL SELECTION CRITERIA:**

*A. Academic qualifications*

Preferably in aviation science or technology combined with disciplines related to data management and applied statistics, or equivalent qualifications and experience OR has completed Year 11 or any other higher form of education.

*B. Professional experience and knowledge*

Preferably 2 years of experience in the management of analysis of safety data with a Civil Aviation Authority, a major international airline or a similar aviation related organization. A certificate level I in OHS (Occupation Health and Safety)

*C. Competencies:*

1. Judgment/decision-making: Proven ability to take ownership of all responsibilities and to honour commitments, to exercise mature judgment, to recognize key issues and analyze relevant information, to make feasible recommendations and to take sound decisions.
2. Communication: Ability to write clearly and concisely and to present articulate verbal reports.
3. Teamwork: Ability to work with colleagues to achieve the project goals and maintain harmonious working relationships in a multinational environment.
4. Planning and organization: Ability to establish and maintain partnerships with external collaborators. Ability to resolve and manage conflict
5. Leadership, vision and management of performance: Demonstrated ability to plan and guide the work of a technical team in a multinational environment, to identified priorities and adjust them as required.
6. Client Orientation: Ability to establish and maintain partnerships with external collaborators, to work and advocate effectively in a consensus-based system and to successfully manage and resolve conflict.
7. Commitment to continuous learning: Willingness to keep abreast of new developments in professional field.
8. Managerial: Ability to conduct high-level negotiations with government authorities, suppliers, etc. Ability to successfully manage and resolve conflict.
9. Technological awareness: Ability to use contemporary office automation equipment, software, databases.

**OTHER ADVANTAGES:**

- Be of sober habits and
- Understands and respects the importance of having good work ethics;
- Holds a valid driver's license;
- No criminal record;
- Honest, proactive, innovative and efficient;

Applications should be submitted to the Acting Chief Secretary or Acting Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than 5pm, Tuesday, 12<sup>th</sup> February, 2013.

Dated this 30<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

**PUBLIC SERVICE ACT 1998**  
**VACANCY: SECTION 15**

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

**DEPARTMENT OF FINANCE**  
*(Planning and Aid Division)*

POSITION : Director (Aid Management)

SALARY : \$8,862pa (L7.2)

**PRIMARY ROLE:** The position will be responsible for managing and coordinating aid flows to Nauru; monitoring and reporting of these aid flows to Government and donors; provision of sound advice to the Government on aid matters; and provide general support to Nauru's bilateral and multilateral aid planning.

The roles and responsibilities of the Director (Aid Management) are:

1. Lead a small team in the Aid Management Unit
2. Manage and coordinate all development assistance received by Nauru to ensure they are supportive of the priorities stated in the NSDS
3. Oversee the coordination and preparation of the Development Fund Quarterly Reports, Development Fund Annual Projections, Development Fund Annual Report and annual budget sections relating to donor funding.
4. Liaise with Technical Assistants as required to develop an aid management strategy and associated systems
5. Where required, engage in bilateral and multilateral discussions with development partners to ensure cost effectiveness of development assistance
6. In conjunction with the Sector Planning Unit, coordinate donor reporting and facilitate donor policy development
7. Effectively represent the Aid Management Unit at National Development Committee meetings, conferences, forums and seminars
8. Provide advice to the Minister and Cabinet on aid related matters including the preparation on cabinet submissions
9. Any other duties specified by the Deputy Secretary (Planning and Aid)

**REPORTING:**

The Director (Aid Management) will report to the Deputy Secretary (Planning and Aid). In addition, this position will liaise with the Secretary for Finance and other Head of Departments, AusAID and donors as required.

G.N. No. 102 / 2013 (cont'd)

**SELECTION CRITERIA:**

The Director (Aid Management) should have the following qualifications and experience.

1. Bachelor degree or substantial progress towards a degree in a relevant field such as development planning, economics, management, business or public sector policy and administration and five years' experience in a senior level position in Government
2. Good leadership capability
3. Knowledge of the planning cycle, design and management of programmes, projects and project management
4. Well developed analytical skills and attention to detail
5. Competent computer skills including familiarity with financial management systems
6. Financial management skills
7. Good interpersonal and communication skills
8. Good organisation skills and able to maintain accurate records
9. A capacity to work with an interdisciplinary perspective, including working outside normal office hours to achieve key deadlines
10. An understanding of the Public Service Act and a commitment to the values and principles this Act.

**DESIRABLE:**

- Knowledge of donor activities in Nauru and the Pacific
- Experience in preparing budgets

Applications should be submitted to the Acting Chief Secretary or Acting Director of Human Resources & Labour through writing or electronically word processed stating name, age, qualification and attached with curriculum vitae and other relevant references no later than 5:00pm, Tuesday, 12<sup>th</sup> January 2013.

Dated this 29<sup>th</sup> day of January, 2013.

**BERNARD GRUNDLER**  
**ACTING CHIEF SECRETARY**

---

G.N. No. 103 / 2013

**ENGAGEMENT TO MARRY**

NAME OF PARTIES : Daniel Chas-Will Dageago of Meneñ District and  
Damaris China Cook of Uaboe District.

Benoni Tannang of Aiwo District and  
Zerrina Baui of Meneñ District.

DATE OF ENGAGEMENT : 25<sup>th</sup> January, 2013.  
02<sup>nd</sup> February, 2013.

**HON. SPRENT ARUMOGO DABWIDO, MP**  
**MINISTER IN CHARGE**

---

---

No. 17

06<sup>th</sup> February, 2013

Nauru

---

G.N. No. 104 / 2013

In Government Gazette No. 15/2013 G.N. No. 78/2013, dated 30<sup>th</sup> January, 2013 on page 16:-

Delete:

DEPARTMENT OF FINANCE  
(*Nauru Revenue Office*)

POSTION : **Senior Services Officer**

Insert:

DEPARTMENT OF FINANCE  
(*Nauru Revenue Office*)

POSTION : **Senior Revenue Services Officer**

**DORCAS TEABUGE**  
**HIGHER CLERICAL OFFICER**

---