



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

No. 127

16th September, 2015

Nauru

G. N. No. 572 / 2015

**PUBLIC SERVICE ACT 1998
SECTION 10**

CREATION OF NEW POSITION

PURSUANT TO the powers in that vested in me, under Section 10, subsection (1) clause (a) of the Public Service Act 1998, I, CHARMAINE SCOTTY, MP, Acting President and Minister responsible for the Public Service, DO HEREBY, with effect from 1st July, 2015 create the following new position:-

DEPARTMENT OF LAND MANAGEMENT
(Nauru Lands Committee)

<u>DESIGNATION OF OFFICE</u>	<u>SALARY SCALE</u>	<u>No. OF POSITION</u>
Receptionist	Band 4 - \$5,498pa	1

DATED this 09th day of September, 2015.

**CHARMAINE SCOTTY
ACTING PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE.**

G. N. No. 573 / 2015

PUBLIC SERVICE ACT 1998
SECTION 10

CREATION OF NEW POSITION

PURSUANT TO the powers in that vested in me, under Section 10, subsection (1) clause (a) of the Public Service Act 1998, I, CHARMAINE SCOTTY, MP, Acting President and Minister responsible for the Public Service, DO HEREBY, with effect from 1st July, 2015 create the following new position:-

DEPARTMENT OF LAND MANAGEMENT
(Secretariat)

<u>DESIGNATION OF OFFICE</u>	<u>SALARY SCALE</u>	<u>No. OF POSITION</u>
Archives Manager	Band 7.5 - \$10,699pa	1
Archivist Record-keeper	Band 5.5 - \$8,175pa	1
Archivist Assistant Record-keeper	Band 4.4 - \$6,872pa	1

DATED this 09th day of September, 2015.

CHARMAINE SCOTTY
ACTING PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE.

G. N. No. 574 / 2015

PUBLIC SERVICE ACT 1998
SECTION 10

CREATION OF A NEW POSITION

PURSUANT TO the powers in that vested in me, under Section 10, subsection (1) clause (a) of the Public Service Act 1998, I, CHARMAINE SCOTTY, MP, Acting President and Minister responsible for the Public Service, DO HEREBY, with immediate effect to create the following new positions:-

DEPARTMENT OF HOME AFFAIRS

CHILD PROTECTION SERVICES

DESIGNATION OF OFFICE	NO. OF POSITION	SALARY SCALE
Director for Child Protection	1	Band 13 - \$14,225pa
Child Welfare Supervisor	1	Band 10 - \$11,961pa
Senior Child Protection Officer	1	Band 7.5 - \$10,699pa
Administration Officer	1	Band 6.5 - \$9,349pa

CLEAN & GREEN PROJECT

DESIGNATION OF OFFICE	NO. OF POSITION	SALARY SCALE
Project Manager	1	Band 9 - \$11,230pa

CULTURE DIVISION

DESIGNATION OF OFFICE	NO. OF POSITION	SALARY SCALE
Culture Industrial Officer	2	Band 6.5 - \$9,349pa

SECRETARIAT

DESIGNATION OF OFFICE	NO. OF POSITION	SALARY SCALE
Budget Officer	1	Band 8 - \$9,802pa

DATED this 09th day of September, 2015.

CHARMAINE SCOTTY
ACTING PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE.

G. N. No. 575 / 2015

PUBLIC SERVICE ACT 1998
SECTION 10 (1a, b, d)
RECLASSIFICATION OF CREATION, ABOLITION
AND ALTERATION OF DESIGNATION

PURSUANT TO the powers in that behalf vested in me, under Section 10 subsection 1 clause a, b, d of the Public Service Act 1998, I, CHARMAINE SCOTTY, M.P, Acting President and Minister responsible for the Public Service, DO HEREBY, with immediate effect alter the designation of the following position:-

RECLASSIFICATION OF POSITIONS

DEPARTMENT OF HEALTH & MEDICAL SERVICES

<u>CURRENT DESIGNATION</u>	<u>RECLASSIFIED DESIGNATION</u>	<u>NO. OF POSITION</u>
Health Trainee Band 4 - \$7,201pa	Physiotherapist (Intern) Band 8 - \$9,802pa	1
Health Trainee Band 4 - \$7,201pa	Radiographer (Intern) Band 8 - \$9,802pa	1

Dated this 09th day of September, 2015.

CHARMAINE SCOTTY
ACTING PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE

G. N. No. 576 / 2015

PUBLIC SERVICE ACT 1998
SECTION 10 (1a, b, d)
RECLASSIFICATION OF CREATION, ABOLITION
AND ALTERATION OF DESIGNATION

PURSUANT TO the powers in that behalf vested in me, under Section 10 subsection 1 clause a, b, d of the Public Service Act 1998, I, CHARMAINE SCOTTY, M.P, Acting President and Minister responsible for the Public Service, DO HEREBY, with effect from 24th August, 2015 alter the designation of the following position:-

RECLASSIFICATION OF A POSITION

NAURU POLICE FORCE
(Administration)

<u>CURRENT DESIGNATION</u>	<u>RECLASSIFIED DESIGNATION</u>	<u>NO. OF POSITION</u>
Executive Assistant Band 5 - \$6,540pa	Senior Personal Assistant Band 9 - \$11,230pa	1

Dated this 10th day of September, 2015.

CHARMAINE SCOTTY
ACTING PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE

G. N. No. 577 / 2015

APPOINTMENT OF ACTING SECRETARY FOR COMMERCE, INDUSTRY AND ENVIRONMENT

It is notified for general information that on 14th September 2015, Cabinet, pursuant to Article 68, clause (3) of the Constitution of Nauru has approved the appointment of Mr Jaden Agir to act as Secretary for Commerce, Industry and Environment effective 13th September 2015 until the return of acting Secretary for Commerce, Industry and Environment, Mr Elkoga Gadabu on 25th September, 2015.

DATED this 15th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

No. 127

16th September, 2015

Nauru

G. N. No. 578 / 2015

APPOINTMENT OF ACTING SECRETARY FOR FINANCE

It is notified for general information that on 9th September, 2015 Cabinet, pursuant to Article 68, clause (3) of the Constitution of Nauru has approved the appointment of Ms Stephanie Tebouwa, Director of payments to act as Secretary for Finance effective from 11th September, 2015 until the return of substantive Secretary for Finance Mr Martin Hunt on 16th September, 2015.

DATED this 15th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 579 / 2015

PUBLIC SERVICE ACT 1998
NOTICE OF PROMOTION

The provisional promotion of the following officer is hereby notified for public notification with effect from 18th June, 2015:

DEPARTMENT OF CHIEF SECRETARY
(Human Resources & Labour Section)

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Lindsey Dabwido	Recruitment Officer Band 8 - \$9,802pa	Manager – Recruitment, Selection & Monitoring Band 10 - \$11,960pa
Li-june Itsimaera	Clerical Officer - SEBU Band 5.5 - \$8,175pa	Recruitment Officer Band 8 - \$9,802pa

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 11th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 580 / 2015

PUBLIC SERVICE ACT 1998
NOTICE OF PROMOTION

The provisional promotion of the following officer is hereby notified for public notification with effect from 7th September, 2015:

DEPARTMENT OF HOME AFFAIRS
(Nauru Lands Committee)

<u>NAME</u>	<u>PROMOTED FROM</u>	<u>PROMOTED TO</u>
Lorinda Demauna	Driver/Courier Band 3 - \$5,280pa	Receptionist Band 4.4 - \$6,872pa

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 10th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

No. 127

16th September, 2015

Nauru

G. N. No. 581 / 2015

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

It is notified for general information that the following officer's appointment is hereby confirmed effective from 14th September 2015;

DEPARTMENT OF HEALTH & MEDICAL SERVICES

<u>NAME</u>	<u>FROM</u>	<u>TO</u>	<u>EFFECTIVE DATE:</u>
Moralene Capelle	Assistant Director of Nursing	Director of Nursing \$14,225p a (13)	14 th September

Any Officer of the public Service may appeal to the above promotion 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 14th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

No. 127

16th September, 2015

Nauru

G. N. No. 582 / 2015

PUBLIC SERVICE ACT 1998
SECTION 12
NOTICE OF APPOINTMENT

It is notified for general information that the following officer's appointment is hereby confirmed with effect from 1st July, 2015;

DEPARTMENT OF NAURU LAND MANAGEMENT
(Secretariat)

<u>NAME</u>	<u>POSITION</u>	<u>SALARY LEVEL</u>
Lydia Bop	Archives Manager	Band 7.5 - \$10,699pa
Tristan Kalapu	Archivist Record-keeper	Band 5.5 - \$8,175pa

DATED this 10th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 583 / 2015

PUBLIC SERVICE ACT 1998
SECTION 12
NOTICE OF APPOINTMENT

It is notified for general information that the following officer's appointment is hereby confirmed effective from 1st September, 2015;

DEPARTMENT OF EDUCATION
(Secretariat)

<u>NAME</u>	<u>POSITION</u>	<u>SALARY LEVEL</u>
Angelisa Namaduk	Finance Manager	Band 12 - \$13,420pa

DATED this 10th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

No. 127

16th September, 2015

Nauru

G. N. No. 584 / 2015

PUBLIC SERVICE ACT 1998
SECTION 12
NOTICE OF APPOINTMENT

It is notified for general information that the following officer's appointment is hereby confirmed with effect from 9th September, 2015;

DEPARTMENT OF HEALTH & MEDICAL SERVICES

<u>NAME</u>	<u>POSITION</u>	<u>SALARY LEVEL</u>
Jencke Jeremiah	Physiotherapist (Intern)	Band 8 - \$9,802pa
David Mich Vorbach	Radiographer (Intern)	Band 8 - \$9,802pa

DATED this 10th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 585 / 2015

PUBLIC SERVICE ACT 1998
SECTION 103

NOTICE OF TRANSFER

The following transfer is hereby notified for general information with effect from 9th September, 2015;

<u>NAME</u>	<u>TRANSFERRED FROM</u> <u>TRANSPORT DEPARTMENT</u>	<u>TRANSFERRED TO</u> <u>EDUCATION DEPARTMENT</u>
Jason Dake	Caretaker/Cleaner Band 1 - \$5,5680pa	Multi-skilled Bus Driver Band 3 - \$6,600pa

Dated this 09th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

No. 127

16th September, 2015

Nauru

G. N. No. 586 / 2015

PUBLIC SERVICE ACT 1998
SECTION 103

NOTICE OF TRANSFER

The following transfer is hereby notified for general information with effect from 9th September, 2015;

<u>NAME</u>	<u>TRANSFERRED FROM</u> <u>TRANSPORT DEPARTMENT</u>	<u>TRANSFERRED TO</u> <u>EDUCATION DEPARTMENT</u>
Judith Waibeiya	Bus Driver Band 3 - \$6,600pa	Multi-skilled Bus Driver Band 3 - \$6,600pa
Nora Akubor	Bus Conductor Band 1 - \$5,280pa	Multi-skilled Bus Driver Band 3 - \$6,600pa

Dated this 09th day of September, 2015.

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 587 / 2015

NAURU PUBLIC SERVICE
DISMISSAL – SECTION 56

It is notified for general information that the following officer's dismissal has been accepted.

DEPARTMENT OF JUSTICE & BORDER CONTROL
(Nauru Correctional Services)

<u>NAME</u>	<u>POSITION/SALARY</u>	<u>EFFECTIVE DATE</u>
Salote Kepae	Correctional Woman Officer \$7, 479pa – Band 6	4 th September, 2015

DATED this 14th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

No. 127

16th September, 2015

Nauru

G. N. No. 588 / 2015

PUBLIC SERVICE ACT 1998
RESIGNATION – SECTION 53 (1)

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

DEPARTMENT OF EDUCATION
(Kayser College)

<u>NAME</u>	<u>POSITION/SALARY</u>	<u>EFFECTIVE DATE</u>
Messe Itaia	Storekeeper \$5, 787pa – Band 4	28 th August, 2015

DATED this 14th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 589 / 2015

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
(Administration)

<u>NAME</u>	<u>POSITION/SALARY</u>	<u>EFFECTIVE DATE</u>
Rick Tom	Caretaker/Cleaner \$5, 568pa – Band 1	1 st September, 2015

DATED this 14th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 590 / 2015

PUBLIC SERVICE ACT 1998
VACANCY: SECTION 15

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

DEPARTMENT OF NAURU LANDS COMMITTEE

POSITION : Senior Computer Operator
SALARY : Band 6 - \$7,479pa
PURPOSE OF POSITION : Responsible in archive and records office regarding computer data collating for Nauru Lands Committee

DUTIES/RESPONSIBILITIES

- Responsible to the Senior Officer (Archive)
- Maintaining the archive and record office
- Maintaining electronic update on gazettal, deceased reality estate and beneficiaries shares, land determinations, land transfer, minute books, memos and Nauru Lands Committee weekly, monthly, quarterly & annual reports
- Maintaining and updating electronically file records of incoming and outgoing correspondences
- Maintain electronic tracking on all required documentations
- Other duties as required from time to time by the Chairman

QUALIFICATION & EXPERIENCE

- Able to work on computer to work processor
- Sober habits and punctuality
- Minimum year 12 education or other qualification relevant to job
- At least 5 years working experience in computing or relevant fields
- Good public relations and customer service skills
- Well versed with public service act
- Ability to produce documents to a high standard of presentation output using Microsoft Office suite(include Word & Excel) and good knowledge on MYOB software applications

Applications should be lodged in writing or electronically word processed stating name, age, qualifications and curriculum vitae provided to the Chief Secretary or the Secretary for Corporate Services no later than **5:00pm, Monday 21st September, 2015.**

Dated this 09th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 591 / 2015

PUBLIC SERVICE ACT 1998
VACANCY: SECTION 15

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

DEPARTMENT OF NAURU LANDS COMMITTEE

POSITION : Clerk
SALARY : Band 4 - \$5,787pa
PURPOSE OF POSITION : Responsible in archive and records office for Nauru Lands Committee

DUTIES/RESPONSIBILITIES

- Responsible to the Senior Officer (Archive)
- Maintaining and collating the archive and record office
- Compiling documents for gazettal, deceased reality estate and beneficiaries shares, land determinations, land transfers, minute books, memos and Nauru Lands Committee weekly, monthly, quarterly & annual reports
- Maintaining and upgrading the archive office
- Maintaining and updating file records of incoming and outgoing correspondences
- Receiving, sorting and distributing mail
- Assist in tracking of all required documentations
- Other duties as required from time to time by the Chairman

QUALIFICATION & EXPERIENCE

- Proficient in the use of Microsoft Office applications software, with MS Word, and MS Excel (spreadsheets) programs
- Self motivated
- Reliable and energetic
- Completed 4 years of high school education
- Has good command of English language, both in oral and written
- Experienced in research and report writing skills
- Able to work and communicate effectively with people
- Must be of sober habits
- Good and reliable character and willing to work long hours

No. 127

16th September, 2015

Nauru

G. N. No. 591 / 2015 (Cont'd)

Applications should be lodged in writing or electronically word processed stating name, age, qualifications and curriculum vitae provided to the Chief Secretary or the Secretary for Corporate Services no later than **5:00pm, Monday 21st September, 2015.**

Dated this 09th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 592 / 2015

PUBLIC SERVICE ACT 1998
VACANCY: SECTION 15

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

DEPARTMENT OF NAURU LANDS COMMITTEE

POSITION : DRIVER (COURIER)

SALARY : Band 3 - \$5,280pa

PURPOSE OF POSITION : The Staff Driver is responsible for providing courier service and chauffeuring service for NLC board members

DUTIES/RESPONSIBILITIES

- The Officer is responsible for the day to day operations, is accountable to the Administrative Officer in ensuring that work procedures are implemented, and outcomes are met and that continuous improvement of effective service is implemented
- Maintain documentation of vehicle running sheet and check list
- Attend to NLC administration courier services
- Ensure that vehicle is kept clean and all lubricants, tire pressures, water and battery levels are checked daily
- Attend other services as may be required from time to time and other duties as may be directed by the Chairman

QUALIFICATION & EXPERIENCE

- Strong written and oral communication skills (English and Nauruan)
- In possession of valid drivers license
- Displays professionalism, tact, courtesy, discretion and respect confidentiality
- Must be able to work both independently and cooperatively in a team environment
- Must be of mature age
- Have general mechanical skills

No. 127

16th September, 2015

Nauru

G. N. No. 592 / 2015 (Cont'd)

Applications should be lodged in writing or electronically word processed stating name, age, qualifications and curriculum vitae provided to the Chief Secretary or the Secretary for Corporate Services no later than 5:00pm, Monday 21st September 2015

Dated this 09th day of September, 2015

SASIKUMAR PARAVANOOR
ACTING CHIEF SECRETARY

G. N. No. 593 / 2015

CORRIGENDUM

In Government Gazette No.126/2015 G.N.No. 555/2015 Page 3:

DELETE: Mr Wess **TSITSI**

INSERT: Mr Wess **TAMAKIN**

In Government Gazette No. 126/2015 G.N.No. 570/2015 Page 16:

DELETE: **PUSEIDON**

INSERT: **POSEIDON**

DELETE: Uaboe **DISTRUCT**

INSERT: Uaboe **DISTRICT**

Dated this 15th September, 2015.

GOVERNMENT OFFICER
