



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

No. 154

28th October, 2015

Nauru

G. N. No. 686/ 2015

PUBLIC SERVICE ACT 1998
NOTICE OF PROMOTION

The provisional promotion of the following officer is hereby confirmed with effect from 19th October, 2015;

DEPARTMENT OF JUDICIARY

<u>NAME</u>	<u>POSITION</u>	<u>SALARY SCALE</u>
Irene Waidabu	Deputy Registrar	Band 11.5 - \$15, 825pa

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 promotion is notified in the Gazette.

Dated this 21st day of October, 2015.

BERNARD GRUNDLER
CHIEF SECRETARY

No. 154

28th October, 2015

Nauru

G. N. No. 687/ 2015

PUBLIC SERVICE ACT 1998
SECTION 12
NOTICE OF APPOINTMENT

It is notified for general information that the following officer's appointment has been accepted with effect on 16th October, 2015;

DEPARTMENT OF PARLIAMENT

<u>NAME</u>	<u>POSITION</u>	<u>SALARY SCALE</u>
Lincoln Kepae	Hansard Reporter	\$8, 175pa – Band 5

Dated this 23rd day of October, 2015

BERNARD GRUNDLER
CHIEF SECRETARY

G. N. No. 688/ 2015

PUBLIC SERVICE ACT 1998
SECTION 14 (1)
NOTICE OF APPOINTMENT ON PROBATION

It is notified for general information that the following officer's probationary appointment is hereby confirmed effective from 13th July, 2015;

DEPARTMENT OF CHIEF SECRETARY
(Human Resource & Labour)

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Francis Deireragea	Employee Relation Officer	Band 8 - \$9, 802pa

Dated this 22nd day of October, 2015.

BERNARD GRUNDLER
CHIEF SECRETARY

No. 154

28th October, 2015

Nauru

G. N. No. 689/ 2015

PUBLIC SERVICE ACT 1998
RESIGNATION – SECTION 53 (1)

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

DEPARTMENT OF HOME AFFAIRS
(Post & Philatelic)

<u>NAME</u>	<u>POSITION/SALARY</u>	<u>EFFECTIVE DATE</u>
James Giouba	Manager of Post Band 9 – 11, 230pa	08 th October, 2015

Dated this 23rd day of October, 2015.

BERNARD GRUNDLER
CHIEF SECRETARY

G. N. No. 690/ 2015

ENGAGEMENT TO MARRY

NAME OF PARTIES: Joseph Aku of Ewa District and
Quma Diema of Ewa District.

DATE OF ENGAGEMENT: 05th December, 2015

HON. BARON DIVAVESI WAQA, MP
MINISTER IN CHARGE

No. 154

28th October, 2015

Nauru

G. N. No. 691/ 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 FINANCE
(Nauru Customs & Revenue Office)

POSITION : Revenue Services Officer

SALARY : Band 4 - \$7, 234per annum

RESPONSIBILITIES:

- Provide advice and assistance to clients to enable them to comply with their revenue payment obligations.
- Prepare and maintain accurate client revenue correspondence and processing files.
- Process administrative form ensuring all data is captured in an accurate and timely manner.
- Upload revenue data to FMIS in an accurate and timely manner.
- Other duties as directed.

SELECTION CRITERIA:

- An understanding of institutional and accounting systems and processes, or the ability to quickly acquire.
- Excellent communication skills, both written and oral.
- Basic level skills in Microsoft Office Applications including Word, Excel, Power Point etc.
- Ability to work together with a small team of staff, and contribute to the successful operations of the NCRO.
- Relevant tertiary qualification in Accounting, Business, Financial Studies or similar will be favourably considered.

Applications should be lodge in writing or electronically word processed stating name, age, qualifications and curriculum vitae provided to the Chief Secretary's office or the Secretary for Corporate Services no later than **5:00pm, Wednesday 4th November, 2015.**

Dated this 20th day of October, 2015

BERNARD GRUNDLER
CHIEF SECRETARY

G. N. No. 692/ 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 FINANCE
(Nauru Customs & Revenue Office)

POSITION : Audit Enforcement Officer

SALARY : Band 7 - \$8, 559per annum

RESPONSIBILITIES:

- Undertake compliance activities in the field, including inspection of relevant taxpayer records.
- Take action to enforce taxpayer obligations where a person has failed to comply with a reminder issued after the due date or extended due date. This will include registrations, filing returns and payment of taxes.
- Make recommendations on the imposition of additional tax.
- Assist the Director to gather relevant intelligence on taxpayer groups or individuals that can be used in taxpayer profiling and risk assessment.
- Assist senior auditors, in a support capacity, in carrying out tax audits on individual and company taxpayers.

SELECTION CRITERIA:

- Relevant experience in tax administration or compliance activities in respect of adherence to laws, or the ability to quickly acquire these skills.
- An understanding of taxation legislation and its application in a taxation environment or the ability to quickly acquire.
- An ability to work in a potentially confrontational environment.
- Excellent communication skills, both written and oral.
- Basic level skills in Microsoft Office applications including Word, Excel, Power Point etc;
- Well developed interpersonal skills with the ability to work together with a small team of staff, and contribute to the successful operations of the NCRO.
- Relevant tertiary qualifications in Accounting, Business, Financial Studies or similar will be favourably considered.

No. 154

28th October, 2015

Nauru

G. N. No. 692/ 2015 (Cont'd)

Applications should be lodge in writing or electronically word processed stating name, age, qualifications and curriculum vitae provided to the Chief Secretary's office or the Secretary for Corporate Services no later than **5:00pm, Wednesday 4th November, 2015.**

Dated this 23rd day of October, 2015

BERNARD GRUNDLER
CHIEF SECRETARY
