



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

No. 139

20th July, 2016

Nauru

G. N. No. 586 / 2016

**PUBLIC SERVICE ACT 2016
SECTION 16 (1a)**

CREATION OF NEW POSITIONS

Pursuant to the powers in that vested in me, under Section 16, subsection (1) clause (a) of the Public Service Act 2016, I, HON, BARON DIVAVESI WAQA, MP, President and Minister responsible for the Public Service, do hereby, create the following new positions with effect from 05th July, 2016:-

**DEPARTMENT OF NAURU EMERGENCY SERVICES
(National Emergency Services)**

<u>NAME</u>	<u>NO. OF POSITION</u>	<u>SALARY BAND IN RANGE</u>	<u>SALARY (per annum)</u>
Life Guards Coordinator	1	Band 11a – 11.5a	\$13, 673 - \$ 17, 091 pa
Life Guards Administration	1	Band 6a – 6.5a	\$ 8, 078 – \$ 10, 097 pa
Life Guards Squad Captain	2	Band 8a – 8.5a	\$ 10, 586 - \$ 13, 232pa
Life Guards	19	Band 5a – 5.5a	\$ 7, 063 - \$ 8, 829 pa

Dated this 18th day of July, 2016.

**HON.BARON DIVAVESI WAQA, MP
PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE**

No. 139

20th July, 2016

Nauru

G. N. No. 587 / 2016

CERTIFICATION OF ACT

It is notified for general information that the Speaker certified the following Acts which had been passed by the Parliament of Nauru and presented to him for his certification:-

<u>No. of Acts</u>	<u>Title</u>	<u>Date Certified</u>
No. 26 of 2016	Assistant Ministers Act 2016	19 th July, 2016
No. 27 of 2016	Parliamentary Salaries and Allowances (Amendment) Act 2016	
No. 28 of 2016	Parliamentary Pension (Amendment) Act 2016	19 th July, 2016
No. 29 of 2016	RONWAN Consolidation (Amendment) No. 2 Act 2016	19 th July, 2016

Dated this 19th day of July, 2016.

ANN-MARIE CAIN
CLERK OF PARLIAMENT

G. N. No. 588 / 2016

PUBLIC SERVICE ACT 2016
RESIGNATION – SECTION 83

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

DEPARTMENT OF JUSTICE & BORDER CONTROL
(Secretariat)

<u>NAME</u>	<u>POSITION/SALARY</u>	<u>EFFECTIVE DATE</u>
Roqous Aingimea	Para Legal Band 7b – 11, 555pa	17 th June, 2016

Dated this 15th day of July, 2016.

PETA GADABU
ACTING CHIEF SECRETARY

G. N. No. 589 / 2016

PUBLIC SERVICE ACT 2016
RESIGNATION – SECTION 83

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

DEPARTMENT OF CHIEF SECRETARY SECRETARY
(Human Resource & Labour)

<u>NAME</u>	<u>POSITION/SALARY BAND</u>	<u>EFFECTIVE DATE</u>
Lovella Mau	Administrative Officer Band 6b - \$ 10, 097 pa	06 th July, 2016

Dated this 15th day of July, 2016.

PETA GADABU
ACTING CHIEF SECRETARY

G. N. No. 590 / 2016

PUBLIC SERVICE ACT 2016
RESIGNATION – SECTION 83

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

DEPARTMENT OF CHIEF SECRETARY
(Presidency & State House)

<u>NAME</u>	<u>POSITION/SALARY BAND</u>	<u>EFFECTIVE DATE</u>
Ann Mau	Housekeeping Assistant Band 5a - \$ 7, 063 pa	04 th July, 2016

Dated this 20th day of July, 2016.

BERNARD GRUNDLER
CHIEF SECRETARY

G. N. No. 591 / 2016

PUBLIC SERVICE ACT 2016
VACANCY : SECTION 15

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

DEPARTMENT OF JUSTICE & BORDER CONTROL

POSITION : Para-Legal Officer
No. of POSITION : 1 (one)
SALARY RANGE : Band 7b: \$11,555 - \$13,886pa

Main Objectives of role

- Provision of assistant to the Department of Justice and Border Control in the effective and efficient delivery including administration duties of the Department's services;

DUTIES:

- Drafting of letters to Heads of Department/Chief Secretary/Minister and President
- Assist in the Examining documentations of Business License and Citizenship Applications
- Managing files and Filing for Corporations/Trademarks/Patents
- Managing files and Filings for District Court and Supreme Court documents
- Attend and observe District and Supreme Sessions and report
- Assist Secretary for Justice, Solicitors General and Principal Legal Lawyers during Court sessions
- Assist as required in civil and criminal litigation
- Other given tasks given by the Secretary for Justice

QUALIFICATIONS:

- A minimum of year 12 education and other qualification relevant to the job;
- Have experience in legal instrumentalities
- A good command of written and spoken English is essential;
- Willingness to learn, share new knowledge and ideas with others;
- Capable and motivated, must be reliable and energetic;
- Must have sober habit
- Must be able to attend work at odd hours
- Must have a driver's license
- Must be Computer Literate in Microsoft Word, Excel, PowerPoint,

Applications should be lodged in writing or electronically word processed stating name, age, qualification and curriculum vitae with supporting references and other relevant attachments provided to the Chief Secretary's department or the Secretary for Corporate Services no later than **5pm, Friday 29th July, 2016.**

Dated this 15th day of July, 2016

PETA GADABU
ACTING CHIEF SECRETARY

