



REPUBLIC OF NAURU
GOVERNMENT GAZETTE
PUBLISHED BY AUTHORITY

No. 191

15th October 2016

Nauru

G.N. No. 816 / 2016

PUBLIC SERVICE ACT 2016
SECTION 16 (1a, b),(4a, b, c)

RECLASSIFICATION OF CREATION, ABOLITION
AND ALTERATION OF DESIGNATION

PURSUANT TO the powers in that behalf vested in me, under Section 16 subsection 1 clause a, b and subsection 4 clause a,b and c of the Public Service Act 2016, **I, BARON DIVAVESI WAQA, MP**, President and Minister responsible for the Public Service, do hereby, with effect from 1st July, 2016 abolish, create and alter the classification of the following positions:-

DEPARTMENT OF HOME AFFAIRS
(Directorate of Youth Affairs)

Alteration of Designations:

Current Designation	No. of Position	Reclassified Designation
Bus Driver Band 3a – 3.4a \$5,417 per annum – \$6,772 per annum	1	Youth Officer - Community Band 6b – 6.9b \$10,097 per annum – \$12,116 per annum
Receptionist Band 4a – 4.4a \$5,937 per annum - \$7,422 per annum	1	Assistant Youth Officer – Community Band 4b – 4.9b \$7,422 per annum – \$8,906 per annum

DATED this 4th day of October, Two Thousand and Sixteen.

BARON DIVAVESI WAQA MP
PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE

G.N. No. 817 / 2016

PUBLIC SERVICE ACT 2016
SECTION 16 (1a, b),(4a, b, c)

RECLASSIFICATION OF CREATION, ABOLITION
AND ALTERATION OF DESIGNATION

PURSUANT TO the powers in that behalf vested in me, under Section 16 subsection 1 clause a, b and subsection 4 clause a,b and c of the Public Service Act 2016, **I, BARON DIVAVESI WAQA, MP** President and Minister responsible for the Public Service, do hereby, with effect from 1st July, 2016 abolish, create and alter the classification of the following positions:-

DEPARTMENT OF HOME AFFAIRS
(Directorate of Tourism)

Alteration of Designation:

Current Designation	No. of Position	Reclassified Designation
Visitor Information Officer Band 8a – 8.5a \$10,586 per annum – \$13,232 per annum	1	Development Officer Band 8a – 8.5a \$10,586 per annum – \$13,232 per annum

Creation of Positions:

Designation of office	No. of Position	Salary Band in range
Marketing Officer	1	Band 4a – 4.4a \$5,937 per annum - \$7,422 per annum
Tour Operator	1	Band 4a – 4.4a \$5,937 per annum - \$7,422 per annum

DATED this 4th day of October, Two Thousand and Sixteen.

BARON DIVAVESI WAQA MP
PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE

G.N. No. 818 / 2016

APPOINTMENT OF FATHER PONEVENTURA LUATUANUU, MSC TO BE EMPOWERED TO SOLEMNIZE MARRIAGES AND OTHER RELIGIOUS CEREMONIES FOR AND ON BEHALF OF THE NAURU CATHOLIC CHURCH

It is notified for general information that Cabinet on Wednesday, 12th October 2016, being satisfied the provision of Section 20 of the Births, Deaths and Marriages Act 1957 recognizes Father Poneventura Luatuanuu, MSC as a Minister empowered to solemnize marriages and other religious ceremonies for and on behalf of the Parish Catholic Church, effective on Friday, 21st October, 2016 until the return of Father Saimon Kokoria, MSC on Sunday 6th November 2016.

DATED this 12th day of October, 2016.

MARILYN DEIRERAGEA
ACTING REGISTRAR, BIRTHS DEATHS & MARRIAGES

G.N. No. 819 / 2016

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER OF NAURU REHABILITATION CORPORATION

It is notified for general information that Cabinet on Wednesday, 12th October 2016 has approved the appointment of Mr. Leo Peo to act as Chief Executive Officer of the Nauru Rehabilitation Corporation effective from Monday 17th October 2016 until the return of Mr. Martin Hunt on Friday 21st October, 2016.

DATED this 12th day of October, 2016

SASIKUMAR PARAVANOOR,
SECRETARY TO CABINET.

G.N. No. 820 / 2016

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER FOR RONPHOS

It is notified for general information that Cabinet at its meeting held on Wednesday 12th October, 2016 has approved to appoint Mr. Chelser Buraman to act as Chief Executive Officer of Ronphos effective on Wednesday, 19th October 2016 until the return of the substantive Chief Executive Officer, Mr. Jim Gearing on Sunday 23rd October, 2016.

DATED this 12th day of October, 2016

SASIKUMAR PARAVANOOR
SECRETARY TO CABINET

G.N. No. 821 / 2016

APPOINTMENT OF CHIEF EXECUTIVE OFFICER
NAURU PORT AUTHORITY

It is notified for general information that on Wednesday, 12th October 2016, Cabinet pursuant to Section 15, Clause 1 of the Port Authority (Amendment) Act 2016 has approved to appoint Mr. Anton Jimwereiy as the substantive Chief Executive Officer of the Nauru Port Authority.

The appointment shall take effect on Monday 17th October 2016 for a period of one year.

DATED this 12th day of October, 2016

SASIKUMAR PARAVANOOR
SECRETARY TO CABINET

G.N.No. 822 / 2016

PUBLIC SERVICE ACT 2016
SECTION 24, (1a)
NOTICE OF APPOINTMENT

It is notified for general information that the following officers' appointment is hereby confirmed with effect from 29th September, 2016;

DEPARTMENT OF FINANCE
(Planning & Aid Division)

Name	Position	Salary Band in range
Branessa Tsiode	Social Sector Planner	Band 10a – 10.5a \$12,918 - \$16,147 per annum
Novena Itsimaera	Infrastructure Sector Planner	Band 10a – 10.5a \$12,918 - \$16,147 per annum
Anadella Edward	Economic Sector Planner	Band 10a – 10.5a \$12,918 - \$16,147 per annum

DATED this 12th day of October, 2016.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 823 / 2016

PUBLIC SERVICE ACT 2016
SECTION 24, (1a)
NOTICE OF APPOINTMENT

It is notified for general information that the following officer's appointment is hereby confirmed with effect from 1st July, 2016;

DEPARTMENT OF CHIEF SECRETARY
(Ministerial)

<u>NAME</u>	<u>POSITION</u>	<u>SALARY BAND IN RANGE</u>
Mary Dowiyogo	Deputy Personal Assistant	Band 6b – 6.9b \$10,097 - \$12,116 per annum

DATED this 13th day of October, 2016.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 824 / 2016

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF FINANCE
(Planning & Aid Division)

POSITION : Senior Aid Officer
SALARY RANGE : Band 9: \$12, 129 pa - \$15, 161 pa

ROLES & RESPONSIBILITIES:

- The Senior Aid Officer will be responsible to the Director of Aid Management.
- Assist with coordination of aid flows to Nauru.
- Assist with the monitoring and reporting of these aid flows to government and to donor agencies
- provide general support to Nauru's bilateral and multilateral aid planning.
- Assist with the preparation of the Development Fund Quarterly Reports, Development Fund Annual Projections and Development Fund Annual Report.
- Contribute to the annual budget as it relates to donor funding.
- Assist with development and operation of a Aid Management Database, including data entry and maintenance of the system.
- Assist with the Director of Aid Management in conjunction with the Planning team to manage and coordinate donor reporting.

G.N. No. 824 / 2016 (cont'd)

- Contribute to meetings, conferences, advice and submissions to the Minister and cabinet on aid related matters.
- Update FMIS with donor project information as required and liaise with treasury on a day-to-day basis to ensure donor funds correctly receipted, issues with payment vouchers etc are managed effectively.
- Verify financial components of development project to ensure compliance with donor agreements and requirements and verify government reporting and monitoring requirements.
- Conduct physical inspection of projects being implemented to ensure they meet all necessary requirements.
- Any other duties as specified by the Director of Aid Management and or the Deputy Secretary for Planning and Aid Division.

SKILLS & QUALIFICATIONS:

- Diploma degree or progress towards a diploma in a relevant field such as development planning, economics, management, business of public sector policy and administration or three to five years experience in a mid-level position in Government.
- Some knowledge of the planning cycle, design and management of programmes, projects and project management.
- Good analytical skills and attention to detail.
- Competent computer skills.
- Good interpersonal and communication skills.
- A capacity to work with an interdisciplinary perspective, including working outside normal office hours to meet key deadlines.
- Very good organization skills and ability to maintain accurate records.
- A capacity to work independently and within a team environment.
- Some knowledge of the Financial Management Information System (FMIS)
- An understanding of the Public Service Act and a commitment to the values and principals of this Act.

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 or the Secretary for Corporate Services no later than **5:00pm, Wednesday 26th October, 2016.**

DATED this day 13th day of October, 2016.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N.No. 825 / 2016

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF FINANCE
(Planning & Aid Division)

POSITION : Assistant Sector Planner
SALARY RANGE : Band 8: \$10, 586 pa - \$13, 232 pa

ROLES & RESPONSIBILITIES:

- The Assistant Sector Planner will be responsible to the Director for Planning.
- Undertake administrative duties including filing, managing the ordering, receipt and distribution of office supplies, ensuring adequate stores are kept on hand and assist other PAD staff with stocktaking and inventories.
- Assist with the preparation of payment documentation, end of month processes, entering data into computerized accounting system (FMIS) and ensure correct filing of financial records.
- Assist with IT services and equipment.
- Assist the Sector Planners in their day-to-day work.
- Arrange logistics and meeting schedules for consultants and development partners visiting Nauru, including National Development Committee meetings.
- Assist with the appraisal and recommendations on new policy initiatives from line agencies.
- Assist with the consolidation and communication progress on sectoral and national strategies/plans to the Government of Nauru and donor agencies.
- Work in concert with line agencies to prepare project proposals (NPPs) for the annual budget discussion.
- Assist in the verification of the financial components of development projects to ensure compliance with donor agreement and requirements and verify Government reporting and monitoring requirements.
- Manage personnel files and other administrative duties.
- Prepare and submit fortnightly variations.
- Maintain and update asset/equipment register including consumables such as stationery.
- Any other duties specified by the Director for Planning and or the Deputy Secretary for Planning & Aid Division.

SKILLS & QUALIFICATIONS:

- Diploma degree or progress towards a diploma in a relevant field such as development planning, economics management, business or public sector policy and administration or three to five years' experience in a mid-level position in Government.
- Some knowledge of the planning cycle, design and management of programmes, projects and project management.
- Good analytical skills and attention to detail.
- Competent computer skills.
- Good interpersonal and communication skills.
- Very good organization skills and ability to maintain accurate records.
- A capacity to work independently and within a team environment.
- Be self-motivated, have strong integrity and commitment.
- Some knowledge of the Financial Management Information System (FMIS).

G.N.No. 825 / 2016 (cont'd)

- Some knowledge in preparing budgets.
- An understanding of the Public Service Act and a commitment to the values and principles of this Act.

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 or the Secretary for Corporate Services no later than **5:00pm, Wednesday 26th October, 2016.**

DATED this 13th day of October, 2016

BERNARD GRUNDLER
CHIEF SECRETARY

G.N.No. 826 / 2016

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF COMMERCE, INDUSTRY & ENVIRONMENT
(Agriculture)

POSITION	:	Extension Assistant
No. OF POSITIONS	:	Eight (8)
ANNUAL SALARY	:	\$3, 521pa (\$135.42 fortnightly)
WORKING HOURS	:	9am to 1pm (inclusive)

KEY RESPONSIBILITIES:

- Assist to improve and strengthen food and nutrition security and sustain the livelihood for the people of Nauru.
- Assist to deliver to people and other stakeholders the technology or any program implemented by the Department of Agriculture that needs people to adopt or learn about agriculture.
- Reside in the respective district(s) to be eligible for the position.
- Clean driving record and holds valid driver license.
- To visit households and hold consultation meetings or even one to one on fruit tree planting, root crops, forestry and vegetables.
- To assist promotional agriculture activities related in their respective areas.
- To assist households and individuals re-planting trees, care, manage and maintaining trees etc.
- Able to keep written records and update it's superior on activities.
- To visit local growers/households and see how they respond to the program (monitoring and evaluation of outcome)
- To assist to collect and verify data or do survey on household/kitchen garden.
- To assist to collect biodiversity of food and agriculture and wild foods available in Nauru and it's collection, how many people collect, and how much/quantity collected.

G.N.No. 826 / 2016 (cont'd)

- To attend meetings with superiors.
- Is willing to attend Agriculture trainings internal and external.
- To assist and work with Agriculture team in plant propagation, legume (leaf) collection, make compost and collect soil.
- Assist with other agriculture activities as requested.

QUALIFICATIONS & EXPERIENCE:

- Year 10 School Leavers' Certificate.
- Minimum of 2 years work experience in various professions.
- Communication – Excellent command and understanding of English and Nauruan language.
- Time Management – Managing time efficiently to meet demands and complete tasks in a timely manner.
- Team player and working well with colleagues.
- Shows initiative, creative and proactive.

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 or the Secretary for Corporate Services no later than **5:00pm, Wednesday 26th October, 2016.**

DATED this day 13th day of October, 2016.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N.No. 827 / 2016

ENGAGEMENT TO MARRY

NAME OF PARTIES : Bronson Kepae of Meneng District and
Helena Fritz of Buada District.

Image Ephraim of Boe District and
Eidowanda Amwano of Yaren District.

DATE OF ENGAGEMENT: 5th August, 2016
4th October, 2016

BARON DIVAVESI WAQA MP
MINISTER IN CHARGE