



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

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No. 136

27<sup>th</sup> August 2018

Nauru

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G.N.No. 668/2018

**APPOINTMENT OF MRS. JANA SEDIVA AS AMBASSADOR EXTRAORDINARY AND  
PLENIPOTENTIARY OF THE CZECH REPUBLIC TO THE GOVERNMENT OF THE  
REPUBLIC OF NAURU**

It is notified for general information that on Friday 17<sup>th</sup> August 2018, Cabinet pursuant to Article 4 and 5 (1) of the Vienna Convention and Article 17(1) of the Constitution of Nauru approved the appointment of Mrs. Jana Sediva as Ambassador Extraordinary and Plenipotentiary of the Czech Republic to the Republic of Nauru.

Dated this 17<sup>th</sup> day of August, 2018.

**SASIKUMAR PARAVANOOR  
SECRETARY TO CABINET**

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G.N.No 669/2018

**APPOINTMENT OF ACTING CHAIRMAN OF NAOERO POSTAL SERVICES CORPORATION**

It is notified for general information that on Friday 17<sup>th</sup> August 2018, Cabinet considers and approve the appointment of Mrs. Jacqueline Itsimaera as acting Chairperson of the Naoero Postal Services Corporation from Friday 17<sup>th</sup> to Monday 27<sup>th</sup> August 2018, during the absence of the substantive Chairman Mr. Samuel Grundler.

Dated this 17<sup>th</sup> day of August, 2018.

**SASIKUMAR PARAVANOOR  
SECRETARY TO CABINET**

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G.N.No 670/2018

**RECONSTITUTION OF GOVERNMENT REPRESENTATIVE  
TO THE DIGICEL NAURU BOARD OF DIRECTORS**

It is notified for general information that on Friday 17<sup>th</sup> August 2018, Cabinet approved the following:

1. The revocation of the appointment of Hon. Shadlog Bernicke, M.P as the government's representative to the Digicel Nauru Board of Directors; and
2. the appointment of Mr. Andy Cain as the new government representative to the Digicel Nauru Board of Directors with immediate effect.

Dated this 17<sup>th</sup> day of August, 2018.

**SASIKUMAR PARAVANOOR  
SECRETARY TO CABINET**

G.N.No 671/2018

**APPOINTMENT OF ACTING SECRETARY FOR MULTICULTURAL AFFAIRS**

It is notified for general information that on 17<sup>th</sup> August 2018, Cabinet pursuant to Article 68(1) of the Constitution of Nauru, approved the appointment of Mrs. Annette Cook, Settlement Manager to act as Secretary for Multicultural Affairs effective from 17<sup>th</sup> – 22<sup>nd</sup> August, 2018 until the return of substantive Secretary for Multicultural Affairs, Ms. Barina Waqa.

Dated this 20<sup>th</sup> day of August, 2018.

**BERNARD GRUNDLER  
CHIEF SECRETARY**

G.N.No 672/2018

**APPOINTMENT OF ACTING SECRETARY FOR JUSTICE & BORDER CONTROL**

It is notified for general information that on 17<sup>th</sup> August 2018, Cabinet pursuant to Article 68 (1) of the Constitution of Nauru, approved the appointment of Mr. Jay Udit, Solicitor General to act as Secretary for Justice & Border Control effective from 26<sup>th</sup> – 31<sup>st</sup> July 2018, until the return of the substantive Secretary for Justice & Border Control, Mr Graham Leung.

Dated this 20<sup>th</sup> day of August, 2018.

**BERNARD GRUNDLER  
CHIEF SECRETARY**

G.N.No 673/2018

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

It is notified for general information that on 17<sup>th</sup> August 2018, Cabinet pursuant to Article 68(1) of the Constitution of Nauru, approved the appointment of Mr. Sasikumar Paravanoor Secretary to Cabinet to act as Secretary for Foreign Affairs & Trade from 17<sup>th</sup> – 19<sup>th</sup> August 2018, until the return of Secretary for Foreign Affairs & Trade, Mr. Michael Aroi.

Dated this 20<sup>th</sup> day of August, 2018

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

G.N.No. 674/2018

**PUBLIC SERVICE ACT 2016**  
**SECTION 27A (2)**

**NOTICE OF PROMOTION**

The provisional promotion of the following officer is hereby notified for general notification.

**DEPARTMENT OF FINANCE**  
*(Nauru Revenue & Customs Office)*

| Name             | From  | To  | Effective Date              |
|------------------|---|---|-----------------------------|
| Aquilanze Olsson | Customs Officer Band 6 -<br>\$8,078 per annum | Customs Supervisor Band 7.5 -<br>\$11,555 per annum | 22 <sup>nd</sup> July, 2018 |

Dated this 27<sup>th</sup> day of July, 2018.

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

**PUBLIC SERVICE ACT 2016**  
**SECTION 27**  
**APPOINTMENT ON PROBATION**

The provisional promotion of the following officer is hereby notified for general notification.

**DEPARTMENT OF CHIEF SECRETARY**  
*(Ministerial Division)*

| Name         | From  | Effective Date                |
|--------------|---|-------------------------------|
| Sierra Engar | Research Officer<br>Band 8.2 - \$11,247 per annum | 14 <sup>th</sup> August, 2018 |

Dated this 20<sup>th</sup> day of August, 2018

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

**NAURU POLICE FORCE ACT 1972**  
**DISMISSAL – SECTION 12 (1)**

The provisional promotion of the following officer is hereby notified for general notification.

**DEPARTMENT OF POLICE & EMERGENCY SERVICES**

| Name           | From                                      | Effective Date               |
|----------------|---|------------------------------|
| Dominic Hubert | Constable<br>Band 4.9 - \$8,906 per annum | 7 <sup>th</sup> August, 2018 |

Dated this 17<sup>th</sup> day of August, 2018

**COREY CALEB**  
**COMMISSIONER OF POLICE**

**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 CHIEF SECRETARY**

*(Ministerial Division)*

**POSITION** : Administrative Assistant  
**No. OF POSITION** : One (1)  
**SALARY SCALE** : Band 5.6: \$9,270 per annum

**PRIMARY PURPOSE OF THIS ROLE:**

To assist the Manager (Financial & Administration) and the Administrative Officer in processing payment vouchers, organizing official functions and other financial officer matters.

**PRINCIPAL RESPONSIBILITIES:**

- Travel arrangements for President and Ministers and other officers or individuals through Our Travel.
- Preparation of Payment Vouchers.
- Liaising with Finance Department in regards to cheque payments and telegraphic transfer on every payment raised from the Presidency and Ministerial Budget.
- Raise payments from Budget Head 01 and Head 02.
- Assist in the organizing of Government Functions.
- Maintain Budget and PV records.
- Maintain the record book for all inventory and assets.
- Stocktaking.
- Coordinating with the Department of Foreign Affairs in all protocol matters for His Excellency the President and Ministers.
- Delivering of documents, letters and other office articles when required.
- Lifting of heavy objects, parcels received/procured.
- Other duties as required.

**KNOWLEDGE, SKILLS & EXPERIENCES:**

- Minimum qualification of Year 12 or equivalent.
- English (oral and written).
- Basic Finance and Accounting.
- Computer literate (Microsoft Offices, internet, emailing).
- Administrative and accounting.
- Managing budget.
- FMIS System.
- Team worker.
- Able to work after hours.
- Time management.



G.N.No 679/2018(Cont'd)

**INSERT**

Inspectors **Band 11.3 - 11.4 (\$15,382 - \$16,236) per annum**

**DELETE**

**Budget Finance Officer** Band 7.5 - \$11,555 per annum

**INSERT**

**Budget & Finance Officer** Band 7.5 - \$11,555 per annum

**DELETE**

Cleaner **Band 1 - \$4,818 per annum**

**INSERT**

Cleaner **Band 1 - \$8,418 per annum**

**LI-JUNE ITSIMAERA**  
**MANAGER – RSM UNIT**

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