



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

No. 78

29th June, 2011

Nauru

G.N.No. 404/ 2011

**PUBLIC SERVICE ACT 1998
SECTION 10**

CREATION OF NEW POSITIONS

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

DEPARTMENT OF HEALTH & MEDICAL SERVICES

DESIGNATION OF OFFICE

SALARY SCALE

Nurse Supervisor x 2

\$6, 419pa (5.2)

DATED this 22nd day of June, 2011.

**MARCUS STEPHEN, MP
PRESIDENT AND MINISTER
RESPONSIBLE FOR PUBLIC SERVICE.**

G.N.No. 405/ 2011

**PUBLIC SERVICE ACT 1998
VACANCY – SECTION 15**

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

POSITION : **PROJECT OFFICER**
SALARY SCALE : **\$6,670 per annum (5.3)**

PRIMARY PURPOSE OF POSITION: The position reports to the Director of Administration and Director of HR & Labour and assist in the overall implementation and administration of the Clean and Green Nauru project. The Project Officer is to maintain deliverance of the project and manage staff performance and cleanliness and beautification of the island.

KEY RESPONSIBILITIES: The Project Officer will actively-

- Work with Director of HR and Labour and Director of Administration,
- Supervisors and Labour workers to help drive regular practice and to maintain, promote Clean and Green Nauru.

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- Implement activities as set out in the Project/Program Design Document and derive action plans, especially in maintaining effective networks with community and national organizations to promote Clean and Green Nauru.
- Develop and formulate work program schedules and requirements
- Corresponds and coordinate with Director of Administration, Chief Secretary department on any matters related to the project;
- Execute the contracts and maintain the personal files of each workers and supervisors
- Submit all HR matters and Variations, Absenteeism and insubordinations to Director of HR & Labour
- Advise and recommend Director of HR & Labour for taking necessary disciplinary action against workers and supervisor in case of absenteeism and insubordinations.
- Procurement and supply of requirement items for the project
- Liaise with Procurement Manager for ordering cleaning items
- Provide mentoring and guidance support to Supervisors and Labour Workers
- Provide and complete specific elements Clean and Green Nauru reporting requirements and monthly activity and financial reports
- Maintain and manage staff performance including administration of salaries and other related tasks
- Maintain regular and effective communication with key stakeholders, the Director of Administration, Chief Secretary department and staff
- Maintain maintenance and inventory of cleaning equipments and tools
- Perform other duties as may be required by the Director of Administration.

ESSENTIAL:

- Should have completed Year 12 schooling or an appropriate tertiary qualification preferred;
- Minimum of 3 years experience in project management, community programs and or administration;
- Demonstrated knowledge and experience on administrative procedures and project management including financial and reporting;
- Punctual, proactive and of congenial character
- Physically fit and ready to take on extra duties as may be requirement
- Demonstrated excellent, public relations, organizational skills and communication skills both oral and written,
- Demonstrated leadership and supervisory management qualities
- Willingness to work after working hours and work in a team environment.
- Posses a valid driver's license.

Application should be lodged in writing or electronically word processed stating name, age, qualification and curriculum vitae provided to the Chief Secretary's Office or the Director of Human Resources & Labour no later than 5.00pm, **Monday, 4th July 2011.**

Dated this 22nd day of June, 2011.

MICHAEL B. CAIN
ACTING CHIEF SECRETARY

G.N.No. 406/ 2011

PERSONALTY ESTATE OF THE LATE ARTHUR DEKARUBE

The Nauru Lands Committee has determined the estate of the above named deceased and agreed that the estate should be divided in the following manner:-

DECEASED	SOURCE OF INCOME	BENEFICIARIES	SHARE
Arthur Dekarube	All monies due, Rentals, Ronwan Interest (if any)	Vienna Dekarube	ALL

Above distribution to be effective accordingly.

TYRAN CAPELLE
CHAIRPERSON- NAURU LANDS COMMITTEE

G.N.No. 407/ 2011

PERSONALTY ESTATE OF THE LATE FAITH HIRAM

The Nauru Lands Committee has determined the estate of the above named deceased and agreed that the estate should be divided in the following manner:-

DECEASED	SOURCE OF INCOME	BENEFICIARIES	SHARE
Faith Hiram	All monies due, Rentals, Ronwan Interest (if any)	Sheena Mwareow	1/5
		Sheera Kakiouea	1/5
		Johnson Hiram	1/5
		Sheeba Hiram	1/5
		Gordan Hiram	1/5

Above distribution to be effective accordingly.

TYRAN CAPELLE
CHAIRPERSON- NAURU LANDS COMMITTEE

G.N.No. 408/ 2011

PERSONALTY ESTATE OF THE LATE LANIETTA THOMA

The Nauru Lands Committee has determined the estate of the above named deceased and agreed that the estate should be divided in the following manner:-

DECEASED	SOURCE OF INCOME	BENEFICIARIES	SHARE
Lanietta Thoma	All monies due, Rentals, Ronwan Interest (if any)	(Aea- Emaroltz Thoma)	ALL
	Vania Scotty & Gretchen Cecil (T/TEE)		

Above distribution to be effective accordingly.

TYRAN CAPELLE
CHAIRPERSON- NAURU LANDS COMMITTEE

G.N.No. 409/ 2011

PERSONALTY ESTATE OF THE LATE ROSE IGA

The Nauru Lands Committee has determined the estate of the above named deceased and agreed that the estate should be divided in the following manner:-

DECEASED	SOURCE OF INCOME	BENEFICIARIES	SHARE
Rose Iga	All monies due, Rentals, Ronwan Interest (if any)	Ross Dengea Roach Iga Rocky Iga	1/3 1/3 1/3

Above distribution to be effective accordingly.

TYRAN CAPELLE
CHAIRPERSON- NAURU LANDS COMMITTEE

G.N.No. 410/ 2011

PUBLIC NOTICE
NAURU LANDS COMMITTEE

The Nauru Lands Committee will determining personalty estates of the late:-

1. MARION GAROA
2. MARGARETH DEPAUNE
3. MIMOSA HARRIS
4. AMOS COOK
5. TAGABOUDIO ADAM
6. CLARICE GADABU
7. BUCKY DEINUWEA IKA

This is a notification for interested parties having claims against the above may seek to the Nauru Lands Committee office which date for estates will processed for determination within 14 days of Gazettal.

TYRAN CAPELLE
CHAIRPERSON- NAURU LANDS COMMITTEE

G.N.No. 411/ 2011

ENGAGEMENT TO MARRY

NAME OF PARTIES: Vili-Kesa Jeremiah of Meneñ District and
Beatrice Maaki of Aiwo District.

DATE OF ENGAGEMENT: 2nd July, 2011.

Dated this 22nd day of the month of June, 2011.

MARCUS STEPHEN, MP
MINISTER RESPONSIBLE.