



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

No. 164

16th October, 2013

Nauru

G.N. No. 761 / 2013

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, HON. BARON DIVAVESI WAQA, M.P.**, the President and Minister responsible for the Public Service, DO HEREBY, with immediate effect, create the following new positions:-

DEPARTMENT OF JUSTICE AND BORDER CONTROL

<u>DESIGNATION OF OFFICE</u>	<u>SALARY SCALE</u>	<u>NO. OF POSITIONS</u>
Registrar	\$8,792pa (L6.1)	1
Assistant RPC Visa Manager	\$8,792pa (L6.1)	1

DATED this 10th day of October, 2013.

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

PUBLIC SERVICE ACT 1998
SECTION 10(1a, b, d)

RECLASSIFICATION OF CREATION, ABOLITION
AND ALTERATION OF DESIGNATION

PURSUANT TO the powers in that vested in me, under Section 10, subsection (1) clause (a, b, d) of the Public Service Act 1998, **I, HON. BARON DIVAVESI WAQA, M.P.**, the President and Minister responsible for the Public Service, DO HEREBY, with immediate effect alter the designation of the following positions:-

DEPARTMENT OF JUSTICE AND BORDER CONTROL

Executive Secretary
\$6,565pa(L3.2)

Personal Assistant
\$9,111pa(L6.2)

Clerical Officer
\$5,611pa(L2.1)

Personal Assistant
\$9,111pa(L6.2)

DATED this 10th day of October, 2013.

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

G.N. No. 763 / 2013

PUBLIC SERVICE ACT 1998
SECTION 12
NOTICE OF APPOINTMENT

The following appointment is hereby notified for general information:-

DEPARTMENT OF JUSTICE AND BORDER CONTROL

<u>NAME</u>	<u>POSITION</u>	<u>SALARY LEVEL</u>
Patricia Grundler	Personal Assistant	\$9,111pa (L6.2)
Anginette Bop	Personal Assistant	\$9,111pa (L6.2)

DATED this 11th day of October, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 764 / 2013

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

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

DEPARTMENT OF HEALTH AND MEDICAL SERVICES

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Maretta Diringa	Caretaker/ Cleaner \$4,974pa(L1.1)	20 th September, 2013.

DATED this 10th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 765 / 2013

PUBLIC SERVICE ACT 1998
RESIGNATION- SECTION 53(1)

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

DEPARTMENT OF FOREIGN AFFAIRS AND TRADE

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Lucette Aliklik	Clerical Assistant/ Receptionist \$5,292pa(L1.2)	17 th September, 2013.

DATED this 10th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 : SENIOR GOVERNMENT LAWYER

SALARY : \$10,383pa (L8.1) - \$399.35

MAIN OBJECTIVES OF THE ROLE:

- Provision of assistance to the Secretary for Justice and Boarder Control and Solicitor-General in the effective and efficient delivery of the Department's legal services;
- Provision of advise and assistance in respect of the reform of existing law and subsidiary legislation;
- Provision of advice and assistance in respect of the form and content of new law and subsidiary legislation;
- Build local capacity amongst legal staff of the Department.

DUTIES:

- Under the direction of the Secretary for Justice and Boarder Control and Solicitor-General, provision of timely and appropriate legal advice to the Government of Nauru, its instrumentalities and agencies;
- Provision of policy advice on legal matters to the Secretary for Justice and Boarder Control and Solicitor-General, particularly in respect of proposals for and the form of legislative reform and drafting;
- To work in conjunction with the Office of Parliamentary Counsel.

SELECTION CRITERIA

- Bachelor of laws or equivalent, Master of Laws would be advantage.
- Admission to practice as a legal practitioner in a common law jurisdiction;
- At least five (5) years' experience in legislative drafting at a senior level;
- Sound knowledge of constitutional law, administrative law and international law and practice;
- Experience of both civil and criminal law would be an advantage;
- Sound knowledge of computers and legislative publication;
- Professional experience in a Pacific island community or similar jurisdiction is desirable.

G.N. No. 766 / 2013(cont'd)

PERSONAL QUALITIES

- High standard of integrity and honesty with a demonstrated commitment to fairness and equity;
- Oral and written communication skills of a very high caliber;
- Ability to effectively manage a large and diverse workload;
- Ability to perform under pressure;
- Highly developed interpersonal skills;
- Commitment to principals of good governance;
- Willingness to adapt to the constraints of a small island community;
- Respect for different cultural attitudes and expectations.

Applications should be submitted to the Chief Secretary or Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than **5pm Monday 21st October, 2013.**

Dated 11th day of October, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 : PUBLIC DEFENDER

SALARY : \$10,383pa (L8.1) - \$399.35

MAIN OBJECTIVES OF THE ROLE:

- Undertake the role of the Public Defender of Nauru subject to the directions of the Secretary for Justice and Boarder Control, to supervise and manage the Public Defender Branch within the Department;
- Assess the eligibility of defendants charged with breaches of the criminal law in the District and Supreme Courts of Nauru for assistance from the Public Defender;
- Act of behalf of defendants who qualify for assistance from initial charges to trial and appeal, if required;
- Provide advice and assistance to defendants who qualify for assistance at an early stage to allow them to make informed decisions as to the charges they face;
- Supervise the Deputy Public Defender and provide such advise and assistance as is required;
- Build local capacity amongst legal staff of the branch.

DUTIES:

- To be available to assess the eligibility of and act on behalf of defendants at each sitting day of the District Court and Supreme Court of Nauru or to co-ordinate the availability of the Deputy Public Defender to do so
- To maintain the confidentiality of defendants who qualify for assistance and keep an appropriate confidential record of the charges, the evidence and any appropriate instructions and advise given;
- To supervise the branch and to organize with the Deputy Public Defender for the equitable distribution of work within the branch;
- To liaise with local and international practitioners in respect of the criminal charges arising from the incident at the Regional Processing Centre on 19th July, 2013 so as to co-ordinate the appropriate representation of and advise to those asylum seekers facing charges.

G.N. No. 767 / 2013(cont'd)

SELECTION CRITERIA

- Bachelor of laws or equivalent.
- Admission to practice as a legal practitioner in a common law jurisdiction;
- At least five (5) years' experience in criminal law particularly acting for defendants;
- Sound knowledge of criminal law and practice;
- Professional experience in a Pacific island community or similar jurisdiction is desirable.

PERSONAL QUALITIES

- High standard of integrity and honesty with a demonstrated commitment to fairness and equity;
- Oral and written communication skills of a very high caliber;
- Ability to effectively manage a large and diverse workload;
- Ability to perform under pressure;
- Highly developed interpersonal skills;
- Commitment to principals of good governance;
- Willingness to adapt to the constraints of a small island community;
- Respect for different cultural attitudes and expectations.

Applications should be submitted to the Chief Secretary or Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than **5pm Monday 21st October, 2013.**

Dated 11th day of October, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 : DEPUTY PUBLIC DEFENDER

SALARY : \$9,748pa (L7.2) - \$374.92

MAIN OBJECTIVES OF THE ROLE:

- Undertake the role of the Deputy Public Defender of Nauru subject to the directions of the Public Defender;
- Assist the Public Defender to assess the eligibility of defendants charged with breaches of the criminal law in the District and Supreme Courts of Nauru for assistance from the Public Defender;
- Assist the Public Defender to act on behalf of defendants who qualify for assistance from initial charges to trial and appeal, if required;
- Assist the Public Defender to provide advise and assistance to defendants who qualify for assistance at an early stage to allow them to make informed decisions as to the charges they face;
- Assist the Public Defender to build local capacity amongst legal staff of the branch.

DUTIES:

- To be available to Assist the Public Defender to assess the eligibility of and act on behalf of defendants at each sitting day of the District Court and Supreme Court of Nauru;
- Assist the Public Defender to maintain the confidentiality of defendants who qualify for assistance and any appropriate instructions and advice given;
- Assist the Public Defender to liaise with local and international practitioners in respect of the criminal charges arising from the incident at the Regional Processing Centre on 19th July, 2013 so as to co-ordinate appropriate representation of an advise to those asylum seekers facing charges.

G.N. No. 768 / 2013(cont'd)

SELECTION CRITERIA

- Admission to practice as a legal practitioner in the Supreme Court of Nauru; or
- Admission to practice as a legal practitioner in a common law jurisdiction;
- At least five (5) years' experience in criminal law particularly acting for defendants;
- Sound knowledge of criminal law and practice;
- Professional experience in a pacific island community or similar jurisdiction is desirable.

PERSONAL QUALITIES

- High standard of integrity and honesty with a demonstrated commitment to fairness and equity;
- Oral and written communication skills of a very high caliber;
- Ability to effectively manage a large and diverse workload;
- Ability to perform under pressure;
- Highly developed interpersonal skills;
- Commitment to principals of good governance;
- Willingness to adapt to the constraints of a small island community;
- Respect for different cultural attitudes and expectations.

Applications should be submitted to the Chief Secretary or Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than **5pm Monday 21st October, 2013.**

Dated 11th day of October, 2013

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 : PUBLIC PROSECUTOR

SALARY : \$9,748pa (L7.2)

Main objectives of the Role

- Undertake the role of the Public Prosecutor subject to the directions of the Director of Public Prosecutions;
- Assist the Director of Public Prosecutions to build local capacity amongst legal staff and Police Prosecutors of the Office.

DUTIES:

- Assist the Director of Public Prosecutions by assessing the sufficiency and quality of evidence against defendants charged with breaches of the criminal law in the District and Supreme Courts of Nauru
- Assist the Director of Public Prosecutions by liaising with Police on investigations and the preparation of briefs in criminal cases
- Assist the Director of Public Prosecutions by prosecuting defendants charged with breaches of the criminal law in the District and Supreme Court of Nauru from initial charges to trial and appeal, if required
- Assist the Director of Public Prosecutions by advising on appeals to the Supreme Court and the High Court as required.

QUALIFICATIONS & EXPERIENCE:

- ✓ Admission to practice as a legal practitioner in the Supreme Court of Nauru or
- ✓ Admission to practice as a legal practitioner in a common law jurisdiction
- ✓ At least five (5) years experience in criminal law particularly acting for the prosecution
- ✓ Sound knowledge of criminal law and practice
- ✓ Professional experience in a Pacific island community or similar jurisdiction is desirable

G.N. No. 769 / 2013(cont'd)

PERSONAL QUALITIES:

- High standard of integrity and honesty with a demonstrated commitment to fairness and equity
- Oral and written communication skills of a very high caliber
- Ability to effectively manage a large and diverse workload
- Ability to perform under pressure
- Highly developed interpersonal skills
- Commitment to principals of good governance
- Willingness to adapt to the constraints of a small island community
- Respect for different cultural attitudes and expectations.

Applications should be submitted to the Chief Secretary or Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than 5pm Monday 21st October, 2013 .

Dated this 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 CHIEF SECRETARY
(Human Resources & Labour Section)

Position : **Manager – Training & Development**

Salary : **\$9,428pa (L7.1)**

PRIMARY PURPOSE OF THE POSITION

The Training & Development Manager is responsible for planning, developing, implementing and coordinating training and professional development activities, for the Nauru Public Service as deemed necessary.

PRINCIPAL RESPONSIBILITIES

The Training & Development Manager is responsible to Director Human Resources & Labour. Role and responsibilities of the Training & Development Manager include;

- Consultation with the heads of department, ascertain the training needs of the NPS and prioritize needs into a training delivery program.
- Identify, select and manage external training and accreditation bodies, agencies, training institutions and providers necessary to deliver required training to appropriate standards.
- Liaise with departmental heads so as to understand all necessary aspects and needs of staff training and development, and to ensure they are fully informed of staff training and development objectives, purposes and achievements.
- Chair the Nauru Training & Professional Development Committee and provide regular report on the committee's meeting.
- Develop training plan based on the needs of NPS.
- Liaise with various donor agencies such as AusAID, NZAID, and various educational institutional like UPS on scholarships and further education opportunities and work attachment program through Australian Public Service (APS) for NPS and disseminate this information public service wide.
- Assist various government agencies with processes for transparent selection of most appropriate participants for all training opportunities.
- Coordinate training delivery with training providers.

G.N. No. 770 / 2013(cont'd)

- Develop, maintain and assess evaluation tools for all training programs and activities delivered under the Nauru HR Development Strategy (NHRDS) and Capacity Building Framework.
- Complete training evaluations training outcomes report.
- Ensure the content of all training delivered is in line with the Nauru human resources development strategy and the goal and objectives of the NSDS, and that the quality of training is satisfactory in terms of content and use of adult learning methodologies.
- Manage the training budget, including forecasting of training activities and reporting against the training budget.
- Conduct skills audit and training needs analysis for NPS.
- Conduct training audits for NPS to identify lessons learned and recommendations for future training delivery.
- Develop and maintain a training data base and conduct regular reporting on the training database.
- Facilitate training sessions as required.

KNOWLEDGE, SKILLS AND EXPERIENCE

- Academic qualification in, adult learning /training, human resource management, organisational development, or other relevant discipline.
- At least (5) five years experience working in a training role (Train –the- Trainer) in the public sector with an up-to-date knowledge of training concepts and theories.
- High level presentation, facilitation, communication and capacity building skills including formal and informal training mentoring and professional development with demonstrated ability to transfer knowledge and skills.
- Experience in a variety of developing, delivering and evaluating training packages.
- Conversant in the principles of adult education
- Excellent written and MS skills
- Excellent interpersonal, written and oral communication skills.
- Fluency in English language required both written and spoken.
- Demonstrated ability to produce reports and other written deliverables to a high standard.

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 Director of Human Resources & Labour no later than **Friday 5pm, 25th October, 2013**.

Dated this 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 : **Registrar**

SALARY : **\$8,792pa (L6.1)**

DUTIES: The RSD Registrar will also provide registry functions for the files of the Refugee Status Review Tribunal.

- Create, store and update paper files for each asylum seeker on Nauru
- Maintain and update electronic files for each asylum seeker on Nauru
- Ensure that files are complete and follow up missing information
- Manage the workflow of the Registry
- Monitor the RSD Admin Mailbox
- Follow the Administrative Team Procedures
- Ensure the security of the contents of the Registry
- Maintain strict confidentiality standards
- Liaise with DIAC on registry/administrative matters
- Undertake any other duties as requested by the Secretary

When performing registry functions for the Tribunal, the Registrar is expected to:

- Receive applications for review and provide written notice to the Secretary
- Receive copies of the decision record
- Prepare files prior to sittings
- Ensure that timelines are met
- Notify Applicants of hearing dates
- Ensure that Tribunal Members access files
- Create and maintain a database of Tribunal decisions
- Maintain strict confidentiality standards
- Undertake any other duties as requested by the Principal Member

G.N. No. 771 / 2013(cont'd)

QUALIFICATION & EXPERIENCE:

- ✓ Excellent organizational skills
- ✓ Excellent IT knowledge and capabilities, including Excel
- ✓ Strong written and spoken English
- ✓ Ability to liaise/communicate with service providers, legal representatives, DIAC officials, Tribunal Members and asylum seekers on behalf of the Department of Justice
- ✓ Proven interpersonal, communication and cross-cultural skills
- ✓ Capacity to work as part of a small team
- ✓ Ability to work with minimal supervision
- ✓ Punctual, reliable, honest and shows respect for confidentiality
- ✓ Has achieved Year 12 level and has prior work experience

Applications should be submitted to the Acting Chief Secretary or Acting Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than **5pm Friday 21st October, 2013.**

Dated 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 : **Assistant RPC Visa**

SALARY : **\$8,792pa (L6.1)**

DUTIES:

- Assist the Visa Manager to oversee that appropriate visas are processed, issued and recorded for RPC workers and Asylum Seekers
- To assist carrying our Administration and Clerical duties
- Assist Visa Manager to oversee the process as ensure appropriate visas are issued to RPC staff and asylum seekers embarking/diseimbarking in the country in accordance to Immigration Legislation
- To undertake other duties as may be assigned by the Visa Manager

QUALIFICATION & EXPERIENCE:

- ✓ A minimum completion of Year 12 education or other qualification relevant to the job
- ✓ A good command of written and spoken English
- ✓ Must be computer literate (Microsoft Words, Excel, Power Point etc);
- ✓ Must be reliable and energetic
- ✓ Must have sober habits
- ✓ Must be able to attend work at odd hours
- ✓ Able and experienced in working collaboratively with the community
- ✓ Able to write report and do presentation at meetings/workshops

Applications should be submitted to the Acting Chief Secretary or Acting Director of Human Resources & Labour through writing or electronically word processed stating name, age with attached relevant qualifications and references no later than **5pm Friday 21st October, 2013.**

Dated 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 773 / 2013

PUBLIC SERVICE ACT 1998
VACANCY : SECTION 15

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

DEPARTMENT OF FOREIGN AFFAIRS & TRADE

Position : **Desk Officer**
Salary Scale : **\$5,611pa (L2.1) - \$215.81**

General Role : To be always ready and willing to be rotated within the Department and to travel abroad on government business and for posting to overseas mission and is responsible to the Director for:

- Conducting research on relevant issues;
- Implementation of Foreign Relations and Trade policy Statement and the National Sustainable Development Strategy (NSDS);
- Maintaining records of incoming and outgoing correspondences;
- Receiving, sorting and distributing mail;
- Administration duties not limited to photocopying, typing and scanning;
- Maintaining and updating file records;
- Providing reports/briefs as and when required
- Performing any other duties as may be required by the Division of the Assistant Director.

QUALIFICATIONS: The incumbent should possess:

- Preferably a formal qualification in Foreign Affairs & Trade or related field;
- Preferably some experience (2 years minimum) in Foreign Affairs & Trade and related Field;
- Good written and oral communication skills in the English language; and
- Strong work ethics and good resource management skills.

Application should be lodged in writing stating name, age, qualification and Curriculum Vitae provided to the Chief Secretary's Office or the Director of Human Resources & Labour no later than **Monday 21st October, 2013.**

Dated this 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

G.N. No. 774 / 2013

PUBLIC SERVICE ACT 1998
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 FOREIGN AFFAIRS & TRADE

POSITION : **Clerical Assistant/Receptionist**

SALARY SCALE : **\$5,292pa (L1.2)**

PRIMARY PURPOSE OF POSITION:

The Clerical Assistant/Receptionist is responsible for providing clerical duties and customer and relations support to the department.

PRINCIPAL RESPONSIBILITIES:

- Greet and assist visitors
- Director calls and respond to inquiries
- Drafting letters and executing direction of the Permanent Secretary
- Maintain and compose appointment schedules of the Permanent Secretary
- Compile and furnish monthly or quarterly plans on officer requirement reorders
- Facilitate travel arrangements for the Permanent Secretary
- Other duties not limited to typing, scanning and photocopying
- Treat all matters arising with due process and diligence and utmost confidentiality
- Perform any other duties as may be required by the Permanent Secretary

QUALIFICATIONS:

- Year 12 School Leavers Certificate
- General knowledge in accounting and clerical duties
- Computer literate
- Must have a driver's license
- Excellent customer relation and communication skills
- Sober habits and be of congenial character
- Punctual, proactive and efficient

Application should be lodge in writing stating name, age, qualification and Curriculum Vitae provided to the Chief Secretary's Office of the Director of Human Resources & Labour no later than **Monday 21st October, 2013.**

Dated this 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

PUBLIC SERVICE ACT 1998
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 CHIEF SECRETARY
(Human Resources & Labour Section)

Position : **Manager – Employee Relations**

Salary : **\$9,428pa (L7.1)**

PRIMARY PURPOSE OF THE POSITION

The Manager Employee Relations is responsible for providing leadership and coordination for all employee/labour relations and welfare services activities across NPS, ensuring compliance with Public Services Act 1998 in relation to unsatisfactory performance, absenteeism misconduct, grievances, disciplinary action and termination.

PRINCIPAL RESPONSIBILITIES

The Manager Employee Relations is responsible to the Director Human Resources & Labour. Role and responsibilities of the Manager Employee Relations is to assist the Director HR&L in providing the following HR services for the NPS:

- Interpret and advise on employment legislation such the Public Services Act;
- Listening to employee grievances and implementing disciplinary procedures;
- Developing policies on issues such as working conditions, performance management, disciplinary procedures and absence management.
- Conduct return to work interviews RTWI with employees regarding unsatisfactory performance, absenteeism.
- Ensuring that grievance handling and disciplinary proceedings are carried out in line with Public Services Act and relevant government legislation.
- Assisting in the resolution of specific disciplinary or grievance cases, including acting as an arbiter between the employee and the supervisor;
- Advise supervisors and HODs on the proper procedures for carrying out investigations relating to breach of discipline;
- providing accurate advice on issues arising from employment contracts and legislation;
- formulate Pastoral care programmes for employees and their families

G.N. No. 775 / 2013(cont'd)

KNOWLEDGE, SKILLS AND EXPERIENCE

- Formal qualification in an appropriate discipline such as Industrial Relations or Human Resource Management and subsequent relevant experience in the employee/industrial relations field within the public sector, or an equivalent combination of relevant experience and/or education/training.
- Demonstrated ability to provide interpretation, advice and decisions on rules and entitlements by applying policies, procedures and legislation to complex situations and demonstrated skills in effective case management, mediation and conflict resolution are essential.
- Achievement or progress toward relevant human resource qualifications would be highly regarded.
- Possess a high level of computer literacy with experience in MS Office application.
- Possess excellent oral communication and interpersonal skills, including the ability to liaise tactfully and confidentially with people at all levels, negotiate positive outcomes with internal and external customers and the ability to display empathy toward job applicants
- Possess well-developed written communication skills including the ability to draft memos, reports, and other correspondence.

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 Director of Human Resources & Labour no later than **Friday 5pm, 25th October, 2013**.

Dated this 11th day of October, 2013.

BERNARD GRUNDLER
CHIEF SECRETARY

No. 164

16th October, 2013

Nauru

G.N. No. 776 / 2013

ENGAGEMENT TO MARRY

NAME OF PARTIES:

Thorton Harris of Boe District and
Skylin Simon of Buada District

Joseph Oaion Kun of Buada District and
Romanda Red-Rose Laeo also from Buada District

Cornellius Oeiyen Iga of Baitisi District and
Kimiko Itaia of Nibok District

DATE OF ENGAGEMENT:

14th September, 2013

15th October, 2013

15th October, 2013

HON. BARON DIVAVESI WAQA, MP
MINISTER IN CHARGE

G.N. No. 777 / 2013

BIRTHS, DEATHS AND MARRIAGES
ORDINANCE 1957-1967

Births, Deaths, and Marriages registered the week ended 30th September, 2013 were:-

BIRTHS

1. Nauruan:-

NAME	DATE OF BIRTH	SEX	TRIBE	REG'D DISTRICT	MOTHER'S NAME
Paul	02/09/2013	Male	Eamwit	Anetan	Fedora Dowabobo
Jeka Jodie Miracle	02/09/2013	Female	Eamwitmwit	Buada	Jarina Adam
Belfert Nash Ibagê	03/09/2013	Male	Deiboe	Anibare	Marlene Akua
Heartless Imagirl	03/09/2013	Female	Iruwa	Buada	Shekina Raidi
Evelen	03/09/2013	Female	Deiboe	Meneng	Labionda Bop
Amina Taggy Emma Jose Lin	03/09/2013	Female	Iruwa	Yaren	Tina Cain
Jelson	04/09/2013	Male	Iruwa	Anabar	Relita Gobure
Luke Baraniko	04/09/2013	Male	Iruwa	Meneng	Wed-June Ikauea
Ivy-Lewa Aliyah	05/09/2013	Female	Iruwa	Buada	Reh Mwareow
Madson Lanson Slazer	05/09/2013	Male	Eamwit	Denig	Alinna Laeo
Teañaibo	08/09/2013	Male	Iruwa	Ijuw	Merylis Akaraba

G.N. No. 777 / 2013(cont'd)

Honour Myguard Iagikula	10/09/2013	Male	Iruwa	Yaren	Mokisha Heinrich
Rukina Beulah Dani-Rose	10/09/2013	Female	Iruwa	Yaren	Omina Dowabobo
Lily-J Eperra My-Ember	12/09/2013	Female	Iruwa	Aiwo	Remember-Jewlex Moses
Jeannine Meriamah Daniella	17/09/2013	Female	Eamwit	Meneng	Geraldine Adeang
Yen Ero Eade Loveone	18/09/2013	Female	Eamwitmwit	Aiwo	Juliet Akibwib
Jim Centinel Prime Edward	18/09/2013	Male	Deiboe	Meneng	Kyllene Kepae
Joke Jerminum Antonio	19/09/2013	Male	Eamwitmwit	Ewa	Alice Jade Fritz
Awesome Mac Izengo	19/09/2013	Male	Eamwitmwit	Meneng	Boucheron Moses
Nelson Hawkins	22/09/2013	Male	Eano	Buada	Nelly Aubiat
Therisa Einimwin Mwan Eiwada	22/09/2013	Female	Iruwa	Ijuw	Myness Demaunga
Nathan Charming	23/09/2013	Male	Eamwit	Meneng	Anthina Engar
Velena-Lyn Berlyn Ozlyn	25/09/2013	Female	Deiboe	Meneng	Susannah Simon
Semyl	28/09/2013	Male	Iruwa	Baitsi	Saintaly Dongobir
Deola Azaria Hermosa	29/09/2013	Female	Eamwit	Meneng	Daniella Bechtefeld
Akusa	30/09/2013	Male	Emea	Boe	Maria Udire
Emmalen Alaina Reyna	30/09/2013	Female	Iruwa	Baitsi	Fatima Teabuge
Shem	30/09/2013	Male	Eamwit	Meneng	Malaina Denuga

DEATHS

1. Nauruan:-

NAME	DATE OF DEATH	SEX	TRIBE	AGE	REG'D DISTRICT
Francisca Benjamin	03/09/2013	Female	Emea	55yrs	Yaren
Sheeky-ta Mwareow	03/09/2013	Female	Eamwit	3yrs	Meneng
Arkus Agigo	10/09/2013	Male	Iruwa	7 yrs	Yaren
Corrinda Joseph Garabwan	12/09/2013	Female	Emea	49 yrs	Boe
Nicholas Biang	21/09/2013	Male	Iruwa	52yrs	Yaren
David Batsiua	22/09/2013	Male	Eamwit	58yrs	Boe
John Timauw Starr	26/09/2013	Male	Iruwa	47yrs	Boe

No. 164

16th October, 2013

Nauru

G.N. No. 777 / 2013(cont'd)

MARRIAGES

GRAEME OSCAR of Ewa District and **GENEVIVE DEPAUNE** of Buada District on the **1st September, 2013** by Pastor Palik Agir at the Buada Chapel.

LAHN DEBAO of Yaren District and **LOISYANNA GRUNDLER** of Boe District on the **14th September, 2013** by Father Saimon Kokoria MSC at the Arubo Christ the King Church.

LINDSAY THOMA of Aiwo District and **TRIXI ALMUTH TEABUGE** of Boe District on the **18th September, 2013** by Pastor Palik Agir at the Orro Congregational Church.

DATED this 16th day of October

MICHAEL B. CAIN
REGISTRAR
BIRTHS, DEATHS & MARRIAGES
