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REPUBLIC OF NAURU

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Nauru

G.N.No. 376/1992.

PUBLIC SERVICE ACT 1961-1979

SECTION 15

DEPARTMENT OF JUSTICE

DIRECTORATE OF POLICE AND PRISONS

CREATION OF NEW OFFICE

PURSUANT TO the powers in that behalf vested in me, under Section 15, subsection (1), clause (a) of the Public Service Act 1961-1979, I, KINZA CLODUMAR, Acting President and Minister responsible for the Public Service, DO HEREBY, with immediate effect, create the following position:-

DEPARTMENT OF JUSTICE
(Directorate of Police and Prisons)

| <u>Designation of Office</u> | <u>Number of Position</u> | <u>Salary Scale</u> |
|------------------------------|---------------------------|---------------------------------|
| Administrative Officer | 1 | A\$13,992-15,504 p.a (AP5/6) |

DATED this 5th day of the Month of October, Nineteen Hundred and Ninety Two

KINZA CLODUMAR
ACTING PRESIDENT AND
ACTING MINISTER RESPONSIBLE FOR PUBLIC SERVICE

BOARD OF DIRECTORS FOR THE BANK OF NAURU 1992-1993

1. At a meeting held on Friday, 18th September 1992, Cabinet appointed the following persons to the Board of Directors of the Bank of Nauru:
 - a) Honourable Vinci Clodumar, M.P. - Chairman
 - b) Honourable Roy Degoregore, M.P. - Director
 - c) Honourable Paul D.Jeremiah, M.P. - Director
 - d) Honourable Ludwig Scotty, M.P. - Director
 - e) Honourable Buraro Detudamo, M.P. - Director
 - f) Cr. James Deireragea - Director
 - g) Cr. Royden Hiram - Director

2. The appointment of each Director is for the term of one (1) year effective on the 1st October 1992 to the 30th of September 1993, inclusive.

FELIX KUN

SEC. FOR ISLAND DEVELOPMENT & INDUSTRY

PUBLIC SERVICE ACT 1961-1979

SECTION 20 : VACANCY

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

DEPARTMENT OF JUSTICE

(Directorate of Police & Prisons)

POSITION : ADMINISTRATIVE OFFICER

SALARY : \$13,992 - 15,504 (AP5/6) per annum

DUTIES :

- i) to assist Director of Police and other senior officers in the day to day administrative and clerical work;
- ii) to maintain attendance records of the personnel of the Department;
- iii) to assist in the preparation and compilation of annual budget as well as monitoring the budget.
- iv) to prepare fortnightly/monthly variation sheets of the personnel of the Department and arrange for the payment of their salaries;
- v) to process the overtime claims of the Department;

- vi) to place orders for acquiring office supplies, equipments and other related items locally or from overseas and prepare payment vouchers/local purchase orders as necessary;
- vii) such other duties as may be assigned from time to time.

QUALIFICATIONS : Applicants must have at least passed form 5 Secondary level. Should have good command of spoken and written English. Must have at least seven years experience in clerical or administrative job.

Applications should be lodged in writing stating name, age, qualification and experience with the Public Service Commissioner before 4.30pm., on Friday 30th October, 1992.

DATED this 9th day of October, 1992.

LEO D KEKE
A/PUBLIC SERVICE COMMISSIONER

G.N.No.379/1992.

CORRIGENDUM

In Government Gazette No.46/1992, Gazette Notice No.276/1992

DELETE : TERM 4 : 4th October - 17th December
INSERT : TERM 4 : 11th October - 17th December

GAZETTE OFFICER