



Australian Capital
Territory

GAZETTE

A.C.T No. 41, 17 October 1990

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GENERAL INFORMATION

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ISSUES OF THE ACT GOVERNMENT GAZETTE

An **ACT Gazette** will be published on Wednesday each week (if required). Notices included in this **Gazette** are Government Business, Periodic, Purchasing and Disposal, and Australian Capital Territory Teaching Service (Australian Public Service notices for Office of the ACT Public Service staff will continue to appear in the **Commonwealth of Australia Gazette**). Issues are sold at \$2.15 each.

An **ACT Gazette (Special)** will be published when required.

Index issues of the **ACT Gazette** are published yearly.

NOTICES FOR PUBLICATION and related correspondence should be addressed to:

ACT Gazette Officer (tel: (06) 275 8517)
Public Affairs Branch
ACT Government Service
PO Box 921
Civic Square ACT 2608

or lodged at Public Affairs Branch, Level 3, ACT Administration Centre, 1 Constitution Avenue, Canberra City. Notices are accepted for publication in the next available issue, unless otherwise specified.

Except where a standard form is used, all notices for publication must have a covering instruction setting out requirements. A typewritten original is to be provided. Copy is to be confined to one side of the paper and sheets are to be of uniform size (A4). "Contracts arranged" notices are to be issued on the forms provided for this purpose. All other copy is to be confined within the margins of: 20mm from the top and bottom; and 25mm from left hand side and right hand side of the page. Copy is to be numbered consecutively and fastened securely together. Dates, proper names and signatures are to be shown clearly.

Copy will be returned unpublished if not submitted in accordance with these requirements.

CLOSING TIME. Notices for publication should be lodged at Public Affairs Branch, ACT Administration Centre, unless otherwise specified, by 4.30 pm, Wednesday in the week prior to publication.

PRIVATE NOTICES. The rates of charge and conditions applying to acceptance of copy for private notices are as follows:

- (a) minimum charge up to 125 words \$63.00
- (b) each 25 words (or part therefore) thereafter \$13.00.

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ALL REMITTANCES, in respect of private notices, should be made payable to the ACT Gazette Office.

GENERAL INFORMATION Continued

SUBSCRIPTIONS are payable in advance and are accepted for a maximum period of one year. All subscriptions are on a firm basis and refunds for cancellations will not be given.

The regular (weekly) issue of the ACT Gazette is available on subscription at the rate of \$153.00 per year. This rate includes supply of Special issues published in the previous week and postage in Australia.

AVAILABILITY. The ACT Gazette is available by subscription from:

ACT Gazette Office
Level 3
ACT Administration Centre
1 Constitution Avenue
CANBERRA CITY ACT 2601

(Cheques should be made out to ACT Gazette Office)

or over the counter at the

Shopfront
Ground Floor, North Building
London Circuit
CANBERRA ACT

Phone: (06) 246 3098

and Shopfront
Homeworld
TUGGERANONG ACT

Phone: (06) 293 5371

GOVERNMENT NOTICES

ACT DEPARTMENT OF HEALTH

NURSES BOARD OF THE AUSTRALIAN CAPITAL TERRITORY

ELECTION FOR 4 MEMBERS OF THE NURSES BOARD OF THE ACT UNDER THE HEALTH PROFESSIONS BOARDS (ELECTIONS) ACT 1980

DECLARATION OF NOMINATIONS UNDER SECTION 11

I, ROGER DAVID RANKIN, being the officer for the time being occupying an office, the occupant of which has been appointed by the Electoral Commissioner to be the Returning Officer for the purposes of an election of Four (4) members of the Nurses Board of the ACT, declare the following registered practitioners named as having been nominated as candidates:-

Brett John GRIFFITHS
63 Fullerton Crescent
Richardson ACT 2905

Mary Joan HORSHAM
1 Britton Place
McKellar ACT 2617

Judith Hilary MANNING
112 Kalgoorlie Crescent
Fisher ACT 2611

Patricia Lorraine SHAW
58 Burrinjuck Cres
Duffy ACT 2611

Yvonne Anne SANGSTER
PO Box 51
Farrer ACT 2607

Gunhild Marlene EGGERT
55 Cameron Rd
Queanbeyan NSW 2620

Louise Elizabeth MUIR
3 Dry Street
Curtin ACT 2605

Marie Lorraine McLAUGHLIN
5 Duigan Street
Scullin ACT 2615

Jeanne Randle BLAKER
10 Nailsworth St
Cottesloe
Perth WA 6011

Ian Robert COPPELL
1/81 Hopetoun Crt
Yarralumla ACT 2600

Annette Grace GALLAGHER
4 Lipman Street
Chapman ACT 2611

Voting papers will be issued to registered practitioners on 30 October 1990 with the poll closing on 20 November 1990 at 12 noon.

ROGER RANKIN
Returning Officer
Australian Electoral Commission
Canberra

Ph: (06)2497908

90/123

PURCHASING AND DISPOSALS

Categories used in this Gazette

Set out below are the categories used in this publication. Examples of goods and services in each category are given to guide users of the gazette.

PRIMARY SECTOR

Agricultural Produce, Un-processed (01)

Animals, fruit, vegetables, cereal grains

Services to Agriculture (02)

Sheep shearing, aerial spraying, plant quarantine; wool classing

Forestry and Logging Products, Un-Processed and Forestry Services (03)

Logging, tree-felling, timber railway sleepers; afforestation

Fishing and Hunting or Trapping Produce, Un-processed (04)

Mining Produce (05)

Metallic minerals; coal, oil, gas; sand, gravel, stone

Services to Mining (06)

Prospecting, exploration and drilling for oil, gas and minerals.

MANUFACTURING SECTOR

Food Beverages and Tobacco, Manufactured (07)

Meat processing and products; milk products; processed fruit and vegetable products, breads, cakes, biscuits; sugar, confectionary; beer, wine, spirits; processed sea products, eg. fish, shellfish, seaweed

Textiles, Clothing and Footwear (08)

Wood (Prepared), Wood Products and Furniture (Except Sheet Metal) and Mattresses (Except Rubber) (09)

Paper, Paper Products, Printing and Publishing (10)

Chemicals, Petroleum and Coal Products Refined or Manufactured (11)

Adhesives; ammunition; cosmetics; fireworks; soaps; rubber; pesticides; paint; petrol

Non-Metallic Mineral Products, Manufactured (12)

Glass, clay and ceramic products; cement, concrete, plaster and stone products

Basic Metal Products, Manufactured (13)

Iron and steel sheets; rail fastenings; chains; steel castings; pipe fittings; refined and smeltered products; rolled, drawn and extruded metal products

PURCHASING AND DISPOSALS Continued

Fabricated Metal Products (14)

Hand tools; carpents; fly screen doors; metal sheds; cans; sheet metal furniture; cutlery; springs; bolts

Transport Equipment (15)

Motor vehicles and parts (not tyres, see Code 20); trailers; caravans; aircraft; rockets; ships; railway stock; bicycles; wheelbarrows

Photographic, Professional and Scientific Equipment (16)

Photocopy and facsimile machines; cameras; aircraft instruments; telescopes; microscopes; surgical equipment; laboratory equipment

Electrical Equipment and Hardware, Household Appliances (17)

Computer software (off-the-shelf) (see Code 27); audio equipment; radio and television receivers; refrigerators and household appliances; water heaters; batteries; electric and telephone cable and wire; lighting equipment; solar panels and wind generators

Computer, Office Equipment, and Electrical Equipment NEC (18)

Computers and peripherals (purchase and lease); electronic office machines (see also Code 16); satellites; radio and television transmitting equipment; television cameras; picture tubes and studio equipment; navigational aids; semi-conductors; telephones and switch-boards; X-ray equipment; printed circuit boards

Industrial Machinery and Equipment (19)

Agricultural and industrial machinery; materials handling equipment; machine tools, saw blades, vernier calipers, jigs, dies; commercial heaters and coolers; outboard motors, mechanical typewriters

Leather, Rubber, Plastic and Manufactured Good NEC (20)

Tyres, tubes; abrasive papers; eye glasses; jewellery; brooms brushes; sports equipment; advertising signs; writing equipment; pianos; umbrellas

SERVICES SECTOR

Electricity, Gas, Water, Sewerage and Drainage (21)

Municipal charges for these services, not construction (see Code 22)

Construction and Construction Services (22)

New works, repairs and maintenance of public facilities including roads, dams, pylons, towers, housing, buildings and hospitals; not architectural, engineering or surveying consultancies (see Code 27)

Automotive Services (23)

Automotive repairs; panel beating; windscreen replacement

Transport and Storage Services (24)

Freight transport; courier services; furniture removal; bus services, taxis; ship, rail and air transport; air and boat charters; cable cars; pipeline operations; car parking operations; coal and wheat loaders; ship navigation services; cotainer terminals; travel agencies; grain and cold storage

PURCHASING AND DISPOSALS Continued

Communication Services (25)

Facsimile, postal, telephone, telex, telegraph and teleprinter services; post office operations; satellite communication services, not construction (see Code 22) and not equipment (see Code 18)

Finance, Investment, Insurance and Related Services (26)

Banking, credit unions, building societies; money market dealings; finance companies; investment trusts; share broking; superannuation; health funds; insurance products and services

Consultancy, Property and Business Services NEC (27)

Computer software (customised development)(see Code 17); real estate agents and services; auction services; architectural, engineering and surveying services including marine and radio survey; legal accounting; and electronic data processing services; market and business consultancy; typing, copying and mailing services; pest control; cleaning services

Plant Hire and Leasing NEC (28)

All short-term hire and leasing of industrial equipment (except transport equipment (Code 24)) and computer hardware (Code 17), without operators and for less than 12 months; crane hire with operator.

Health, Education, Museum and Library Services (29)

Hospitals and nursing homes; medical, dental, optical and veterinary services; ambulance services

Research, Scientific and Meteorology Services (30)

Research in the agricultural biological, physical and social sciences; meteorological services

Community Services, Recreational, Personal and Other Services (31)

Police; prisons; fire brigades; garbage disposal; film production; hotel and catering services

INVITATIONS TO TENDER, QUOTE OR REGISTER INTEREST

Copies of the following are available from the Contracts Section.
3rd Floor. Braddon Offices. 220 Northbourne Avenue. Braddon. ACT.

CATEGORY: Industrial Machinery and Equipment (19)

Supply and delivery of street sweepers. Enquiries: Contract. N Mahan
(06) 246 3298. Technical. R Mizgalski (06) 246 2155. Closing Date:
7 November 1990.

TENDERS FOR ALL OF THE ABOVE SHOULD BE LODGED AT:

The Tender Box
Ground Floor
Braddon Offices
220 Northbourne Avenue
BRADDON ACT 2601

OR POSTED TO:

The Contracts Section
PO Box 1010
CIVIC SQUARE ACT 2608

CONTRACTS ARRANGED

Purchase Ref/NO	Description of Supplies	Value (\$A)	Period Contract	Contractor	P&S
ACT FIRE BRIGADE					
101062-2	RP900-MICRON READER/ PRINTER SL/SC INCLUDING TONER KIT, SPARE LAMP, CLEANING KIT, DUST COVER	2702.51	08/78959U	COMPUTER RESOURCES 42 CHANDOS ST ST LEONARDS NSW 2065	18
101072-9	SMOKE DETECTORS SAVE LIVES (LEAFLETS) PREVIOUSLY CALLED: 'WHERE THERE'S SMOKE THERE'S FIRE	2115.00	NA	THE MCLAREN PRESS P/L PO BOX 1028 RICHMOND VIC 3121	10
101076-1	NEC P.C CELLULAR PHONE	2200.00	NA	LINK TELECOMMUNICATIO UNIT 5/15 NEWCASTLE FYSHWICK ACT 2609	18
101077-+	SUPPLY FIRE TUNICS AS PER SAMPLE SUPPLIED SIZES 36, 38, 40 & 42	11560.0	NA	AUST DEFENCE IND CLOTHING DIVISION 245 MARION ST LEICHARDT NSW 2040	08
101078-8	SUPPLY YAKKA HEAVY DUTY BLACK SOCKS STYLE: 85440	5700.00	NA	YAKKA INDUSTRIAL WEAR 1 GAREMA CIRT KINGSGROVE NSW 2208	08
101082-5	TP386-33C HIGH PERF. PC 80386 33MHZ PROCESSOR, 4MB RAM, 71MB HDD-28MS, 1.2MB 5.25" FDD, 1.44MB 3.5" FDD, 2 X SERIAL PORTS, 3 X PARALLEL PORTS, TOWER CASE, 101 KEYBOARD, SUPER VGA SCREEN (1024X768) PLUS MS DOS 4.01	5100.00	NA	CSA P/L SUITE 7-8 TREVOR PEARCEY HOUSE TRAEGER COURT FERN HILL PARK ACT 2617	18
101086-8	100% COTTON GENUINE BONDS T-SHIRTS, NAVY BLUE SIZES 16, 18, 20, 22 & 24	3002.88	NA	L.W. REID P/L 5-7 WENTWORTH ST CHULLORA NSW 2190	08

CONTRACTS ARRANGED Continued

Purchase Reference number	Description of Supplies	Value (\$A)	Period contract	Contractor (include postcode at end of address)	P & S Co
EAA-90035	ACT Institute of TAFE PLC Training Kits	\$10,415.00		Mitsubshi Pty Ltd RYDALMERE NSW 2116	18
EAA-90039	Computing Equipment	\$25,439.50		Alternative Computers FYSHWICK ACT 2609	18
EAA-90046	Computing Equipment	\$ 2,760.00		The Logical Approach BELCONNEN ACT 2616	18

MINISTRY FOR HEALTH EDUCATION & THE ARTS

SA051/1	Mac SE 2mb Keyboard Image Writer	4775.00		Computerland Turner ACT 2601	18
SA052/1	Personal Laserwriter NT	3599.00		ACT Office Equipment Fyshwick ACT 2609	18
SA953/1	Cleaning/maintenance Hydrotherapy pools	18778.00		In the Swim Pool Service Chisholm ACT 2905	22
SA055/1	Supply & install blinds Campbell Primary	2432.00	PC59/10702M	Winterburn Fort Interiors Braddon ACT 2601	08
SA056/1	Supply carpet at Jervis Bay Primary	2925.00		Mat-Lock Carpet Services Nowra NSW 2541	08
SA057/1	Survey energy costs at Erindale/Tuggeranong Colleges	8000.00		ACT Public Works Canberra City 2601	27
SA058/1	Application for leave forms	2780.00		AGPS Canberra City 2601	10
SA060/1	Facsimilie Machine	2225.00		Sharp Corporation Fyshwick ACT 2609	16
SA059/1	Software Pagemaker	4520.00		OA Link Computers Belconnen ACT 2617	18
SA061/1	MS Word 5	11690.00		OA Link Computers Belconnen ACT 2617	18
SA062/1	Intel Above board	15800.00		OA Link Computers Belconnen ACT 2617	18
SA90/022	Minor maintenance schools	5000.00		B & M Lugg Rivett ACT 2611	22
SA90/013	Minor maintenance schools	30000.00		Canbuilt Scullin ACT 2614	22
SA90/011	Minor maintenance schools	14000.00		Craig Azzopardi Narrabundah ACT 2604	22

CONTRACTS ARRANGED Continued

Purchase Reference number	Description of Supplies	Value (\$A)	Period contract	Contractor (include postcode at end of address)	P & S Co.
SA90/012	MINISTRY FOR HEALTH EDUCATION & THE ARTS Minor maintenance schools	45000.00		Norfolk Maintenance & Electrical Dickson ACT 2602	22
SA90/014	Minor maintenance schools	30000.00		PM PM Pty Ltd Queanbeyan NSW 2620	22
SA90/015	Minor maintenance schools	30000.00		J & B Home Maintenance Chisholm ACT 2905	22
SA90/016	Minor maintenance schools	10000.00		PJ & BA Reilly Curtin ACT 2605	22
SA90/018	Minor maintenance schools	10000.00		Gordon Bowen Plumbing Wanniassa ACT 2903	22
SA90/017	Minor maintenance schools	10000.00		McCulloch & Frater Kingston ACT 2604	22
SA90/025	Minor maintenance schools	10000.00		ACT Health Services Mitchell ACT 2911	22
SA90/023	Minor maintenance schools	5000.00		J M Home Maintenance Calwell ACT 2905	22
SA90/027	Minor maintenance schools	4000.00		Beaver Maintenance Curtin ACT 2606	22
SA90/028	Minor maintenance schools	10000.00		F J Constructions Charnwood ACT 2615	22
SA90/019	Minor maintenance schools	8000.00		P O'Dwyer Pty Ltd Melba ACT 2615	22
SA90/021	Minor maintenance schools	8000.00		J C L Electrics Pty Ltd Fadden ACT 2904	22
SA90/020	Minor maintenance schools	8000.00		A & K Electrics Giralang ACT 2617	22
SA90/024	Minor maintenance schools	15000.00		Discount Glass Belconnen ACT 2617	22
SA90/025	Minor maintenance schools	15000.00		Summers Glass & Joinery Fyshwick ACT 2609	22
SA90/029	Contract Programming services	95680.00		Logical Applications & Systems Pty Ltd Latham ACT 2615	27
90/610/233	Annual microfiche subscription	3700.00		Eric Document Reproduction Service Alexandria 22304 USA	27
90/610/233	Subscription CD rom discs	4000.00		Aldis Port Melbourne Vic 3207	27

CONTRACTS ARRANGED Continued

Purchase Reference number	Description of Supplies	Value (\$A)	Period contract	Contractor (include postcode at end of address)	P & S Co.
MINISTRY FOR HEALTH EDUCATION & THE ARTS					
90/610/233	Dobis/libris terminal charges	41400.00		Ferntree Computer Corp Clayton Vic 3168	27
90/610/233	Subscription journals	15000.00		Bennett Ebsco Subscription Service Nth Sydney NSW 2060	27
90/610/233	Subscription periodicals/ journals	10000.00		International Subscription Agency Toowong Qld 4066	27
90/610/233	Laser printers	15840.00		Specialised Technology Group Canberra City 2601	18
ACT GOVERNMENT PARKS & CONSERVATION					
001118-0	SUPPLY OF VARIOUS PLAY EQUIPMENT	5 000.00	QA128/90	ARINYA P/L QUEANBEYAN NSW 2620	18
001157-8	SUPPLY & DELIVERY OF ROTARY MOWERS	79 950.00	QA162/90	CANBERRA MOWER SERV BELCONNEN	15
001138-3	PRINTING OF FORMS	9 750.00	QA157/90	CBF PRINTERS FYSHWICK ACT 2620	10
001099-7	SUPPLY OF ISUZU NKR250 CREW 2 TONNE DUAL CAB DIESEL	224 715.69	PC17	ISUZU GENERAL MOTORS PORT MELBOURNE 3207 VIC	15
001100-9	SUPPLY OF SUBARU 4 WR STATION WAGON	33 763.00	SCB951/	GREGORYS MOTORS P/L BRADDON ACT 2609	15
001102-5	SUPPLY OF TRACTOR	130 413.00	TELECOM OS3200	J I CASE AUST P/L ST MARYS NSW 2780	15
001098-9	REPAIRS TO NISSAN PINTARA SEDAN	2 113.70	QA161/90	JIM FARRELL & SON FYSHWICK ACT 2609	15
001065-5	SUPPLY OF 3 TOYOTA HILUX UTILITY	61 915.46	SCB951	CANBERRA TOYOTA FYSHWICK ACT 2609	15

CONTRACTS ARRANGED Continued

Purchase Reference number	Description of Supplies	Value (\$A)	Period contract	Contractor (include postcode at end of address)	P & S C
<u>ACT GOVERNMENT PARKS & CONSERVATION</u>					
000917-9	VARIOUS TYRES AND TUBES	15 000.00	PC45	BEAUREPAIRES FYSHWICK ACT 2609	15
000915-2	MANGENESE ALKALINE BATTERIES	5 000.00	SCB215/27	EVEREADY AUST. P/L ROSEBERY NSW 2018	17
001040-1	SUPPLY OF POWER SAW BLADES	7 612.00	QA7/90	DIATEC DIAMOND TOOLS DEE WHY NSW 2099	13
001041-+	SUPPLY OF CASTRO JACKETS	8 000.00	PC45	JONES WORKWEAR P/L FOOTSCRAY WEST VIC 3012	08
001042-8	SUPPLY OF TROUSERS JUMPERS, SHIRTS	20 000.00	PC45	JONES WORKWEAR P/L FOOTSCRAY WEST VIC 3012	08
001038-0	SUPPLY OF COM MIX TYRES SEALANT	5 000.00	QA111/90	AEROMOTIVE TOOLS AND EQUIPMENT WANNIASSA ACT 2609	13
001240-7	SUPPLY AND DELIVERY JOHN DEERE	7 096.00	QA168/90	CANBERRA MOWER SERV BELCONNEN ACT 2617	15
001274-9	SUPPLY OF SPARE PARTS ROTARY MOWER	5 000.00	CT45/90	AGRIFARM ENGINEERING TAREE 2430	15
001228-+	PRINTING OF FORMS	2 430.00	QA155/90	BUCKNER PRINTING ZILLMERE 4034	10
001067-1	SUPPLY OF READY MIXED CONCRETE	5 000.00	MC88/	MITCHELL MINI MIX DICKSON ACT 2606	22
001064-7	SUPPLY OF PLAY EQUIPMENT	5 000.00	QA128/90	AUSPLAY O' CONNOR ACT 2601	18
001066-3	SUPPLY AND DELIVERY FORD LASER HATCHBACK	11 737.00	SCB950	GREGORYS MOTORS P/L BRADDON ACT	15
000988-1	SUPPLY OF POWER HACKSAWS BLADES	2 280.00	QA7/90	DIATEC DIAMOND TOOLS DEE WHY NSW 2099	19
000985-7	SUPPLY OF POLO SHIRTS	26 280.00	QA137/90	HYPER - ACTIVE CLOTHING SURRY HILLS 2010	08
000984-9	REPAIRS & ALTERATIONS PARKS & CONSERVATION UNIFORMS	2 000.00	QA141/90	MODERN TAILORING MITCHELL ACT 2911	08

CONTRACTS ARRANGED Continued

Purchase Reference number	Description of Supplies	Value (\$A)	Period contract	Contractor (include postcode at end of address)	P & S
ACT GOVERNMENT PARKS & CONSERVATION					
000982-2	SUPPLY FORD LASER HATCHBACK	11 737.00	SCB950	GREGORIS MOTORS P/L BRADDON ACT 2601	15
000983-0	SUPPLY ISUZU FTS 700 CREW CAB CHASSIS 4M3 TIPPING BODY	73 790.00	CT44/90	ISUZU GENERAL PORT MELBOURNE VIC 3207	15
001116-4	SUPPLY OF PADLOCKS	2 000.00	QA177/89	OGDEN INDUSTRIES P/L OAKLEIGH VIC 3166	14
001187-7	SUPPLY OF 400 TONNE OF 14MM AGGREGATE	7 996.00	MC88004	BORAL RESOURCES P/L MANUKA ACT 2603	06
001241-5	SERVICING OF PHOTOCOPYING	5 000.00	MAINT	CANNON AUSTRALIA FYSHWICK ACT 2609	18
000981-4	SUPPLY OF 2 FORD FALCON UTILITY	28 537.00	SCB950	BRIAN POLLOCKS MOTORS PHILLIP ACT 2606	15

PRIVATE NOTICES

IN THE SUPREME COURT OF THE)
)
AUSTRALIAN CAPITAL TERRITORY)
)
PROBATE JURISDICTION)

No. P438 of 1989

IN THE WILL of MICHAEL JOHN CASEY
 late of 5 Bancroft Street, Dickson in
 the Australian Capital Territory,
 Catholic Priest deceased

NOTICE TO CREDITORS

Probate granted by the Australian Capital Territory on 22 December, 1989
PURSUANT to the Administration and Probate Act, 1929 (The Family Provision Act
 1969 and Trustee Act, 1925 - 1942 of New South Wales in its application to the
 Territory) WILLIAM O'SHEA and JOSEPH STAUNTON the executors of the Will of the
 said MICHAEL JOHN CASEY who died on the 18th day of September 1989 hereby give
 notice that creditors and others having any claim against or to the estate of
 the said deceased are required to send particulars of their claims to the said
 executors at Manfred Stinson & Kildea, Solicitors, Suite 103, First Floor, MLC
 Tower, Woden Town Centre, Phillip ACT 2606, on or before the 31st day of
 December 1990 at the expiration of which time the said executors will
 distribute the assets having regard only to the claims of which they then have
 notice.

Dated the 27th day of September, 1990

MANFRED STINSON & KILDEA,
 Solicitors,
 1st Floor, M.L.C. Tower,
 Woden Town Centre,
 (P.O. Box 84),
PHILLIP A.C.T. 2606

Telephone: 281 5511

PRIVATE NOTICES Continued

AFTER the expiration of fourteen clear days from the publication hereof application will be made to the Supreme Court of the Australian Capital Territory for Letters of Administration with the Will dated 12 September 1979 annexed of the estate of LIONEL NICHOLAS CARBERRY late of Sir Leslie Morshead War Veterans Home, Archibald Street, Lyneham in the Australian Capital Territory, Retired, to be granted to the PUBLIC TRUSTEE FOR THE AUSTRALIAN CAPITAL TERRITORY, MALCOLM JOHN CARBERRY the Executor therein named having renounced probate thereof. All persons having claim against the estate must send particulars thereof to the Public Trustee, GPO Box 515, Canberra ACT 2601 within two months of the date of publication of this notice after which time the Public Trustee may distribute the assets of the estate having regard only to the claims of which he then has notice. DC Dunckley, Acting Public Trustee, ACT.

AUSTRALIAN CAPITAL TERRITORY TEACHING SERVICE

A.C.T. INSTITUTE OF TECHNICAL AND FURTHER EDUCATION
AUSTRALIAN CAPITAL TERRITORY TEACHING SERVICE
(TAFE COMPONENT)

NOTIFICATION OF VACANCIES

The A.C.T. Institute of Technical and Further Education (A.C.T. Institute of TAFE) is an equal opportunity employer with a smoke free working environment.

Permanent members of the Australian Capital Territory Teaching Service (TAFE component) employed in the ACT Institute of TAFE are invited to apply for the following positions. These positions are to be filled under the Joint Selection Committee (JSC) provisions of Division 4 (Section 31 to 34A) of the Teaching Service Act 1972. A JSC consists of a Chairperson appointed by the Minister and not fewer than 2 and not more than 3 persons agreed by the relevant staff authority and the relevant staff organisation.

Teacher Band 2 (TAFE), School of Electrical and Electronic Studies, Refrigeration/Allied Trades Department, Position No. 1057. (expected vacancy).

Duties: As directed by the Head of School, manage the operations of the Department in accordance with the educational and administrative philosophy of the School and the Institute. Carry out administrative tasks directly related to the efficient and effective operation of the department, and participate in the corporate management of the school. Motivate, direct, control and co-ordinate the activities of teaching and non-teaching staff of the department. Prepare estimates and monitor resource usage. Represent and promote the department as required. Approve curriculum development and educational resource development projects. Organise approved trade/skill tests for the Institute and for external agencies. Teach primarily within the department up to the hours in the relevant industrial award. Perform other educational and administrative tasks and other incidental duties as required by the Head of School.

The salary for the above position \$44277.

Qualifications: Degree or Diploma in Education or at least equivalent studies. Three years experience in TAFE or similar environment. Experience relevant to the position.

Contact officer for enquiries: Mr J Thompson (06) 252 0411
Position Profile and Selection Criteria: Mr G Madge (06) 252 0491.

AUSTRALIAN CAPITAL TERRITORY TEACHING SERVICE Continued

Teacher Band 2 (TAFE), Curriculum and Staff Development Unit, Staff Development Department, Position No. EDS 1611).

Duties: The appointee will be responsible for the provision of staff development and staff appraisal services to the ACT Institute of TAFE. Duties will include the management of the operations of the Department in accordance with the Institute's educational and administrative policies; the development and implementation of Institute wide programs for all staff based upon appropriately conducted needs surveys; the direction, co-ordination and control of the activities of staff of the Department across all campuses of the Institute; and teaching in areas of expertise up to a maximum annual teaching load of 90 daylight equivalent hours per annum as per relevant award.

The salary for the above position \$44277

Qualifications: Diploma in teaching or education and/or management equivalent qualifications. Three years experience in TAFE or similar institution highly desirable.

Contact officer for enquiries: Mr E Thomas (06) 245 1592
Position Profile and Selection Criteria: Ms C Hand (06) 245 1592

Teacher Band 2 (TAFE), School of Applied Science, Chemistry Department, Position No. 1045.

Duties: Manage the Chemistry Department including both educational and administrative matters. Provide educational leadership. Liaise with other educational institutions, the community and industry.

Note: This position will be temporarily vacant from 21 January 1991 until 30 November 1991.

The salary for the above position \$44277

Qualifications: Degree or Diploma in Education or at least equivalent studies. Three years experience in TAFE or similar environment. Experience relevant to the position.

Contact officer for enquiries: Mr A O'Leary (06) 252 0599
Position Profile and Selection Criteria: Ms S Sutherland (06) 252 0798

AUSTRALIAN CAPITAL TERRITORY TEACHING SERVICE Continued

Written applications should be concise and address the position profile (job description and selection criteria) and include the following information:

- . Education qualifications, years, institutions and awards/subjects
- . Employment history showing years, employers and positions held
- . Names and contact addresses/telephone numbers of referees
- . Other information relevant to the application

Applications marked "Staff in Confidence" should be forwarded to the address below by 7 November 1990.

The Recruitment Officer
ACT Institute of TAFE
GPO Box 826
CANBERRA CITY ACT 2601

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