



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

No. 30

9th February, 2023

Nauru

G.N.No. 150/2023

PUBLIC SERVICE ACT 2016
SECTION 16 (3)

RECLASSIFICATION OF POSITIONS

PURSUANT TO the powers in that behalf vested in me, under Section 16, Subsection (3) of the Nauru Public Service Act 2016, I, RUSS JOSEPH KUN, M.P., President and Minister responsible for the the Public Service, DO HEREBY, with effect from 4th October 2022 alter the classification of the following positions.

DEPARTMENT OF PRESIDENCY

Secretariat

Current Classification	No. of Position	Altered Classification
Chief of Staff to the President Band 15.1	1	Principal Secretary to the President Band 15.1

DATED this 4th day of October, 2022.

H.E. HON. RUSS JOSEPH KUN, M.P
PRESIDENT
AND MINISTER FOR PUBLIC SERVICE

PUBLIC SERVICE ACT 2016
SECTION 16

CREATION OF POSITION

PURSUANT TO the powers in that behalf vested in me, under Section 16, subsection (1) clause (a) of the Nauru Public Service Act 2016, I, RUSS JOSEPH KUN, M.P., President and Minister responsible for the Public Service, DO HEREBY, effective immediately create the following position.

DEPARTMENT OF MINISTERIAL
Secretariat

Creation of Position

Designation	No. of Position	Salary Scale (per annum)
Personal Assistant	2	Band 7.1

DATED this 4th day of October, 2022.

H.E. HON. RUSS JOSEPH KUN, M.P
PRESIDENT
AND MINISTER FOR PUBLIC SERVICE

PUBLIC SERVICE ACT 2016
SECTION 16

CREATION OF POSITION

PURSUANT TO the powers in that behalf vested in me, under Section 16, subsection (1) clause (a) of the Nauru Public Service Act 2016, I, RUSS JOSEPH KUN, M.P., President and Minister responsible for the Public Service, DO HEREBY, effective immediately create the following position.

DEPARTMENT OF PRESIDENCY
Secretariat

Creation of Position

Designation	No. of Position	Salary Scale (per annum)
Personal Assistant	1	Band 7.1

DATED this 4th day of October, 2022.

H.E. HON. RUSS JOSEPH KUN, M.P
PRESIDENT
AND MINISTER FOR PUBLIC SERVICE

PUBLIC SERVICE ACT 2016
SECTION 16 (1)

CREATION OF POSITION

PURSUANT TO the powers in that behalf vested in me, under Section 16, Subsection (1) of the Nauru Public Service Act 2016, I, RUSS JOSEPH KUN, M.P., President and Minister responsible for the Public Service, DO HEREBY, with effect from 7th October 2022 alter the classification of the following position.

DEPARTMENT OF PRESIDENCY

Secretariat

No. of Position	Creation of Position
1	Foreign Investment Adviser 14.1

DATED this 7th day of October, 2022.

H.E. HON. RUSS JOSEPH KUN, M.P
PRESIDENT
AND MINISTER FOR PUBLIC SERVICE

PUBLIC SERVICE ACT 2016
SECTION 11A (1a)

CREATION OF POSITIONS

PURSUANT TO the powers in that behalf vested in me, under Section 11A(1)(a) of the Public Service Act 2016, I, RUSS JOSEPH KUN, M.P., President and Minister responsible for the Public Service, DO HEREBY, create the following division with effect from 28th February, 2022.

HIGHER GROUND INITIATIVE (HGI) DIVISION UNDER THE DEPARTMENT OF CLIMATE CHANGE AND NATIONAL RESILIENCE

1. Creation of Positions within the HGI Division – Pursuant to Section 16 (1)(a) of the Public Service Act 2016:

Designation	Salary Scale	No. of Position
Project Manager	10.1 - \$18,722	1
Executive Secretary	4.3 - \$12,554	1

DATED this 7th day of February, 2023.

H.E. HON. RUSS JOSEPH KUN, M.P
PRESIDENT
AND MINISTER FOR PUBLIC SERVICE

G.N.No. 155/2023

PUBLIC SERVICE ACT 2016
SECTION 27A, (2a)

NOTICE OF TRANSFER

It is notified for general information the following officer's transfer is effective as follows:

DEPARTMENT OF HEALTH & MEDICAL SERVICES
(Human Resource for Health)

NAME	TRANSFERRED FROM: EDUCATION DEPARTMENT	TRANSFERRED TO: HEALTH DEPARTMENT	EFFECTIVE
Norma Caleb	Caretaker/Cleaner Band 1.1 - \$9, 724 per annum	Staff Welfare Officer Band 4.1 - \$12,248 per annum	21/2/2022

DATED this 27th day of January, 2023

IPIA GADABU
ACTING CHIEF SECRETARY

G.N.No. 156/2023

PUBLIC SERVICE ACT 2016
SECTION 27A, (2a)

NOTICE OF TRANSFER

It is notified for general information the following officer's transfer is effective as follows:

DEPARTMENT OF HEALTH & MEDICAL SERVICES
(Human Resource for Health)

NAME	TRANSFERRED FROM:	TRANSFERRED TO:	EFFECTIVE
Norma Caleb	Staff Welfare Officer Band 4.1 - \$13, 503 per annum	Clerical Officer Band 4.1 - \$13,503 per annum	24/1/2023

DATED this 3rd day of February, 2023

IPIA GADABU
ACTING CHIEF SECRETARY

G.N.No. 157/2023

ENGAGEMENT TO MARRY

NAME OF PARTIES: Brenoki Jacob Limen of Yaren District, and
Mishan Detabene of Buada District.

DATE OF ENGAGEMENT: 20th February, 2022

HON. RUSS JOSEPH KUN, M.P
MINISTER IN CHARGE

G.N.No. 158/2023

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 FINANCE
(Nauru Customs Services)

POSITION : Customs Officer
SALARY RANGE : Band 6.1 – \$15,172 gross salary per annum

PRIMARY PURPOSE OF POSITION:

- This Customs Officer, Border Posts plays a critical role in revenue collection, facilitation of the flow of legitimate trade and travel, and the implementation of border protection measures. Front line border post personnel are responsible for ensuring compliance with Customs and other government laws and regulations, and for preventing all importations/exportations contrary to law and trade agreements from entering/exiting Nauru.

DUTIES & RESPONSIBILITIES:

- Attend to incoming and outgoing flights including passengers' flights, cargo flights, medical and charter flights
- Issue aircraft and sea craft Customs clearance to enter/depart Nauru.
- Undertake boarding and ships' rummage duties.
- Participate in analysis and risk profiling activities, targeting and identifying potential risk prior to vessel/craft arrivals, through the advance information of cargo and passenger list.
- Obtain information about the description, characteristics, value and country of origin of imported merchandise or agricultural products by questioning and eliciting information from individuals.
- Conduct physical inspections of selected persons, baggage, cargo and postal goods as appropriate, enacting correct search procedures to prevent the entry or departure of illicit substances, prohibited materials and other prohibited and restricted foods.
- Ensure accurate calculation of duties and taxes payable on dutiable items.
- Assess import documentation against actual cargo imports and identify discrepancies, taking action in line with legislation.

G.N.No. 158/2023 (Cont'd)

- Inform superiors of detected contraband, illicit goods and materials, undeclared merchandise and conveyances that contain such merchandise.
- Operate X-ray scanning equipment – viewing images and interpreting density, colour and shapes – and apply the correct process to investigation and where relevant report instances of-compliant goods.
- Ensure passenger facilitation is balanced with community protection measures.
- Collaborate with, and provide support to other border agencies insofar as permitted under Customs laws and regulations.
- Actively participate, as appropriate, in the implementation of initiatives to promote gender equality within the Customs Department.
- Any other duties as required.

QUALIFICATIONS & EXPERIENCE:

- Secondary Level
- Specialised training in Customs as conducted by Oceania Customs Organisation, World Customs Organisation, World Customs Organisation or any notable Customs Administration.
- Good working knowledge of the Customs Act and procedures.
- Well versed in the Harmonised Classification System and methods of Customs Valuation
- Good understanding of the concepts and principles of trade facilitation.
- Ability to perform in a rapidly changing multi-task environment.
- Demonstrated ability to follow policy and procedures.
- Sound numeracy skills
- Basic accounting skills
- Excellent listening and questioning skills.
- Ability to work accurately, paying attention to detail and noticing inconsistencies.
- Ability to work independently and as part of a team.
- Tactful and polite with excellent communication (both oral and written and interpersonal skills).
- Excellent customer service skills with the ability to interact with a range of stakeholders
- Above average computing skills.
- Honesty and integrity, as well as fairness in applying the rules
- Strong work ethics
- Respect for diversity.

Applications should be lodged to the Secretary for Corporate Services stating name, age, qualifications and curriculum vitae with supporting references and any other relevant attachments no later than **5:00pm, Friday 24th February 2023.**

Dated this 7th day of January 2023

IPIA GADABU
ACTING CHIEF SECRETARY