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Papua New Guinea

National Gazette

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No. 2 PORT MORESBY, THURSDAY, 2nd JANUARY  
1975

#### NOTIFICATION OF VACANCIES

Applications are invited from permanent officers of the National Public Service of Papua

New Guinea for promotion or transfer to the positions named in the Schedule hereunder.

Applications should be forwarded to:

The Co-ordinator,  
Public Service Selection Unit,  
P.O. Box 1430, Boroko.  
(Telegraphic Address - SELECTION, Boroko),

to reach that office no later than the date shown in the final column of the Schedule.

Applications submitted by telegram before the closing date must be followed up immediately by a full written application.

Promotion or transfers to vacancies in the National Public Service will be under the

conditions of the Public Service Selection Committee system. All decisions made will be final and will not be subject to appeal.

ALL APPLICATIONS MUST BE SUBMITTED IN TRIPLICATE FOR EACH ADVERTISEMENT NUMBER APPLIED FOR,  
SETTING OUT FULLY THE FOLLOWING PARTICULARS:-

APPLICATION FOR SELECTION FOR PROMOTION OR TRANSFER

Reference: Advertisement No  
of  
designated

in Government Gazette No  
relating to Position No  
in the Department of

Surname: Other Names:  
Present Department: Branch: Location:  
Seniority Date: (If known) Date of Birth:  
Year in which commenced as a Temporary Employee or Administration  
Servant:  
Designation of Substantive Position:  
Salary Range of Substantive Position:  
Academic Qualifications:  
Training Courses Completed: (State length of course, year completed,  
name of institutions)  
H.D.A. Positions Held: (Give designations and periods held)  
Reasons why you should be selected for this position:  
(Use as many sheets as necessary for this section.)

The salary range shown in the Schedule indicates the classified value of the position, but appointments may be made at any point within the salary range.

Officers of the Service who may be transferred without promotion as a result of an advertised vacancy may be required to pay their own expenses of removal, unless the transfer comes within the conditions prescribed in Public Service Regulations. Removal expenses to the locality of appointment of appointees who are not officers of the Service will be paid, subject to the conditions prescribed in Public Service Regulations.

#### APPLICATIONS FROM OVERSEAS SERVING OFFICERS (AUSTRALIAN STAFFING ASSISTANCE GROUP)

In the event there is not a suitable officer of the National Public Service available for promotion or transfer to an advertised position, consideration will be given for allocation of the duties involved to an overseas person working with the Public Service whose salary will be adjusted accordingly. For this reason, any overseas person working with the Public Service who wishes to be considered, is invited to lodge an application in triplicate, for any advertised position, prior to the stipulated closing date. The applications are to be forwarded to:

The Public Service Inspector,  
P.O. Box 2648,  
Konedobu.



applications will also be accepted from persons not currently employed with the Public Service. These persons are requested to forward their applications in triplicate to the Co-ordinator, Public Service Selection Unit, (Telegraphic Address – SELECTION,) to reach that office no later than the date shown in the

final column of the schedule. Applications submitted by telegram before the closing date must be followed by immediately by a full written application.

Important: All applications must state the designation, position number and advertisement number of the position being sought, together with all relevant particulars.

#### EXPLANATORY SYMBOLS

\* An advertised vacancy prefixed by an asterisk means that the position is open to applicants from within and without the Public Service. Applicants not on the permanent staff of the Service may obtain application forms from the Department of the Public Service Board, Waigani, or the Public Service Board, P.O. Box 819, Rabaul, or the Public Service Board, P.O. Box 2069, Yomba, Madang District.

+ An advertised vacancy prefixed by this symbol means that it is an anticipated vacancy only. Applications will not be considered by the Selection Committee unless and until the position is confirmed as vacant and the substantive occupant is promoted and/or transferred to another office. In the event of the position not becoming substantively vacant a withdrawal notice will be published in the Gazette.

#### FURTHER INFORMATION

The "Duties" shown in this Gazette for each of the positions advertised are, in some cases, a brief precis of the actual tasks to be performed. Any person who is considering making an application for an advertised vacancy may obtain more detailed information about the duties of the position by applying directly to the Headquarters of the Department concerned.

SCHEDULE OF VACANT POSITIONS CURRENTLY AVAILABLE IN THE  
NATIONAL PUBLIC SERVICE

Advertisement Position No. and Number	Applications and Designation Close	Standard Salary Scale(s)	Location
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DEPARTMENT OF AGRICULTURE, STOCK AND  
FISHERIES

*A.13 1387	Veterinary Officer 7.2.75	\$5295-5525	Port Moresby
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Class 3

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Post graduate qualifications desirable. Extensive post graduate experience in the fields of experimental and diagnostic parasitology. Proven administrative and organising ability.

Duties:- Principal Veterinary Parasitologist.

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Vacancies - continued

Advertisement Position No. and Number	Applications and Designation	Standard Salary Scale(s)	Location
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Number                      Close

Department of Agriculture, Stock and Fisheries -  
continued

\*A.9 Veterinary Officer                      \$5295-5525                      Port Moresby  
1388                      7.2.75  
Class 3

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Post graduate experience in and a sound knowledge of diagnostic pathology, bacteriology and mycology. Proven administrative ability.

Duties:- Plan, organise and co-ordinate the activities of the Veterinary Diagnostic and Bacteriology Sections.

F.2011-2015 Agronomist                      \$5295-5525                      As required  
1389                      7.2.75  
Class 3  
(5 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Extensive post-graduate experience in tropical agronomy. Proven administrative ability.

Duties:- Plan and supervise and control, throughout Papua New Guinea, all agronomic investigations in connection with major crop or cropping system.

\*R.5 Agricultural Chemist                      \$5295-5525                      As required  
1390                      7.2.75  
Class 3

Qualifications:- Appropriate university degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Good post-graduate experience in a particular aspect of Chemistry. Administrative ability.

Duties:- Senior Chemist. Plan and supervise the activities of a major group of the Agricultural Chemistry Sub-Section.

AE.3 Rural Development                      \$5295-5525                      Port Moresby  
1391                      7.2.75  
Officer Class 3

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Post-graduate training preferred. Wide experience in extension, education, farm management and systems of tropical farm husbandry essential. Capable of carrying out research into rural development programmes. Proven administrative and organising ability.

Duties:- Assist in assessing methods of extension communication for the village level. Assist in evaluating current departmental extension materials and make recommendation for changes in techniques. As necessary advise field staff on the most appropriate extension techniques.

\*F.1631 Veterinary Officer                      \$5295-5525                      Goroka  
1392                      7.2.75  
Class 3

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications experience in and comprehensive knowledge of disease control and quarantine procedure. Proven administrative and organising ability. Experience with and thorough knowledge of administrat-

ive of Animal Industry legislation.

Duties:- Regional Veterinary Officer. Perform other duties, consistent with the above.

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Vacancies - continued

Advertisement Applications		Standard	Location
Position No.	and Designation	Salary Scale(s)	
Number	Close		

continued

Department of Agriculture, Stock and Fisheries -

*V.1.(A)	Associate Principal	\$5755-5985	Vudal
1393	7.2.75		

Rural Development Officer	\$7135
Grade 5 or Class 5	

Qualifications:- Appropriate degree or diploma, or such other educational qualifications

as may be acceptable to the Public Service Board. Suitable education and managerial experience.

Duties:- To study the functions and responsibilities of the Principal and progressively

take over the duties of the position. Note:- Successful applicants who possess an appropriate

degree will be promoted in the class structure, whilst dipiomate applicants will be promoted

in the grade structure.

\*F.1996, \*F.1997 Entomologist \$5295-5525 As required  
1394 7.2.75

\*F.1997A Class 3

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. Good post graduate experience in Economic Entomology.

Duties:- Plan, allocate and co-ordinate work within an approved programme and manage and

control subordinate.

\*F.232-F.235 Rural Development  
Officer Class 3 \$5295-5525 As required  
1395 7.2.75

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. Post graduate training desirable. Wide experience in extension

education or farm management or systems of tropical farm husbandry essential. Proven

administrative, organising and supervisory ability.

Duties:- Direct and supervise village rural development programmes in major ecological

area.

\*R.8-9 Plant Nutrition      \$5295-5525      As required  
1396      7.2.75

Officer Class 3

(2 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. Extensive post-graduate experience in plant nutrition.  
Administrative ability.

Duties:- Senior Plant Nutrition Officer. Plan and supervise the activities of a major group of the Plant Nutrition Sub-Section.

V.7 Senior Lecturer      \$4705-5065      Mt. Hagen  
1397      7.2.75

(Rural Development Officer \$6215-6445

Grade 4, or Class 4)

Qualifications:- Appropriate University degree with major studies in appropriate subjects or Diploma in Agriculture or possession of such other educational qualifications as may be

acceptable to the Public Service Board. Experience and background appropriate to the duties of the position.

Duties:- Officer-in-Charge Vudal Field Station, Mt. Hagen. Successful applicants who Possess an appropriate degree will be promoted in the class structure, whilst diplomate

applicants will be promoted in the grade structure.

Vacancies - continued

Advertisement	Applications	Standard
Designation	Location	Position No. and
Number	Close	Salary Scale(s)

Department of Agriculture, Stock and  
Fisheries - continued

*F.2031 Rural Development Bisianumu	1398	\$4705-5065 7.2.75
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Officer Grade 4

Qualifications:- Diploma in agriculture, or equivalent, or possession of such other

educational qualifications as may be acceptable to the Board. Extensive experience in trop-

ical agriculture and a specialised knowledge of at least one tropical crop. Extensive

experience in the techniques of crop propagation.

Duties:- Senior Experimentalist. Act as Officer-in-Charge of the Rubber Section,

Bisianumu.

*F.2023-2025 Agronomist required	1399	\$3955-4525 7.2.75	As
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Class 2

(3 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. Good post-graduate experience in agronomy.

Duties:- Undertake specific agronomic investigation with a particular crop or crops.

*R.5B Agricultural Chemist required	1400	\$3955-4525 7.2.75	As
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Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Good post-graduate experience in agricultural chemistry.

Duties:- Perform more important chemical investigations requiring professional skill

and experience.

*R.16 Entomologist Port Moresby	1401	\$3955-4525 7.2.75
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Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects,  
or equivalent, or possession of such other educational qualifications as may be acceptable-to  
the Public Service Board. Good post graduate in Economic Entomology.

Duties:- Carry out detailed research into the taxonomic, physiological, anatomical or  
ecological aspects of specific insect pests.

*F.1632-F.1633 Veterinary required	1402	\$3955-4525 7.2.75	As
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Officer Class 2  
(2 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects,  
or equivalent, or possession of such other educational qualifications as may be acceptable to  
the Public Service Board. Good post--graduate experience in administrative disease control and  
quarantine procedures and supervisory ability. Experience in the administration of animal  
industry legislation.

Duties:- Within a region, supervise and direct disease control and clinical services and  
administer animal production inspection and quarantine services.

*A.4. Veterinary Officer Port Moresby	1403	\$3955-4525 7.2.75
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Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects

or equivalent or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Thorough knowledge of animal quarantine and slaughtering and

disease control legislation. Sound knowledge of animal product and food inspection and

processing. Administrative and organising ability.

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Vacancies -

continued

Advertisement Position No. and Designation Location	Applications Close	Standard Salary Scale(s)
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Fisheries - continued Department of Agriculture, Stock and

Duties:- Senior Veterinary Officer (Inspection Services).

P.6 Lecturer (Rural As required	1404	\$3955-4525 7.2.75
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Development Officer

Grade 3)

Qualifications:- Diploma in Agriculture or equivalent or such other qualifications as may

be acceptable to the Public Service Board. Experience and background appropriate to the

duties of the position.

Duties:- Lecturer in Agriculture, Agricultural Marketing, Rural Accounting and Agricult-

ure Economic principles. Other duties as required, consistent with the above.

*A.5 Veterinary Officer		\$3955-4525
Port Moresby	1405	7.2.75

Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Post-graduate qualifications desirable. Experience in specific

disease investigation and control. Sound knowledge of statistical methods.

Duties:- Epidemiologist.

*F.1998A Entomologist		\$3955-4525
As required	1406	7.2.75
Class 2		

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Good post-graduate experience in economic Entomology.

Duties:- Carry out detailed research into taxonomic,

physiological anatomical on  
ecological aspects of specified insect pests.

*R.36A Biometrician		\$3955-4525
Port Moresby	1407	7.2.75

Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable a

to the Public Service Board. Post-graduate experience in agricultural biometrics desirable.

Duties:- Advise research staff on statistical design of experiments and sampling tech-

niques and methods of data processing and analysis of experimental and sampling data.

R.48 Rural Development		\$3825-4085
As required	1408	7.2.75

Officer Grade 3

Qualifications:- Diploma in Agriculture, or equivalent, or possession of such other

qualifications acceptable to the Board. Extensive experience in soil surveys techniques in a tropical developing country.

Duties:- Experimentalist Grade 3. With general direction only, plan and supervise field work, associated with detailed and reconnaissance soil surveys.

R.37A Rural Development		\$3825-4085
Port Moresby	1409	7.2.75

Officer Grade 3

Qualifications:- Diploma in Agriculture, or equivalent, or possession of such other qualifications as may be acceptable to the Board. Good knowledge of Plant Quarantine practices and of plant species, pests and diseases affecting plants. Administrative ability.

Duties:- Senior Quarantine Officer.

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Vacancies -- continued

Advertisement Position No. and Number	Applications and Designation Close	Standard Salary Scale(s)	Location
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Department of Agriculture, Stock and Fisheries -  
continued

*H.4 1410	Lecturer (Rural 7.2.75	\$3825-4085	As required
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Development Officer Grade 3)

Qualifications:- Diploma in Agriculture or equivalent or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience and

background appropriate to the duties of the position.

Duties:- Lecture in Livestock.

*F.2034-2035 1412	Rural 7.2.75	\$3825-4085	As required
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Development Officer Grade 3

(2 positions)

Qualifications:- Diploma in agriculture or equivalent or possession of such other

qualifications as may be acceptable to the Board. Wide experience in the propagation of tropical crops. Proven ability to manage and train staff.

Duties:- Experimentalist Grade 3. Act as Officer-in-Charge of a minor experiment station or carry out with general guidance any experimental work on the propagation of major crops.

\*R21 Plant Pathologist                      \$3955-4525                      As required  
1413                      7.2.75

Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent or possession of such other educational qualifications as may be acceptable to the Public Service Board. Post-graduate experience in Plant Pathology.

Duties:- Undertake plant disease identification in a specific field of specialisation in pathology and advise on control measures.

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\*F.1715 Animal Production                      \$3955-4525                      As required  
1414                      7.2.75

Officer Class 2

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as specialised aspect

of animal production. Administrative ability. Knowledge of experimental design.

Duties:- Plan, supervise, conduct and co-ordinate research projects in a specialised field of animal production.

\*F.1653 Rural Development \$2945-3105 Lae  
1415 7.2.75

Officer Grade 2

Qualifications:- Diploma in Agriculture or equivalent or possession of such other qualifications as may be acceptable to the Board. Sound experience in animal husbandry and production techniques. Tropical experience preferred. Good knowledge of disease control,

quarantine and slaughtering legislation and procedures. Ability to organise work and supervise and train staff.

Duties:- Assist Livestock Officer Grade 2 with field training and lecturing for in-service training courses, organised at the in-service training centre, Lae.

P.9 Associate Lecturer \$2945-3105 As required  
1416 7.2.75

(Rural Development Officer  
Grade 2)

Qualifications:- Diploma in Agriculture or equivalent or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience and background appropriate to the duties of the position.

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Vacancies - continued

Standard

Advertisement Applications  
Position No. and Designation Salary Scale(s) Location  
Number Close

Department of Agriculture, Stock and Fisheries –  
continued

Duties:- Assist the lecturer in the specified field of agriculture by conducting classes, tutorials and demonstrations and by assisting students' progress.

V.69 Associate Lecturer      \$2945-3105      Vudal  
1417      7.2.75

(Rural Development Officer  
Class 2  
OR      \$3955-4525

Rural Development Officer  
Grade 2)

Qualifications:- Appropriate degree or diploma. Aptitude for teaching.

Duties:- Associate Lecturer. Assist lecturers in physical science, biological science

and agricultural economics. Note: An applicant who possesses an appropriate degree will be promoted in Class structure whilst a Diplomat applicant will be promoted in the Grade

structure.

\*F.1655 Rural Development      \$2945-3105      Lae  
1418      7.2.75  
Technician Grade 4

Qualifications:- Certificate in Agriculture, or equivalent, or such other educational

qualifications as may be acceptable to the Public Service Board. Thorough knowledge of

abattoir management and experience in modern slaughtering and

processing methods and techniques. Knowledge of book keeping and accounting. Sound knowledge of slaughtering legislation. Ability to supervise and train staff. Approved Meat Inspector's Certificate.

Duties:- Manage Lae Abattoir. Perform other duties consistent with the above.

F.2043 Rural Development      \$2945-3105      As required  
1419      7.2.75  
Technician Grade 4

Qualifications:- Certificate in Agriculture, or equivalent, or such other qualifications as may be acceptable to the Board. Extensive experience in lowland tropical agriculture and station management. Administrative ability.

Duties:- Manager Grade 3. Manage a major Experiment Centre.

F.2038-F.2040 Rural      \$2945-3105      As required  
1420      7.2.75  
Development Officer Grade 2

(3 positions)

Qualifications:- Diploma in Agriculture or equivalent or possession of such other qualifications as may be acceptable to the Public Service Board. Sound experience in tropical

agriculture, and crop propagation. Experience in managing and training staff.

Duties:- Experimentalist Grade 2. Undertake vegetative propagation of crops at an experimental station.

\*F.249. Rural Development      \$2785-3565      As required  
1421      7.2.75  
\*F.261      Officer Class 1

(2 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- As directed carry out field extension duties in village and smallholder development projects.

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Vacancies - contained

Standard			
Advertisement Applications	Position No. and Designation	Salary Scale(s)	Location
Number	Close		

Department of Agriculture, Stock and Fisheries -  
continued

*F.2028-*	*F.2030A	Agronomist	\$2785-3565	As required
1422	7.2.75	Class 1		
		(3 positions)		

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Under direction, develop trials and carry out breeding and selection programmes with specific crops.

*R.12-13	Plant Nutrition	\$2785-3565	As required
1423	7.2.75	Officer Class 1	

(2 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Undertake analysis as directed of soil and plant materials or perform experiments in plant physiology.

\*F.1718 Animal Production      \$2785-3565      As required  
1424      7.2.75  
Officer Class 1

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Under direction, plan, perform and evaluate experiments and trials in a particular field of animal production.

\*F.1641 Veterinary Officer      \$2625-3536      Lae  
1425      7.2.75  
Class 1

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Assistant Principal Training Officer in the organisation and conduct of courses.

\*A.8 Veterinary Officer      \$2625-3565      As required  
1426      7.2.75  
Class 1

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Veterinary Officer (Pathology).

\*F.1636 Veterinary Officer \$2625-3565 As required  
 1427 7.2.75  
 Class 1  
 (5 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Perform disease control and clinical services.

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Vacancies - continued

Advertisement Applications  
 Position No. and Designation Number  
 Close

Department of Agriculture, Stock and Fisheries -  
 continued

\*H.9 Instructor Grade 2 \$2465-2625 As required 1428  
 7.2.75

Qualifications:- Fully qualified tradesman or equivalent. Four years appropriate industrial experience. Ability to supervise and instruct in the trade with at least two

years successful experience as a technical or vocational instructor. Has satisfied departmental requirements in knowledge of teaching practice and method.

Duties:- Instructor (Building construction). Other duties consistent with the above.

\*H.10 Instructor Grade 2 \$2465-2625 As required 1429  
7.2.75

Qualifications:- Fully qualified tradesman or equivalent. Four years appropriate industrial experience. Ability to supervise and instruct in the trade with at least two years successful experience as a Technical or Vocational Instructor. Has satisfied Departmental requirement in knowledge of teaching practice and method.

Duties:- Instructor (Mechanical/Metal Work).

\*R.54 Illustrator Grade 2 \$2465-2625 Port Moresby 1430  
7.2.75

Qualifications:- Proven ability to prepare line drawing accurately from nature, suitable for publication. Thorough knowledge of arts illustrative and reproduction techniques. Knowledge of blockmaking desirable.

Duties:- Prepare for publication, line drawings from live plants, botanical specimens and laboratory specimens.

\*P.10 Instructor Grade 2 \$2465-2625 As required 1431  
7.2.75

Qualifications:- Fully qualified tradesman or equivalent. Four years appropriate industrial experience. Ability to supervise and instruct in the trade with at least two years successful experience as a Technical or Vocational Instructor. Has satisfied Departmental requirements in knowledge of teaching practice and

method.

Duties:- Instructor (Building Construction).

MS 66 Clerk Class 4 7.2.75	\$2255-2465	Port Moresby	1432
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply. Experience in similar or allied work. Able to supervise and train junior staff as appropriate.

Duties:- Second-in-Charge of Office Services. Carry out other duties consistent with the above.

F.2539 Clerk Class 4 7.2.75	\$2255-2465	Madang	1433
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply. Experience in similar or allied work. Ability to supervise and train junior staff as appropriate.

Duties:- District Clerk.

Advertisement Position No. and Number	Applications Designation Close	Standard Salary Scale(s)	Location
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Department of Agriculture, Stock and Fisheries -  
continued

F.2046 1434	Rural Development 7.2.75	\$2190-2385	As required
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Technician Grade 3

Qualifications:- Certificate in Agriculture, or equivalent, or possession of such other qualifications as may be acceptable to the Board. Experience in the organisation and supervision of labour. Extensive experience in the care and cultivation of tropical crops.

Duties:- Field Supervisor Grade 2. As directed by the Agronomist-in-Charge, carry out the routine management of a major experiment station.

*A.26 1435	Rural Development 7.2.75	\$2190-2385	Port Moresby
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Technician Grade 3

Qualifications:- Certificate in Agriculture or equivalent, or such other qualifications acceptable to the Board. Good experience in animal management and survey patrol work.

Knowledge of wildlife and animal habits. Good experience in training. Experience in the

organisation and supervision of staff.

Duties:- Field Supervisor (Wildlife Management).

\*F.1709 Rural Development      \$2190-2385      As required  
1436      7.2.75

Technician Grade 3

Qualifications:- Certificate in Agriculture, or equivalent, or possession of such other

qualifications as may be acceptable to the Board. Good experience in wildlife habits and station management, and in the organisation and supervision of staff. Knowledge of carpentry, plumbing, blacksmithing and servicing of farm machinery.

Duties:- Station Manager.

\*F.1657 Rural Development      \$2190-2385      As required  
1437      7.2.75

Technician Grade 3

Qualifications:- Sound knowledge of abattoir management and experience in modern

slaughtering and processing methods and techniques. Knowledge of book keeping and accounting. Good knowledge of slaughtering legislation. Approved Meat Inspector's Certificate.

Duties:- Abattoir Manager. Other duties consistent with the above.

MS.71-72 Clerk Class 3      \$1930-2125      Port Moresby  
1438      7.2.75  
(2 positions)

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational/qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply. Previous clerical experience, preferably including some experience in similar or allied work.



management, wildlife and animal habits.

Duties:- Field Supervisor Grade 1 (Wildlife).

\*F.1743A,B Rural Development \$1995-2125 As required  
1441 7.2.75

Technician Grade 2

(2 positions)

Qualifications:- Certificate in Agriculture or equivalent, or such other qualifications

acceptable to the Public Service Board. Experience in stock handling and management, prefer-

ably in a tropical country. Knowledge of livestock values and marketing procedures.

Duties:- Under direction assist with the purchase of cattle, pigs and poultry for

ultimate resale to smallholder farmers.

MS.240 Clerk Class 2 \$1670-1930 Port Moresby  
1442 7.2.74

Qualifications:- Satisfactory completion of Form 4 or Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply. Previous clerical

experience.

Duties:- Staff Clerk.

MS.139A Clerk Class 2 1443	7.2.75	\$1670-1930	Port Moresby
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply. Previous clerical experience.

Duties:7 Paying Officer.

MS.76 Clerical Assistant 1444	7.2.75	\$1670-1800	Port Moresby
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Grade 3

Qualifications:- Qualified as Clerical Assistant Grade 1. Ability to satisfactorily perform all the duties listed, preferably with experience in allied or similar work. Sound

experience in registry procedures and knowledge of departmental organisation.

Duties:- Supervise and control the operations and staff of a Registry Sub-Section.

MS.77 Clerical Assistant 1445	7.2.75	\$1540-1670	Port Moresby
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Grade 2

Qualifications:- Qualified as Clerical Assistant Grade 1. Ability to satisfactorily perform all the duties listed. Good experience in registry procedures.

- Duties:- Perform higher grade clerical work associated with a sub-section in the Departmental Registry.

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Vacancies - continued

Position No. and Designation Standard Advertisement Applications	Salary Scale(s)	Location	Number
Close			

continued Department of Agriculture, Stock and Fisheries -

MS.91 Keyboard Operator 7.2.75 Grade 4	\$2255-2385	Port Moresby	1446
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Qualifications:- Successful completion of a course of training approved by the Public Service Board or successful completion of a test prescribed by the Board. Experience in secretarial work.

Duties:- Steno Secretary Gradq 1.



7.2.75

Development Officer  
(Clerk Class 9)  
(9 positions)

Moresby, Lae,  
Alotau, Goroka,  
Mt. Hagen, Arawa,  
Wewak, Kimbe, Rabaul.

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Board of Commercial Studies or allied field essential.

Duties:- Supervise and control all staff and business activities in a District or a number of Districts. Undertake field inspections. Carry out statutory functions and other delegated responsibilities. Undertake research into major business activity, carry out more complex surveys into commercial potential and compile reports thereon. Advise, guide and assist all forms of business activity in the District or Districts under supervision. Liaise with other Departments and authorities to develop economic activity. Plan and conduct seminars, conferences and meetings to promote commercial activity and understanding. Other duties consistent with the above.

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Papua New

Vacancies - continued

Position No. and Designation Standard Advertisement Applications	Salary Scale(s)	Location	Number
Close			

Department of Business Development - continued

69-70 1450	Technical Officer 7.2.75	\$2465-2625	As required
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Grade 2  
(2 positions)

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public Service Board. Appropriate trade qualifications or technical certificate with wide experience in handcrafts industries.

Duties:- Advise our technical matters affecting the needs of handcrafts projects, such

as hand weaving, basket making, wood carving. Instruct indigenous entrepreneurs in the technical operation of small scale handcraft industries. Collate technical information relevant to small industries. Conduct demonstrations and arrange exhibition of handcraft products. Other duties as directed.

92 Technical Assistant      \$1995-2125      Port Moresby,  
1451      7.2.75

Grade 2      Mt. Hagen, Rabaul,  
Lae.

Qualifications:- Successful completion of appropriate trade or technical qualifications

in carpentry, plumbing, painting etc. Some experience in scheduling and costing of materials desirable. Aptitude for duties of an advisory nature.

Duties:- Provide Technical advice and assistance to Papua New Guinea entrepreneurs in establishing and maintaining productions and quality of acceptable levels in services industries, such as building, painting, plumbing, electrical installation etc. Liaise with

other officers within the division. Other duties as directed.

94.B Technical Assistant      \$1995-2125      As required  
1452      7.2.75

## Grade 2

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Wide practical and demonstrated experience in Handcrafts development.

Duties:- With general supervision, assist in the development of orderly production and marketing of handcrafts and associated products. Advise on technical matters affecting quality and marketability of handcraft products. Assist in development of handcraft projects to allow indigenous people to enter the monetary sector. Liaise with other officers of the department to achieve co-ordination of resources. Other duties as required.

96,97 Technical Assistant	\$1670-1800	As required
1453	7.2.75	

## Grade 1 (2 positions)

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in small scale indigenous handcraft undertakings. Ability to initiate and

maintain sound techniques and systems for such undertakings. Some knowledge of art or craft work.

Duties:- Supervise and advise handcrafts projects in the field. Advise projects on packing, despatch and marketing methods. Investigate individual proposals and provide an assessment for the Extension Officers. Report on progress of established projects. Collect

information on such handcraft techniques, materials and design as noted during field duties.

Introduce new skills and methods in small scale field trials. Other duties as directed.

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Vacancies - continued

Standard

Advertisement Applications	Standard	
Position No. and Designation	Salary Scale(s)	Location
Number	Close	

DEPARTMENT OF THE CHIEF MINISTER AND DEVELOPMENT  
ADMINISTRATION

CMC.1 First Assistant	\$7135	Port Moresby
1454	7.2.75	
Secretary		

Qualifications:- Appropriate University degree with major studies in appropriate subjects or equivalent, or possession of other educational qualifications as may be acceptable to the Public Service Board. Post graduate studies desirable. Proven administrative, executive and secretarial skills of a high order. Detailed knowledge of current constitutional arrangements, government functions, procedures and administrative arrangements. Ability to maintain close liaison with Ministers, the staff and department heads. Ability to analyse policy submissions. Fluency in Pidgin essential.

Duties:- Overall responsibility for the supervision of the Cabinet Secretariat. Provide executive and secretarial services to Cabinet, Cabinet Committees and other Committees as established from time to time. Examine submissions received and provide advice on their preparation. Liaise with Ministers and departmental heads on Cabinet matters. Perform other duties as required.

CMM.5 Clerk Class 6  
1457 7.2.75

\$3185-3365

Port Moresby

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Research ability.

Duties:- Assist with research and other projects for Ministers, and as part of the general researching service. Other duties as directed.

\*AG.25 Audit Inspector  
1458 7.2.75  
Grade 2

\$3185-3365

Port Moresby

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Progress towards accountancy qualifications desirable. Sound background of Government accounting procedures. Experience in auditing an advantage.

Duties:- Perform audits and investigations of the accounts of Departments and Authorities in accordance with duties allotted by the Senior Audit Inspector or Audit Inspector Grade 3. Examine or assist with examination of financial statements submitted by Departments and Authorities. Review and appraise internal controls audits systems. Prepare reports and make recommendations and observations to higher authority on matters arising from audits and investigations. Assist in special investigations and more complex and important audits.

CMC.11 Clerk Class 6  
1459 7.2.75

\$3185-3365

Port Moresby

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Executive and secretarial skills. Knowledge of



856 (10 positions)

Qualifications:- Form 6 or equivalent. High standard of physical fitness. Willingness

to serve anywhere in Papua New Guinea. There is a training period of approximately 1 year which includes formal and on-the-job training. After successful completion of this training period, Assistant Patrol Officers are eligible for promotion to Patrol Officers.

Duties:- Learn the duties and responsibilities of a Patrol Officer, partly through

theoretical training, mainly through experience in the field. Carry out duties as directed consistent with the above.

#### Corrective Institutions Service

CI.77-82 Correctional      \$2465-2545-2625      As directed  
1462      7.2.75

Officer (Industrial)  
Grade 1  
(6 positions)

Qualifications:- Qualified tradesman with demonstrated instructional ability. Experience essential. Some knowledge of allied trade(s) desirable. Electricians and building construction workers preferred.

Duties:- Required to wear uniform and perform overtime and/or shift duty. Subject to discipline and exercise disciplinary control over subordinate staff and detainees. Responsible for supervision and/or training of apprentices and detainees. Other duties consistent with the above.

Police Administrative Branch

PA.22C,PA.22D Clerk Class 4 \$2255-2465  
1463 7.2.75

Port Moresby

(2 positions)

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train staff as appropriate. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Carry out detailed audit of accounting records at Police establishments including Messes and Canteens in accordance with approved audit and inspection programmes.

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Vacancies -

contLnued

Advertisement Position No. and Designation Location	Applications Number	Standard Salary Scale(s) Close
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DEPARTMENT OF

EDUCATION

ES.68A Education Officer Port Moresby	1464	\$3565--3825 7.2.75
Class 5		

Qualifications:- Satisfactory completion of Form 4, or the

Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Trained Teachers Certificate. Proven teaching and executive capacity. Possession of Diploma of Education desirable. Ability to liaise and co-ordinate adult education

activities with other Government Departments and Agencies. Successful teaching experience in a district is essential.

Duties:- Provide executive services to the Principal Adult Education Officer in exercising professional and administrative responsibility for adult education courses conducted at District level.

ES.69-71, Education Officer		\$3025-3185
As required	1465	7.2.75

71A-R Class 3  
(21 positions)

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Trained Teachers Certificate. Proven teaching and executive capacity. Experience in an occupation outside of education desirable. Experience in the management of

instruction. Ability to analyse needs and develop and implement practical operations to meet those needs. Ability to lead and co-operate with senior counterparts.

Duties:- Act as executive officer for adult education of the District Government and/or District Adult Education Committee; co-ordinate, organise and administer education activities in Districts. Other related duties consistent with the above.

DEPARTMENT OF

## FINANCE

A.269 Clerk Class 9 Goroka	1466	\$5755-5985 7.2.75
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Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Accountancy qualifications desirable. Thorough knowledge of Treasury Ordinance, Regulations, Instructions and Public Service Ordinance; Regulations, Determinations and General Orders. Extensive experience in government accounting. Super-

visory and administrative ability of a high order. Good knowledge of administration and functional responsibilities of departments.

Duties:- Supervise and control a Finance Area; ensure proper financial and budget control

and application of relevant Ordinances, Regulations, Instructions, etc. Direct and supervise the activities and staff of an Area Finance Office.

AS Clerk Class 9 Port Moresby	1467	\$5755-5985 7.2.75
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Qualifications:- Accounting qualifications.desirable. Proven administrative ability. Thorough knowledge of and wide experience in the interpretation of Territory and other legislation particularly in relation to Superannuation and Benefits Funds. Sound knowledge of electronic data processing systems as applicable to these Funds. Sound knowledge in investment procedures. Satisfactory completion of Form 6, or the Public Service Higher Certificate or possession of such other educational qualifications as may be acceptable to

the Public Service Board.

Duties:- Act as Secretary:- The Papua New Guinea

Superannuation (Local Officers) Board;  
The Papua New Guinea Retirement Benefits (Contract Officers) Board.  
Prepare annual reports  
and accounts for both funds.

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New Guinea Gazette

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Papua

Vacancies - continued

Advertisement Applications		Standard	
Position No. and Designation	Salary Scale(s)		Location
Number	Close		

Department of Finance - continued

F.P.4 Clerk Class 9	\$5755-5985	Port Moresby
1468	7.2.75	

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable to

the Public Service Board. P.S.B. 273/73 w.e.f. 10.7.73. Extensive experience in monetary policy and the operations of financial institutions. Proven capacity for research, critical

analysis and preparation of policy submissions.

Duties:- Develop and review policies for control of specified aspects or segments of

Central banking, Government Commercial banking, other banking and fringe; banking activities

and undertake research of considerable complexity to assist in the development of more

involved policies. Prepare complex policy submissions and reports.

A.37 Clerk Class 6                      \$3185-3365                      Port Moresby  
1469                      7.2.75

Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher

Certificate or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Comprehensive knowledge of Public Service and Treasury Ordinances, Regulations, General Orders, Circulars, Instructions. Sound knowledge of Treasury accounting

procedures. Ability to control salaries section and train subordinate staff.

Duties:- Direct and control the activities and staff of salaries section. Reply oo and

initiate correspondence arising from salaries section activities. Ensure the correctness

and efficiency of the work of the section.

A.23 Clerk Class 6                      \$3185-3365                      Port Moresby  
1470                      7.2.75

Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher

Certificate or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Good knowledge of Treasury Ordinance, Regulations and Instructions.

Sound knowledge and experience of Treasury procedures. Accounting qualifications desirable.

Duties:- Control and direct the activities and staff of the Budget Control section.

Certify to the correctness of claims lodged by administration against the Commonwealth in respect of payment against the Overseas Officers Allowances Trust Account.

A.181 Clerk Class 5                      \$2705-2865                      Kerema  
1471                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Thorough knowledge of Treasury Ordinance, Regulations and Instructions.

Appropriate experience in government accounting procedures. Accountancy qualifications or part completion of accountancy studies desirable.

Duties:- Represent the Department of Finance as required. Examine accounts submitted for

Payment and approved payment; prepare accounting media for Area Finance Office.

A.24 Clerk Class 4                      \$2255-2465                      Port Moresby  
1472                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or

Possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train junior staff as

appropriate. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Assist Certifying Officer with examination of data, queries; preparation of expenditure summaries. Compile financial advices to departments and assist in policing

budget performance by sub-Treasury representatives. Prepare appropriate correspondence.

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Vacancies - continued

Advertisement Applications		Standard	Location
Position No. and Designation Number	Close	Salary Scale(s)	

Department of Finance - continued

A.122 Clerk Class 3 1473	7.2.75	\$1930-2125	Port Moresby
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine and process all returns from outstations. Ensure that outstations accounts regularly. Follow up queries concerning outstation returns. Maintain register of accountable forms at outstations. Other duties as directed consistent with the above.

MS.47 Clerk Class 3		\$1930-2125	Port Moresby
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1474

7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply. Previous clerical experience, preferably including some experience in similar or allied work.

Duties:- Arrange procurement of Departmental requirements of periodical, journals etc. Responsible for the updating of distribution lists for Treasury Instructions, Circulars, Circular Memoranda etc. Arrange for the printing of all instructions and circulars issued by the Department.

A.166 Clerk Class 3  
1475 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Direct and supervise the activities of the record section, train sub-ordinate staff. Carry out checks to ensure correct indexing and adequate cross reference of papers. Assist with classification. Authorise opening of new files and alteration of existing files.

Central Planning Office

\*CG 1 Assistant Director            \$7365                            Port Moresby  
1476            7.2.75  
                 Level 1

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Considerable experience in economic research. Proven administrative experience and executive ability of a high order. Able to work in a problem solving environment.

Duties:- Overall direction and control of the General Planning and Projects Branch. Co-ordinate the preparation of the national improvement programme, related publications and district improvement plans, in accordance with Government policies and priorities. Provide advice on such policies and priorities. Liaison with other divisions of the Office and all Government departments and agencies and the private sector, including liaison with Department of Finance on budgetary aspects. Keep abreast of national income, balance of payments and other projections of national aggregates. Review progress and achievement against programmed targets, review priorities and advise on means of achieving targets in the light of performance. Undertake selective policy analysis as determined by Director in consultation with Cabinet Committee on Planning. Oversight the training of C.P.O. trainee economists. Represent the Director as required.

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Vacancies - continued

Position No. and Designation	Standard	Location
Advertisement Applications	Salary Scale(s)	
Number	Close	

Department of Finance – continued

Central Planning Office – continued

\*CG3 Principal Economist      \$7135                              Port Moresby  
1477                      7.2.75

Class 11

Qualifications:- Appropriate University degree with major studies in appropriate subjects,  
or equivalent, or possession of such other educational qualifications as may be acceptable to  
the Public Service Board. Sound background as a general economist with planning and budgetary  
experience. Ability to direct and train staff and proven experience in a problem solving  
environment. Administrative and executive ability.

Duties:- Assist in all aspects of the duties of the Assistant Director with particular  
regard to general financial and policy matters. Integration of sectoral programmes,  
including budgetary, recruitment and works programme aspects of national and area programmes.  
Responsible for drafting major sections of national and district programmes and co-ordinating  
planning activities of Government departments and agencies. Participate in interdepartmental  
discussions and liaise with Department of Finance and Statutory authorities on matters  
relating to the improvement programme. Responsible for co-ordination of preparation of  
papers and other secretariat duties for Cabinet Committee on

Planning.

+CG5 Economist Class 9      \$5755-5985      Port Moresby  
1478      7.2.75

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or such other educational qualifications as may be acceptable to the Public

Service Board. Experience as an economist with a good statistical background in public finance. Ability to manage a large number of small projects in aid fields. Experience in

a problem solving environment.

Duties:- Conduct and supervise research on aspects of national economic development with

particular regard to financial requirements of the national and district improvement

programme. Co-ordinate technical aspects and maintenance of bi-lateral and multilateral aid

programmes. Draft relevant sections of national and district programmes and advise and

assist departments and agencies with their contributions.

Participate in inter-departmental

discussions in relevant areas.

X.98 Executive Assistant      \$5755-5985      Port Moresby  
1479      7.2.75

Class 9

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. A member of the Senior Executive Programme or available for

immediate inclusion in the programme.

Duties:- The successful applicant will undertake a programme of training in the Resources and Industry Branch, in particular the duties of the Principal Economist CGS with

a view to early promotion to that position, subject to satisfactory performance. He will be

given the earliest possible opportunity to take full responsibility for the duties of the

Position, and on so doing will be paid higher duties allowance.

X.102 Executive Assistant \$5755-5985 Port Moresby  
1480 7.2.75  
Class 9

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. A member of the Senior Executive Programme or available for immediate inclusion in the Programme.

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Vacancies - continued

Standard

Advertisement Applications

Position No. and Designation	Salary Scale(s)	Location
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Number	Close	
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Department of Finance - continued

Central Planning Office – continued

Duties:- The successful applicant will undertake a programme of training in the Area

Planning Branch, in particular the duties of the Principal Project Officer (Position CA3) with a view to early promotion to that position, subject to satisfactory performance. He will be given the earliest possible opportunity to take full responsibility for the duties of the position, and on so doing will be paid full higher duties allowance.

X101 Executive Assistant      \$5755-5985      Port Moresby  
1481      7.2.75

Class 9

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. A member of the Senior Executive Programme or available for immediate inclusion in the Programme.

Duties:- The successful applicant will undertake a programme of training in the Area

Planning Branch, in particular the duties of the Assistant Director (Position CA1) with a view to early promotion to that position, subject to satisfactory performance. He will be

given the earliest possible opportunity to take full responsibility for the duties of the position, and on so doing will be paid full higher duties allowance.

X100 Executive Assistant      \$5755-5985      Port Moresby  
1482      7.2.75

Class 9

Qualifications:- Appropriate University degree with major

studies in appropriate subjects,  
or equivalent, or possession of such other educational  
qualifications as may be acceptable to  
the Public Service Board. A member of the Senior Executive  
Programme or available for  
immediate inclusion in the Programme.

Duties:- The successful applicant will undertake a programme  
of training in the Area  
Planning Branch, in particular the duties of the Principal  
Project Officer (Position CA5) with

a view to early promotion to that position, subject to  
satisfactory performance. He will be  
given the earliest possible opportunity to take full  
responsibility for the duties of the  
position, and on so doing will be paid full higher duties  
allowance.

X103 Executive Assistant      \$5755-5985      Port Moresby  
1483      7.2.75

Class 9

Qualifications:- Appropriate University degree with major  
studies in appropriate subjects,  
or equivalent, or possession of such other educational  
qualifications as may be acceptable to  
the Public Service Board. A member of the Senior Executive  
Programme or available for

immediate inclusion in the Programme.

Duties:- The successful applicant will undertake a programme  
of training in the Area  
Planning Branch, in particular the duties of the Principal  
Project Officer (Position CA6) with

a view to early promotion to that position, subject to  
satisfactory performance. He will be  
given the earliest possible opportunity to take full  
responsibility for the duties of the  
position, and on so doing will be paid full higher duties  
allowance.

X99 Executive Assistant      \$5755-5985      Port Moresby

1484 7.2.75

Class 9

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to

the Public Service Board. A member of the Senior Executive Programme or available for immediate inclusion in the Programme.

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Vacancies - continued

		Standard	
Advertisement Number	Applications Position No. and Designation Close	Salary Scale(s)	Location

Department of Finance - continued

Central Plannins'Office - continued

Duties:- The successful applicant will undertake a programme of training in the Social

Planning Branch, in particular the duties of the Principal Economist Position CS3 with a view to early promotion to that position, subject to satisfactory performance. He will be given the earliest possible opportunity to take full responsibility for the duties of the position, and on so doing will be paid full higher duties allowance.

CA4 Project Officer	\$6445-6675	Port Moresby
1485 7.2.75		
Class 10		

Qualifications:- Appropriate University degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board desirable. Previous experience in policy analysis. Good administrative and executive ability. Proven experience in a problem solving environment.

Duties:- Work with selected district authorities in the preparation of programmes and projects for area development. Assist in incorporating such programmes with the National Improvement Programme. Stimulate and assist districts as required from time to time with their planning with the eventual goal of making areas self-sufficient in planning capability. Advise and assist selected district bodies with the collection, compiling and presentation of base level data within areas. Maintain contact with other branches of the office. Assist with the effective and co-ordinated implementation of approved programmes. Monitor progress and advise on any further action necessary.

CN.5 Project Officer                      \$4705-5065                      Port Moresby  
1486                      7.2.75  
(Clerk Class 8)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in economic or social policy analysis. Executive and administrative experience.

Duties:- Assist in the establishment, maintenance and improvement of the National Co-ordination Centre. Manage the Cabinet level National Co-ordination Centre. Conduct briefing of a set piece and less weighty nature. Develop and implement appropriate N.C.C. protocol and procedures. Consult and advise departments and agencies on information/intelligence inputs and, procedures relating to the Cabinet level N.C.C. Provide high level executive and/

or secretarial services as necessary. Develop a data retrieval technique appropriate to the Cabinet level National Co-ordination Centre. Understudy the Principal Economist, National Co-ordination Centre. Assist in training district staff who will be required to set up planning/implementation units within their districts.

CR.7 Assistant Economist      \$2705-2865      Port Moresby  
1487      7.2.75

Class 5-7

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous experience in economic research desirable.

Duties:- Assist Senior Officers with research on aspects of economic development. Carry out research on less important aspects of economic development and prepare reports. Assist

in economic development projects in any branch or Section of the Office or in Government departments or instrumentalities.

+CR.6 Assistant Economist      \$2705-2865      Port Moresby  
1488      7.2.75

Class 5-7      \$31853365  
\$3825-4085

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Advertisement Applications		Standard	
Position No. and Designation	Close	Salary Scale(s)	Location
Number			

Department of Finance – continued

Central Planning Office – continued

Duties:- Assist senior officers with research on aspects of economic development. Carry out research on less important aspects of economic development and prepare reports. Assist in economic development projects in any branch or section of the office or in government

departments or instrumentalities. Carry out other duties as directed consistent with the above and attend training courses etc. as required.

CG6-CG7 Assistant Economist	\$2705-2865	Port Moresby
1489	7.2.75	
Class 5-7		

(2 positions)

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Assist Senior Officers with research on aspects of economic development. Carry out research on less important aspects of economic development and prepare reports. Assist in economic development projects in any Branch or Section of the Office or in Government departments or instrumentalities.

CN3 Illustrator Grade 2	\$2465-2625	Port Moresby
1490	7.2.75	

Qualifications:- Considerable experience as an Illustrator with thorough knowledge of

art, illustrative and reproduction techniques and capability of performing without constant surveillance, work requiring originality and creativity.

Duties:- Responsible for efficient operation of the Support Group of the National Co-ordination Centre. Keep abreast of relevant technology and advise the Principal Economist

N.C.C. on such techniques. Plan and arrange preparation of information intelligence for visual display in the N.C.C. Produce creative, high quality, accurate multi-media graphic display materials for the N.C.C. Supervise temporary contract staff. As required, advise

departmental and agency counterpart staff on relevant techniques associated with the N.C.C. System. Train staff.

CN6 Clerk Class 4  
1491 7.2.75

\$2255-2465

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service

Board. Experience in similar or allied work. Able to supervise and train junior staff as

appropriate. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Assist in the managing of the Cabinet level National Co-ordination Centre. Assist in collecting and processing data inputs associated with the Cabinet level National Co-ordination Centre. Maintain and operate audio/visual aids and other fixtures within the Cabinet level National Co-ordination Centre. Assist in maintaining the Cabinet level National Co-ordination Centres data retrieval system. During short absences of the Senior

Co-ordination Officer, manage the Cabinet level National Co-ordination Centre.

CN4 Illustrator Grade 1      \$2190-2385      Port Moresby  
1492      7.2.75

Qualifications:- Experience in illustrating techniques with a good knowledge of art

techniques. Ability to perform without close surveillance, straightforward creative work requiring the application of original ideas.

Duties:- Undertake drafting/illustrating assignments of the more complex nature associated with the National Co-ordination Centre. Produce creative, high quality, accurate multi-media graphic display materials for the N.C.C. Understudy the Illustrator Grade 2.

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Vacancies - continued

Advertisement Applications		Standard	
Position No. and Designation	Salary Scale(s)		Location
Number	Close		

Department of Finance - continued

Central Planning Office - continued

CN8 Clerk Class 3      \$1930-2125      Port Moresby  
1493      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Assist in the managing of the Districts and Foreign Aid Co-ordination Centres.

Assist in collecting and processing data inputs associated with the Districts and Foreign

Aid Co-ordination Centres. Maintain and operate audio/visual aids and other fixtures within the Districts and Foreign Aid Co-ordination Centres. Assist in maintaining the Districts and Foreign Aid Co-ordination Centres' data retrieval system. During short absences of the co-ordination officer, manage the Districts and Foreign Aid Co-ordination Centres.

#### Taxation Branch

*T.1 Chief Collector of 1494	7.2.75	\$7,506	Port Moresby
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#### Taxes

Qualifications:- Administrative ability of a high order. Wide experience in the

administration of a Taxation office and taxation legislation.

Ability to advise the Govern-

ment on all taxation matters.

Duties:- Control and direct the Taxation Office. Administer the Taxation Act and regulations. Exercise statutory powers and functions in relation to taxation matters.

T.145 Clerk Class 6 1495	7.2.75	\$3185-4085	Port Moresby
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Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Good knowledge of Stamp Duties Ordinance, wide experience in stamp duty assessing or an allied field. Ability to undertake investigations of financial records and statements and comprehend legal documents.

Duties:- Undertake the more difficult or complex assessment of stamp duty payable. Conduct the more important interviews with and reply to the more important correspondence

from Solicitors, Accountants, Banking companies, Business firms and members of the public.

Other duties consistent with the above.

#### DEPARTMENT OF FOREIGN RELATIONS AND TRADE

P.9 Clerk Class 9  
1496 7.2.75

\$5755-5985

Port Moresby

Qualifications:- Satisfactory completion of Form 6 or the Public Service Higher Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in the field of trade. Proven ability to undertake economic and commodity trade research with limited supervision. University degree in Economics, Commerce, Arts (Economics) desirable.

Duties:- Assist the Chief of Division on trade policy matters. Examine, analyse and advise on the evaluation of exports, under the Exports (Control of Proceeds) Ordinance, 1952 as amended. Liaise with Department on above matters. Carry out other duties as directed

consistent with the above.

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Vacancies - continued

Position No. and Designation Standard Advertisement Applications	Location	Salary Scale(s)	Number
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Close

Department of Foreign Relations and Trade -  
continued

T.6 Clerk Class 6 1497      7.2.75	\$3185-3365	Port Moresby	
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Good command of written and spoken English. Experience in the design,

construction and management of trade displays. Good general knowledge of Papua New Guinea

and its export commodities. Proven administrative ability.

Duties:- Plan and prepare briefings for Papua New Guinea exhibits at trade fairs and

displays. Liaise with designers and contractors in the design and mounting of displays.

Seek out and advise on venues for trade fairs and displays in accordance with the national

trade promotion programme. Select and prepare photographic and written material in co-

operation with the Office of Information. Liaise with private enterprises to obtain

product samples for inclusion in exhibits. Arrange for the dismantling, transportation

and storage of display material. Liaise with press and other information media for display

purposes.

C.59 Clerk Class 3  
1498 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including some experience in similar

or allied work. Officers not holding these educational qualifications but who have relevant

experience are also eligible and those who think they can do this work should apply.

Duties:- Process applications for passports and certificates of identity, maintain

associated records. Prepare passports and certificates of identity for signature of

authorised Officer and correspondence in relation to passport matters. As necessary conduct

interviews with applicants for passports or certificates of identity. As directed, carry

out other duties consistent with the above.

C.153 Clerk Class 3  
1499 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including some experience in similar

or allied work.

Duties:- Control of coffee export stamps system under International Coffee Agreement,

including:- Application on Commonwealth Trading Bank for quantity of stamps as required upon

written advice from the Coffee Marketing Board; Affixing to the original of the Certificate

of Origin, upon certification thereof, of the appropriate number of stamps; Despatch to

Department of Trade and Industry, Port Moresby, fortnightly radio advice of the total of

"quantity of stamps issued"; Despatch to Department of Trade and Industry, Port Moresby, by

airmail, the copies of Certificate of Origin issued, together with the two relevant folios

of the Register. Check details on export entries relating to coffee ensuring that details

on levy certificates bills of lading and export licences are in agreement with those shown

on export entries. Carry out other duties as directed.

\*CS.98-105 Trainee International

1500      Relations Officers      \$1930-2125      As required  
             7.2.75  
             (8 positions)

Qualifications:- Appropriate University degree desirable.  
 Satisfactory completion of  
 Form 4 or the Public Service Certificate or possession of such other  
 educational qualifications

as may be acceptable to the Public Service Board. Capacity to  
 undertake advance training

in the field of Foreign Relations and Trade.

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Vacancies - continued

		Standard	
Advertisement	Applications		
Position No.	and Designation	Salary Scale(s)	Location
Number	Close		

continued      Department of Foreign Relations and Trade -

Duties:- Undertake an appropriate introductory course in  
 Political, Economic, Trade,

Cultural, Social and Administrative matters in Port Moresby.  
 Undertake training courses such  
 as the Foreign Service Training Courses in Canberra. Undertake  
 practical training at an

Overseas diplomatic establishment as required.

Note: On completion of training officers will be posted as Third  
 Secretary or Consumer

Administrative Officers. Applicants who are in receipt of pay above  
 the Clerk Class 3 level

will also be considered. Such officers will retain their present  
 rate of pay but this will

be frozen. Applicants in receipt of pay above Class 7 will also be  
 considered, pending his

acceptance of pay reduction to that level. For further information contact Mr. Taara Tamal on 44621, Department of Foreign Relations and Trade.

T.4 Clerk Class 3                      \$1930-2125                      Port Moresby  
1501                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and the who think they can do this work should apply. Aptitude for investigational work including field surveys. Analytical ability and potential for further study.

Duties:- Assist the Projects Officer. Perform associated clerical duties. Investigate consumer demand and supply sources. Liaise with Officers of other Departments and sections. Attend trade finding, evaluation and reporting. Such other duties as directed.

C.155A Clerk Class 3                      \$1580-1775                      Lae  
1502                      7.2.75

Qualifications:- Previous clerical experience preferably including some experience in similar or allied work. Satisfactory completion of Form 4 or the Public Service Higher Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Control of cocoa exports under the provisions of the International Cocoa Agreement. Assist in checking and detailed examination of import/export entires. Carry out other duties as required.

CS.9 Clerk Class 2                      \$1670-1930                      Port Moresby  
1503                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply. Previous clerical experience.

Duties:- Assist in the work of a section of the International Affairs Branch as required. Other related duties as directed.

DEPARTMENT OF FORESTS

D.M.4 Forest Officer	\$5295-5525	Lae
1504            7.2.75		
Class 3		

Qualifications:- Appropriate University degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Wide forestry experience. Administrative ability.

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Vacancies - continued

	Standard	
Advertisement Applications		
Position No. and Designation	Salary Scale(s)	Location
Number            Close		

Department of Forests - continued

Duties:- Assist in the direction of the Forestry activity

within the Region. Supervise and control all harvesting extension, survey, and pressure treatment work within the Region. Assist in the planning and implementation of Regional Forestry Programmes. Carry out special professional duties including special research work, and organisation of the establishment of new forest stations following forestry development. Undertake other duties as required.

RP.8 Forest Officer                      \$3955-4525                      Port Moresby  
1504A                      7.2.75  
Class 2

Qualifications:- Appropriate University Degree with major studies in appropriate subjects,

or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in forestry work. Knowledge of appropriate techniques.

Duties:- Assist with research work on a major project and/or carry out research on one or more minor projects in the field of wood preservation research. Prepare reports on research projects. Organise and supervise extension services in the field of wood preservation. Prepare pamphlets on wood preservation for distribution to rural areas. Assist with training of subordinate staff. Perform other related duties.

RM.18 Forester Grade 2                      \$2945-3105                      As required  
1505                      7.2.75

Qualifications:- Diploma of Forestry from the P.N.G. Forestry College or equivalent, or such other educational qualifications as may be acceptable to the Public Service Board. Knowledge of experimental techniques and procedures.

Duties:- Supervise establishment, maintenance and measurement of nursery and plantation establishment experiments. Supervise, maintain and measure the application of forest

treatment techniques for the production of wood for different uses. Perform field tests of selected forest species. Analyse experimental results and prepare reports. Train subordinate staff in silvicultural experimental. Undertake other relevant duties.

DM.46-47 Forester Grade 4 \$1995-2125 Lae  
1506 7.2.75  
(2 positions)

Qualifications:- Higher Certificate of Forestry from the P.N.G. Forestry College or Certificate of competency from the Director of Forests. Considerable experience and demonstrated ability in one or more fields of Forestry activity. Ability to work under limited supervision.

Duties:- Under limited supervision perform any, or any combination, of the following duties:- Operate a large forest nursery including planting and maintenance of trees and shrubs, raising of seedlings, receipt and despatch of plants and seeds. Carry out survey and assessment work and perform other management duties including roading work, and assisting in timber purchases. Carry out inspectorial duties under the Forestry and Timber Users Protection Ordinance. Supervise and assist in silvicultural and plantation operations including general assistance in silvicultural research. Assist in botanical and entomological investigations. Supervise extension programmes within a forest District. Supervise and train subordinate staff and labour. Compile reports and returns covering all aspects of work. Control tools, equipment and machinery, including stocktaking and regular maintenance. Other duties as directed.

DM.3 Clerk Class 3 \$1930-2125 Lae  
1507 7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

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Vacancies - continued

Standard		
Advertisement Number	Applications Position No. and Designation Close	Salary Scale(s) Location

Department of Forests - continued

Duties:- Provide assistance in the clerical work of the region including registry, transport, accommodation, movements. Check and collate harvesting and costing returns. Maintain expenditure records and assist in the procurement of stores and supplies. Provide relief for clerical officers within the Region as required. Undertake other duties as directed.

DM.18 Stores Supervisor 1508	7.2.75	\$1670-1800	Bulolo
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Qualifications:- Knowledge and experience of all aspects of storekeeping and material handling. Ability to control storehouse operations and staff.

Duties:- Supervise the physical operations of the storehouse to ensure cleanliness and order, safe custody of stocks, and satisfaction of user demands. Review adequacy of holdings and undertake replenishment action including local procurement.

Supervision of receipt, storage, preservation and issuing of stocks. Ensure observance of quality control requirements in relation to stocks received. Plan storage areas and arrange onward movements to other minor stores and consumption points. Investigation and report on discrepancies and initiate action in case of transit loss or damage. Undertake periodic stock checks and assist at stocktakings. Supervise and train subordinate staff. Other related duties as required.

RP.56,59 Artisan Grade 2      \$1670-1800      Port Moresby  
1509      7.2.75

(2 positions)

Qualifications:- Successful completion of an Apprenticeship in a First Class Trade (as determined by the Public Service Board), or minimum of ten years experience as an Artisan's Assistant and Artisan Grade 1 or equivalent in Government service. Successful completion of a trade test and certified as reaching an acceptable level of trade competence in a first class trade.

Duties:- Exercise trade skills, perform all duties associated. With the occupant's trade including minor clerical work such as work orders, routine estimates and requisitions. Assist with the training of Apprentices and Artisan Assistants. Undertake other related duties as directed.

DM.6 Forester Grade 3      \$1670-1800      Lae  
1510      7.2.75

Qualifications:- Diploma of Forestry or equivalent, or such other educational qualifications as may be acceptable to the Public Service Board. Considerable experience in resource management and road survey and design. Proven administrative ability.

Duties:- Control all timber permits and licences within the Region including inspections,

reporting and recommendations thereon. Undertake responsibility for survey, design, construction and maintenance of forest roads and bridges within the Region. Carry out special investigations, and survey within the region. Ensure adequate supervision and training of subordinate staff. Other duties as directed.

DM.9 Forester Grade 3                      \$1670-1800                      Lae  
1511                      7.2.75

Qualifications:- Diploma of Forestry and such other educational qualifications as may be acceptable to the Public Service Board. Extensive forestry experience. Proven administrative ability.

Duties:- Control and direct all forestry activity within the District including, harvesting control; plantations; nurseries, extension stations; roading; surveys etc. Conduct and supervise research projects as required. Ensure adequate supervision and training of subordinate staff. Other duties as required.

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Vacancies - continued

I Standard

Advertisement Applications  
Position No. and Designation      Salary Scale(s)                      Location  
Number                      Close

Department of Forests - continued

DM.36 Clerical Assistant                      \$1670-1800                      Bulolo  
1512                      7.2.75  
Grade 3

Qualifications:- Qualified as for Clerical Assistant Grade 1.

Ability to satisfactorily perform all the duties listed, preferably with experience in similar or allied work.

Duties:- Perform general clerical duties attaching to the District including finance, staff, stores and routine correspondence. Maintain Forest inventory records and costing ledgers. Assist with the compilation of District estimates and general reports and returns. Supervision and training of subordinate staff. Carry out clerical checking of log returns and royalty assessment. Other relevant duties as directed.

DM.10 Clerk Class 2                      \$1670-1930                      Lae  
1513                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Perform general clerical duties attaching to the District including stores, finance, staff and routine correspondence. Maintain forestry inventory records and costing ledgers. Assist with the compilation of District estimates and general reports and returns. Carry out clerical checking of log returns and royalty assessment. Other duties as directed.

RP.27-28 Assistant Forester \$1645-1775                      Port-Moresby  
1514                      7.2.75

Grade 4  
(2 positions)

Qualifications:- Higher certificate of forestry from the P.N.G. Forestry College or Certificate of competency from the Director of Forests. Sound knowledge and experience in relevant techniques. Ability to work under limited supervision.



PR.13 Labour Statistician \$5755-5985 Port Moresby  
1516 7.2.75  
Clerk Class 9

Qualifications:- Appropriate University Degree, preferably at honours or post-graduate

level, with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Extensive experience in statistical analysis design and collection operations, preferably in the field

of labour statistics.

Duties:- Direct and control the collection, processing, presentation and analysis of

labour statistics. Undertake reviews of statistical techniques and methodology and supervise the design and implementation of sample surveys in the labour statistics field. Undertake statistical analysis and interpretation of data in support of departmental policy and management function. Liaise with Bureau of Statistics and other agencies in the development

of statistical services relevant to the Departments functions. Perform other relevant duties as directed.

PR.3 Labour Economist \$4705-5065 Port Moresby  
1517 7.2.75  
Clerk Class 8

Qualifications:- Appropriate University degree essential. Proven ability and experience in the field of labour market research and analysis. Knowledge of the Papua New Guinea labour market desirable.

Duties:- Control the Labour Economics Sections. Analyse the effect of economic development plans and economic trends on the labour market. Prepare

periodic assessments of employment levels and trends and related matters based on the state of the economy. Analyse the effects of wage movements and other costs of production on employment in the various sectors of the economy. Advise on such matters as; standards and costs of living and pressures on wage levels; wage differentials and their influence on the efficient operation of the labour market; methods of wage determinations and the effects of wage levels on efficient resource allocation and sound economic policy. Investigate employment creation effects in the light of alternative production techniques.

PR.14 Projects Officer                      \$3825-4085                      Port Moresby  
1518                      7.2.75  
(Stets) Clerk Class 7

Qualifications:- Experience and background appropriate to the duties and responsibilities of the position. Satisfactory completion of Form 6 or the Public Service Higher Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board.

Duties:- Develop new collection and ensure that methods and principles decided upon prove the most efficient and suitable in practice and that any modifications or improvements needed are made critically analyse results obtained and define their scope, use and limitations and make recommendations for their improvement or extension; ensure that the new series are co-ordinated with any relevant existing statistics. Undertake detailed analysis of the Annual Employment Statistics and other statistics produced by the Operations Section. Prepare reports for publication. Other duties as directed.

PR.11 Projects Officer                      \$3825-4085                      Port Moresby  
1519                      7.2.75  
  
Clerk Class 7

Qualifications:- Appropriate University Degree or equivalent or possession of such other

educational qualifications as may be acceptable to the Public Service Board. Maturity, experience and background appropriate to the duties and responsibilities of the position.

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Vacancies - continued

Standard

Advertisement Applications Position No. and Designation Number	Close	Salary Scale(s)	Location
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Department of Labour and Industry - continued

Duties:- Assist in the preparation of Departmental policy submissions to Cabinet, and in the co-ordination and collation of divisional responses to policy submissions of other Departments. Prepare analyses of situations requiring policy decisions in the labour field as directed. Assist in the preparation of legislative proposals. Other duties as directed.

PR.16 Supervisor, 1520	7.2.75	\$3825-4085	Port Moresby
Operations Clerk Class 7			

Qualifications:- Satisfactory completion of Form 6 or the Public Service Higher Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience and background appropriate to the duties and responsibilities of the position. Administrative ability.

Duties:- Control and direct the collection of the Annual Employment Statistics and other statistical collections. Supervise the collection and checking of statistical returns, and the electronic data processing of the data obtained. Undertake the design of input and

output formats for the E.D. processing and accept responsibility on matters concerning processing of statistical data. Supervise the maintenance of a register of employers for use by the Department of Labour and Industry and other Government agencies. Prepare prosecutions under the Employment Statistics Act 1971. Conduct prosecutions if necessary. Supervise the preparation of data for publication. Perform other relevant duties as directed.

PR. 4 Senior Research                      \$3825-4085                      Port Moresby  
1521                      7.2.75  
Officer  
Clerk Class 7

Qualifications:- Appropriate University Degree with major studies in appropriate subjects or equivalent or possession of such other educational qualifications as may be acceptable to the Public Service Board (PSB 273/73 WEF 10/7/73). Experience and background appropriate to the duties and responsibilities of the position.

Duties:- Conduct investigations and surveys of the labour market at the direction of the Labour Economist. Prepare analyses and reports of aspects of the employment situation and wage trends as required. Other duties as directed.

+FS. 8 District Labour Officer \$3825-4085                      As required  
1522                      7.2.75

FS.13 Grade 1  
(2 positions)

Qualifications:- Satisfactory completion of Form 6 or the Public Service Higher Certificate or possession of such other qualifications as may be acceptable to the Public Service Board. Experience appropriate to the duties and responsibilities of the position. Good administrative ability. Ability to write reports.

Duties:- Direct and control the activities of the Department of Labour and Industry at district level with particular emphasis on the following aspects:-

Industrial relations,  
inspections dealing with employment conditions and safe working  
practises, employment  
placement and other related duties as required.

PR.8 Projects Officer                      \$3185-3365                      Port Moresby  
1523                      7.2.75  
Clerk Class 6

Qualifications:- Satisfactory completion of Form 6 or the Public  
Service Higher  
Certificate or possession of such other educational qualifications  
as may be acceptable to  
the Public Service Board. Background and experience appropriate to  
the duties and  
responsibilities of the position.

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Vacancies - continued

Standard		
Advertisement applications		
Position No. and Designation	Salary Scale(s)	Location
Number	Close	

Department of Labour and Industry - continued

Duties:- Undertake under limited supervision research projects  
and surveys as required

into: trends in employment and opportunities, movement and  
distribution of labour,

patterns and levels of wages, conditions of employment and their  
relationship to PNG's

economy, labour supply and demand, income and expenditure patterns  
of their workforce.

Other duties as directed consistent with the above.

PR. 7 Projects Officer                      \$3185-3365                      Port Moresby  
1524                      7.2.75

Clerk Class 6

Qualifications:- Satisfactory completion of Form 6 or the Public Service Higher

Certificate or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Background and experience appropriate to the duties and

responsibilities of the position.

Duties:- Undertake under limited supervision research projects and surveys as required

into: Trends in employment and opportunities, movement and distribution of labour, patterns

and levels of wages, conditions of employment and their relationship to PNG's economy,

labour supply and demand, income and expenditure patterns of the workforce. Other duties

as directed consistent with the above.

PR.29 Registry Clerk                      \$2705-2865                      Port Moresby  
1525                      7.2.75

Clerk Class 5

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public

Service Board. Experience in similar or allied work. Able to

supervise and train junior

staff.

Duties:- Maintain a register by categories showing the establishment of all employers

in Papua New Guinea and be responsible for its updating by way of addition, deletions and

corrections. Supervise the preparation of input for the updating of this register by

EDP. Other duties as directed.

PR. 17 Clerk Class 5  
1526 7.2.75

\$2705-2865

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Board.

Knowledge of EDP process and data preparation essential. Ability to supervise and train staff.

Duties:- Supervise the quality control and paper tape punching activities within the

Statistics Section. Maintain the edit table through punched cards. Batching annual employ-

ment returns, preparing paper tape for the computer and maintain paper control records of these. Investigate and follow up the more complex errors and rejections. Other duties

as directed.

PR.15 Research Officer  
1527 7.2.75  
(Stats) Clerk Class 5

\$2705-2865

Port Moresby

Qualifications:- Appropriate University Degree with major studies in appropriate subjects or possession of such other educational qualifications as may be acceptable to

the Public Service Board. Ability to undertake statistical research and analysis.

Duties:- Assist the Projects Officer (Statistics) in the evaluation and analysis of statistics in the Labour field. Other duties as directed.

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Vacancies - continued

Advertisement Applications		Standard	
Position No. Number	and Designation Close	Salary Scale(s)	Location

Department of Labour and Industry - continued

PR.12 1528	Research Officer 7.2.75 Clerk Class 5	\$2705-2865	Port Moresby
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Qualifications:- Appropriate University Degree or part completion thereof. Ability to undertake policy-related analyses and to prepare clear and concise reports.

Duties:- Assist in the activities of the Labour Policy Section. Other duties as directed.

FS.65	Labour Officer Grade 2	\$2705-2865	As required
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1529 7.2.75

FS.66 (Clerk Class 5)

(3 positions)

FS.86

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Sound knowledge of employment placement and counselling techniques or related work experience and aptitude for this work.

Duties:- Responsible for the operations of the National Employment Service in one or

more districts. Perform other related duties.

FS.14-15 Labour Officer Grade 2 \$2705-2865 As required  
1530 7.2.75

+FS.19 Clerk Class 5

FS.22 (4 Positions)

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public  
Service Board. Experience and background relative to the duties and functions of the position.

Duties:- Inspect employers establishments to ensure that the provisions of all labour legislation and industrial awards are observed. Carry out other related duties as required.

+FS.37 Labour Officer \$2255-2465 As required  
1531 7.2.75

FS.38 Grade 1

FS.39 (4 positions)

+FS.40

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these qualifications but who have relevant experience

are also eligible. Experience in similar or allied work. Ability to train and supervise junior staff as appropriate.

Duties:- Under limited direction check and process documents dealing with employment contracts and supervise final wage payments. Maintain an employment placement service and check and where warranted issue such licences and permits in accordance with the appropriate legislation. Carry out other related duties as required.

PR.24 Senior Coder 1532	7.2.75	\$2255-2465	Port Moresby
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Clerk Class 4

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Ability to supervise and train junior

staff. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

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Vacancies - continued

Applications Position No. and Designation	Location
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Close

Department of Labour and Industry – continued

Duties:- Check coding of labour data. Resolve coding queries. Prepare query sheets

and amendments to Machine Tabulation cards. Supervise and train subordinate staff. Other

duties as directed.

PR.18 Clerk Class 4            \$2255-2465            Port Moresby            1533  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Experience in similar or allied work. Able to supervise and train junior

staff as appropriate. Officers not holding these educational qualifications but who have

relevant experience are also eligible and those who think they can do this work should

apply.

Duties:- Check all coded annual employment returns for completeness, and accuracy.

Maintain a quality control sheet, and identify areas where mistakes are being made. Keep

error rate within acceptable limits. Correct errors where possible. Inform coding section

when error rates become unacceptable. Other duties as directed.

PR.22, 23 Data Processor \$1995-2125 Port Moresby 1534  
7.2.75

Grade 2

(2 positions)

Qualifications:- Successful completion of a course of training approved by the Public

Service Board or successful completion of a test prescribed by the Board. Satisfactory

completion of Form 4, or the Public Service Certificate or possession of such other

educational qualifications as may be acceptable to the Public Service Board.

Duties:- Process Annual Employment Returns. Maintain effective paper control

records of work done and in progress. Sort batches for processing and carry out hash

totalling. Other duties as directed.

PR.30 Clerk Class 3 \$1930-2125 Port Moresby 1535  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience preferably in similar or allied work.

Duties:- Undertake duties associated with the maintenance of a register of all employers in Papua New Guinea, including: liaison with employers on

initial collection of

establishment details, follow-up interviews to ensure accuracy of data, check for and

correct the less complex errors in computer based lists, reconcile industry codes as part

of the data up-date process. Other duties as directed.

PR.19 Clerk Class 2 \$1670-1930 Port Moresby 1536  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those

who think they can do this work should apply.

Duties:- Perform clerical duties and assist in the tabulation of data connected with projects and surveys being undertaken. Assist with the development and maintenance

of a reference material system. Perform other relevant duties as directed.

PR.31 Clerical Assistant \$1670-1800 Port Moresby 1537  
7.2.75

Grade 3

Qualifications:- Qualified for Clerical Assistant Grade 1. Ability to satisfactorily perform duties of the position.

Vacancies – continued

(Advertisement Applications Position No. and Designation Number	Standard Salary Scale(s)	Location
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Department of Labour and Industry – continued

Duties:- Under supervision provide general clerical assistance on the Employer Register in the Annual Employment Statistics Branch. Receive advice from field staff on new employers in Districts and check against Master Register. Continuous checking of employers on field staff inspection reports against Master Register. Continuous checking of businesses in Government Gazette and their publications against Master Register. Other duties as directed.

PR.25, 26, 27 1538	Coder 7.2.75	\$1670-1930	Port Moresby
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Clerk Class 2  
(3 positions)

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Code occupations, education standards and country of birth on Annual Employment Returns. Check edit requirements of all numerical data on Annual Employment Returns. Check for discrepancies or inconsistencies on Annual Employment Returns. Other duties as directed.

DEPARTMENT OF LANDS, SURVEYS AND MINES

\*DM.18 Mining Engineer                      \$6215-6445                      Port Moresby  
1539                      7.2.75  
                    Class 4

Qualifications:- Appropriate University Degree with major studies in appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Qualifications permitting statutory appointment under relevant mining legislation as required.

Duties:- Organise, co-ordinate and control programmes of Mines Inspection, Drilling, Assaying and Mining Activities. Direct activities of Inspection of Mines and act as Inspector of Mines as required. Inspector under Petroleum (Submerged Lands) Act. Initiate changes in legislation relating to safety and health in mines (Mines and Works Regulation Act) and assistance to the Mining Industry (Mining Development Act). Prepare professional reports on all requests for assistance under Mining Development Act. Initiate and implement improved mining methods for miners and offer professional advice when requested. Initiate training programmes in Drilling, Assaying, and Field Assistant in the interest of localisation. Prepare the Divisional financial estimates and allocate funds to various sections. Statutory Boards - act as Member of Mining Advisory Board and Member of Board of Examiners (Deputy Chairman). Such other duties as directed consistent with the above.

MB.69 Surveyor Class 4                      \$6215-6445                      Port Moresby  
1540                      7.2.75

Qualifications:- Appropriate University degree with major studies appropriate subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Post graduate qualifications in photogrammetry. Extensive

experience in analytical photogrammetry and photogrammetric procedures. Proven administrative ability.

Duties:- Direct and co-ordinate the work of the photogrammetry section. Arrange work programmes and priorities in aerial photography, aerial triangulation, photogrammetric plotting and other photogrammetric operations. Examine survey requirements and arrange for preparations of relevant specifications. Analyse aerial survey proposals and recommend on acceptance and payment for work carried out by consultants. Prepare programmes and estimates of expenditure. Liaise with user departments and outside mapping agencies on matters concerning photogrammetry. Research complex technical matters and recommend on new techniques and purchase of equipment.

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Papua

Vacancies - continued

Standard

Advertisement Position No. Number	Applications and Designation Close	Salary Scale(s)	Location
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Department of Lands, Surveys and Mines -  
continued

*DM.54 1541	Inspector of Mines 7.2.75	\$5295-5525	Wau
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Qualifications:- Appropriate University degree with major studies in appropriate

subjects; or equivalent; or possession of such educational qualifications as may be

acceptable to the Public Service Board. Qualifications permitting statutory appointment under relevant mining legislation as required.



work for accuracy, good judgement, adequacy and suitability of presentation. Train professional and non-professional staff.

V.20 bluer Grade 3                      \$3825-4085              Port Moresby  
1543                      7.2.75

Qualifications:- Appropriate qualifications in Valuation or possession of such other

educational qualifications as may be acceptable to the Public Service Board. Extensive practical and administrative experience in all aspects of land valuations.

Duties:- Plan supervise and control valuing work in the valuation districts comprising the region. Give advice and represent the Government and local authorities in discussions on valuing matters. Independently carry out and report upon the most complex valuations. Other duties consistent with those undertaken by a qualified valuer.

V.39 Valuer Grade 3                      \$3825-4085              Rabaul  
1544                      7.2.75

Qualifications:- Appropriate qualifications in Valuation or possession of such other educational qualifications as may be acceptable to the Public Service Board. Extensive practical and administrative experience in all aspects of land valuations.

Duties:- Plan supervise and control valuing work in the valuation districts comprising the region. Give advice and represent the Government and Local Authorities in discussions on valuing matters. Independently carry out and report upon the most complex valuations. Other duties consistent with those undertaken by a qualified Valuer.

Position No. and Designation

Standard

Salary Scale(s)

Location

(Advertisement

Advertisement

Number

Applications

Close

Department of Lands, Surveys and Mines – continued

\*DH.

Supervising Draftsman

\$3465–3695

Port Moresby

1545

7.2.75

Qualifications:– Qualified as Draftsman Grade 1. Wide and extensive drafting experience

and ability to undertake design drafting work of an advanced or unusual nature. Proven

ability to take charge of a drafting group and supervise and train staff with only limited

guidance.

Duties:– Allocate and supervise work of the Plan Drawing and Examination Section.

Certify plans for depositing with Registrar General. Liaise with other sections and as

directed with departmental and contract surveyors. Other related duties as directed.

\*DH.30 Supervising Draftsman

\$3465–3695

Port Moresby

1546

7.2.75

Qualifications:– Qualified as Draftsman Grade 1. Wide and extensive drafting

experience and ability to undertake design drafting work of an advanced or unusual nature.

Proven ability to take charge of a drafting group and supervise and train staff with only

limited guidance.

Duties:– Supervise and direct the work and staff of the General Duties Section.

Allocate work and examine completed work. Train staff in all phases of the work of the

section. Liaise as required with other sections and departments on technical descriptions

required under any ordinance. Other related duties as directed.

LB.8 Clerk Class 6

\$3185–3365

Port Moresby

1547

7.2.75

Qualifications:– Satisfactory completion of Form 4, or the Public

Service Certificate,  
or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train junior staff as appropriate.

Duties:- Advise applicants and other interested parties of Land Board recommendations in accordance with statutory requirements. Receive and process appeals lodged. Assist other officers as directed.

V.22, V.30, V.31 Valuer

\$3185-3365

As required

1548

7.2.75

Grade 2

Qualifications:- Appropriate University degree with major studies in appropriate

subjects, or equivalent, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Comprehensive valuation experience and good knowledge of land administration matters.

Duties:- Responsible for valuation work within a valuation district. Direct and

supervise the work of subordinate staff. Undertake inspections, reports and submissions in objection cases. Other duties consistent with those undertaken by a qualified valuer.

\*DH.22 Senior Draftsman

\$2945-3105

Port Moresby

1549

7.2.75

Qualifications:- Qualified as Draftsman Grade 1. Considerable drafting experience and ability to undertake complex drafting work of an advanced or unusual nature under limited direction. Supervisory ability desirable.

Duties:- Undertake more complex and important examinations including those plans for

depositing with the Registrar General. Registration of survey plans and general chartings.

Train staff in all phases of examination work. Other related duties as directed.

Advertisement position No. and Number	Applications and Designation Close	Standard Salary Scale(s)	Location
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Department of Lands, Surveys and Mines –  
continued

LS.31 1550	Regional Land Development Officer 7.2.75	\$2945–3105	As required
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Qualifications:– Satisfactory completion of Form 4, or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Wide experience in land settlement and development. Sound knowledge of

land legislation, the economics of rural development and the principles of rural valuations. Good knowledge of customary land tenure systems and utilisation patterns. Administrative

ability.

Duties:– Administrative and functional control of the Branch's activities. Systematic

investigation of land resources within the Region and submission of detailed proposals

for acquisition, utilisation and sub-division of land. Such other duties as directed.

*SB.14 1551	Senior Draftsman 7.2.75	\$2945–3105	Bougainville
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Qualifications:- Qualified as Draftsman Grade 1. Considerable drafting experience

and ability to undertake complex drafting work of an advanced or unusual nature under

limited direction. Supervisory ability desirable.

Duties:- Undertake and examine drafting work. Supervise maintenance of plan register

and permanent marks register. Perform necessary administrative duties and maintain liaison

with Headquarters drawing office. Other related duties as directed.

\*D11.31 Senior Draftsman                      \$2945-3105                      Port Moresby  
1552                      7.2.75

Qualifications:- Qualified as Draftsman Grade 1. Considerable drafting experience

and ability to undertake complex drafting work of an advanced or unusual nature under

limited direction. Supervisory ability desirable.

Duties:- Prepare the more complex lease instruments and technical descriptions, and

supervise and prepare plans of large sub-divisions for xerography. Examine and process

purchase documents. Supervise preparation of sketches of land to be advertised for

tender or application. Assist in the examination of work and in the training of junior staff.

LD.35 Clerk Class 5                      \$2705-2865                      Port Moresby  
1553                      7.2.75

Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher Certificate, or possession of such other educational qualifications as may be acceptable

to the Public Service Board. Sound knowledge and experience in lease forfeiture procedure

and sound knowledge of legislation related thereto. Ability to interpret legislation.

Duties:- Prepare and direct programmes for the control and enforcement of lease covenants. Arrange improvement inspections of leasehold land. Make recommendations in regard to all forfeiture action.

LD.23 Clerk Class 5 1554	7.2.75	\$2705-2865	Port Moresby
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Qualifications:- Satisfactory completion of Form 6 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Sound knowledge of and experience in the acquisition of leasehold and freehold land rights. Ability to interpret legislation.

Duties:- Examine proposals for the acquisition of rights in leasehold and freehold

land and collect and collate necessary title survey and valuation data. Negotiate with land owners for the acquisition of rights in leasehold and freehold land. Other duties as

directed.

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Vacancies - continued

		Standard	
Advertisement Position No. and Designation Number	Applications Close	Salary Scale(s)	Location

Department of Lands, Surveys and Mines -  
continued

+T.2 1555	Clerk Class 5 7.2.75	\$2705-2865	Port Moresby
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Sound experience in staff and industrial matters preferably in a Teaching Service and good knowledge of associated legislation, procedures and practice. Ability to conduct investigations and prepare reports and recommendations.

Duties:- As directed: Provide general assistance in staff and industrial matters. Secure and collate material for submissions on employment conditions. Conduct investigations on disciplinary and other staff problems. Arrange promulgation and publication of decisions concerning employment conditions. Exercise delegations under the Teaching Service Ordinance. Other duties as directed.

LD.15 1556	Clerk Class 5 7.2.75	\$2705-2865	Port Moresby
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Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher Certificate, or possession of such other education qualifications as may be acceptable to the Public Service Board. Sound knowledge and experience in the documentation of customary land acquisitions. Ability to interpret legislation.

Duties:- Prepare more complex customary land acquisition documents. Issue instructions

to investigate the acquisition of customary land. Examine investigation reports and determine appropriate acquisition procedure. Other duties as directed.

LD.12 Clerk Class 5                                 \$2705-2865                         Port Moresby  
1557                         7.2.75

Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Practical knowledge of survey principles, land utilisation and customs. Sound knowledge of legislation associated with acquisition of rights in lands.

Duties:- Supervise, direct and control subordinate staff. Negotiate with the owners of customary owned land for the purchase and lease of land rights. Arrange payments for the acquisition of land rights and execution of relevant documents.

DH.25 Draftsman Grade 2                                 \$2465-2625                         Port Moresby  
1558                         7.2.75

Qualifications:- Qualified as Draftsman Grade 1. Drafting experience and ability to undertake drafting work of some complexity without constant supervision and involving initiative and judgement in the application of established principles.

Duties:- Examination of surveyor's field notes and survey data. Drawing of plans. Examination of less complex plans. Other related duties as directed.

SNH. 25 Draftsman Grade 2                                 \$2465-2625                         As required  
1559                         7.2.75

Qualifications:- Qualified as Draftsman Grade 1. Drafting experience and ability to undertake drafting work of some complexity without constant supervision and involving initiative and judgement in the application of established principles..

Duties:- Examine surveyor's field notes and survey data. Draw survey plans. Note land dealings on maps and charts. Other related duties as directed.

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Vacancies - continued

Position No. and Designation                      Location  
Applications

Close

Department of Lands, Surveys and Mines - continued

SNI. 42 Draftsman Grade 2 \$2465-2625      As required      1560  
7.2.75

Qualifications:- Qualified as Draftsman Grade 1. Drafting experience and ability to undertake drafting work of some complexity without constant supervision and involving

initiative and judgement in the application of established principles.

Duties:- Examine surveyor's field notes and survey data. Draw survey plans. Note land dealings on maps and charts. Other related duties as directed.

MB.16 Technical Officer      \$2465-2625      Port Moresby      1561  
7.2.75  
Grade 2

Qualifications:- Completion of an acceptable course in surveying or qualifications deemed to be equivalent by the Public Service Board. Proven ability to carry out the above

duties under limited supervision.

Duties:- Under direction: Carry out minor geodetic and photo control surveys. Carry out measurements necessary to establish a second order network. Carry out levelling and stadis surveys. Perform other related duties as directed.

SNC. 23 Draftsman                      \$2465-2625      As required      1562  
7.2.75  
    Grade 2

Qualifications:- Qualified as Draftsman Grade 1. Drafting experience and ability to undertake drafting work of some complexity without constant supervision and involving drafting work of some complexity without constant supervision and involving initiative and judgement in the application of established principles.

Duties:- Examine surveyor's field notes and survey data. Draw Survey plans. Note land dealings on maps and charts. Other related duties as directed.

DR.33 Draftsman Grade 2      \$2465-2625      Port Moresby      1563  
7.2.75

Qualifications:- Qualified as Draftsman Grade 1. Drafting experience and ability to undertake drafting work of some complexity without constant supervision and involving initiative and judgement in the application of established principles.

Duties:- Check and prepare lease instruments. Prepare technical descriptions. Prepare correspondence and examine files as directed. Undertake notation of Noting Maps at each stage of land dealings.

LD.27 Clerk Class 4                      \$2255-2465      Port Moresby      1564  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train

junior staff as appropriate. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine all applications in the following categories and submit to the Land Board with appropriate recommendations. Setting aside land for Government Departments, Mission Leases, Special Purposes Leases and other leases expressly exempt from advertisement. Variation of the term and conditions of leases; consolidation and sub-division of leases. Other duties as directed.

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Vacancies - continued

Standard

Advertisement Position No. Number	Applications and Designation Close	Salary Scale(s)	Location
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Department of Lands, Surveys and Mines -  
continued

+LD.30 1565	Clerk Class 4 7.2.75	\$2255-2465	Port Moresby
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train junior staff as appropriate. Officers not holding these educational qualifications but who have

relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Prepare more complex land availability for leasing and tender notices.  
Liaise with the Town Planning and Survey Administration branches on the progress of sub-divisional design and survey. Other duties as directed.

LD.33 Clerk Class 4                      \$2255-2465              Port Moresby  
1566                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train junior

staff as appropriate. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine all applications in the following categories and submit to the Land Board with appropriate recommendations. Setting aside land for Government Departments, Mission Leases, Special Purposes Leases and other Leases expressly exempt from advertisement. Variation of the term and conditions of leases; consolidation and subdivision of leases. Other duties as directed.

DH.17 Draftsman Grade 1                      \$2190-2385              Port Moresby  
1567                      7.2.75

Qualifications:- An approved certificate of a recognised College or Institution or equivalent as recognised by the Board or six years relative experience plus the successful completion of an eligibility test as approved by the Board.

Duties:- Under supervision perform drafting duties as directed, including the



Close	Salary Scale(s)	Number
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Department of Lands, Surveys and Mines –  
 conti.nued

*DM.66 7.2.75	Technical Assistant \$2190–2385	Port Moresby	1570
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Grade 1

Qualifications:– Satisfactory completion of a post Form 4 Certificate in chemical

laboratory techniques approved by the Public Service Board, or equivalent or such other

educational qualifications as may be acceptable to the Public Service Board.

Duties:– Carry out geochemical analysis on rocks, soils and sediments submitted for

analysis; conduct fire assay on samples submitted; assist in research projects being

undertaken by professional officers; perform other duties as required.

SB.17 7.2.75	Draftsman Grade 1 \$2190–2385	Bougainville	1571
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Qualifications:– An approved certificate of a recognised College or Institution or

equivalent as recognised by the Board or six years relative experience plus the successful

completion of an eligibility test as approved by the Board.

Duties:- Examine less complex survey field notes and survey data. Draw plans from

survey information supplied. Supply maps, plans etc. and answer general public enquiries.

Other related duties as directed.

LS. 47 Land Development Officer			
Grade 2	\$2190-2385	As required	1572
7.2.75			

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Practical experience in farm management and Territory land settlement

and development essential. Knowledge of Territory land legislation and customary land

tenure systems. Good organisational and administrative ability. Ability to carry out

investigational and subdivisional surveys and mapping.

Duties:- Responsible for the Branch's activities in a development area of lesser

importance; take charge of field parties for settlement projects as necessary. Supervise,

direct and control the work of subordinate officer; instruct Trainees. Carry out pre-

purchase land investigations and purchase surveys; submit proposals for the acquisition,

subdivision and development of rural land; prepare preliminary subdivisional designs for

development projects. Report on land applications and improvements on rural holdings.

Supervise routine inspections of rural leaseholds. Represent the

department on district

committees. Other related duties as directed.

LS. 22 Land Development Officer  
Grade 2 \$2190-2385 Port Moresby 1573  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Practical experience in farm management and Territory land settlement

and development essential. Knowledge of Territory land legislation and customary land

tenure systems. Good organisational and administrative ability. Ability to carry out

land tenure systems. Good organisation. Ability to carry out investigational and sub-

divisional surveys and mapping.

Duties:- Responsible for the Branch's activities in a development area of lesser

importance; take charge of field parties for settlement projects as necessary. Supervise,

direct and control the work of subordinate Officers; instruct Trainees. Carry out pre-

purchase land investigations and purchase surveys; submit proposals for the acquisition,

subdivision and development of rural land; prepare preliminary subdivisional designs for development projects. Report on land applications and improvements on rural holdings.

Supervise routine inspections of rural leaseholds. Represent the department on district

committees. Other related duties as directed.

Vacancies - continued

Advertisement Application Position No. and Designation Number	Standard Close	Salary Scale(s)	Location
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Department of Lands, Surveys and Mines -  
continued

*LS.17 Land Development 1574	7.2.75 Officer Grade 1	\$1995-2125	As required
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Practical experience in farm management and land development. Ability to undertake elementary surveying and to control field assistants. Aptitude for work in isolated bush areas.

Duties:- Under direction, perform investigational and subdivisional surveys of land for rural development and investigate and report on improvements on rural holdings. Supervise subordinate staff and assist in their training. Assist in the preparation of plans and maps as required. Undertake in-service training related to the duties of Land Development Officer. Such other duties as directed.

*LS.27 Land Development 1575	7.2.75 Officer Grade 1	\$1995-2125	As required
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Practical experience in management and Land Development. Tropical experience an advantage. Ability to undertake elementary surveying and to control field assistants. Aptitude for work in isolated bush areas.

Duties:- Under direction, perform investigational and subdivisional surveys of land for rural development and investigate and report on improvements rural holdings. Supervise subordinate staff and assist in their training. Assist in the preparation of plans and maps as required. Undertake in-service training related to the duties of Land Development Officers. Such other duties as directed.

*LS.25 Land Development	\$1995-2125	As required
1576        7.2.75		
Officer Grade 1		

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Practical experience in farm management and land development. Tropical experience an advantage. Ability to undertake elementary surveying and to control field assistants. Aptitude for work in isolated bush areas.

Duties:- Under direction, perform investigational and subdivisional surveys of land for rural development and investigate and report on improvements on rural holdings. Supervise subordinate staff and assist in their training. Assist in the preparation of plans and maps as required. Undertake in-service training related to the duties of Land Development Officers. Such other duties as directed.

LS.51 Land Development	\$1995-2125	As required
1577        7.2.75		

Officer Grade 1

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Practical experience in farm management and land development. Ability to undertake elementary surveying and to control field assistants. Aptitude for work in isolated areas.

Duties:- Under direction, perform investigational and sub-divisional surveys of land for rural development and investigate and report on improvements on rural holdings. Supervise subordinate staff and assist in their training. Assist in the preparation of plans and maps as required. Such other duties as directed.

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Papua

Vacancies - continued

Standard

Advertisement Position No. Number	Applications and Designation Close	Salary Scale(s)	Location
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Department of Lands, Surveys and Mines -  
contiqued

LB.4 Clerk Class 3 1578	7.2.75	\$1930-2125	Port Moresby
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including experience in similar or allied

work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine and recommend on simpler applications before the Board. Liaise with

other Departments and Sections. Advise the public on general matters.

LD.28 Clerk Class 3                      \$1930-2125                      Port Moresby  
1579                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Prepare less complex land available for leasing and Tender Notices. Arrange

the gazettal of land available for leasing and Tender Notices. Other duties as directed.

LD.36 Clerk Class 3                      \$1930-2125                      Port Moresby  
1580                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply. Previous clerical experience, preferably including experience in similar or allied work.

Duties:- Prepare notices to show cause and Forfeiture Notices and where applicable arrange checking by Legislative Draftsman. Prepare requests to non-complying leases for advice of intentions. Arrange gazettal of Forfeiture Notices. Other duties as directed.

LD.21 Clerk Class 3                      \$1930-2125                      Port Moresby  
1581                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Prepare customary land investigation instructions. Maintain records in the issue and progress of investigation instructions. Advise all interested parties of the progress of investigations. Other duties as directed.

LD.31 Clerk Class 3                      \$1930-2125                      Port Moresby  
1582                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Prepare less complex land available for leasing and Tender Notices. Assist

in the investigation into applications for land and the amendment of lease terms and conditions.

Other duties as directed.

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Vacancies -

continued

Advertisement	Applications	Standard
Designation Location		1 Position No. and
Number	Close	Salary Scale(s)

- continued

Department of Lands, Surveys and Mines

LD.38 Clerk Class 3		\$1930-2125
Port Moresby	1583	7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including experience in similar

or allied work. Officers not holding these educational qualifications but who have relevant

experience are also eligible and those who think they can do this work should apply.

Duties:- Prepare less complex land available for leasing and Tender Notices. Arrange

the gazettal of land available for leasing and Tender Notices. Other duties as directed.

LD.34 Clerk Class 3		\$1930-2125
Port Moresby	1584	7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience, preferably including experience in similar or allied

work. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply.

Duties:- Prepare less complex land available for leasing and Tender Notices. Assist in

the investigation into applications for land and the amendment of lease terms and conditions.

Other duties as directed.

LD.17 Clerk Class 3		\$1930-2125
Port Moresby	1585	7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience, preferably including experience in similar or allied

work. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply.

Duties:- Prepare customary land investigation instructions. Maintain records in the

issue and progress of investigation instructions. Advise all interested parties of the

progress of investigations. Other duties as directed.

LB.7 Clerk Class 3		\$1670-1930
Port Moresby	1586	7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience. Officers not holding these educational

qualifications but who have relevant experience are also eligible and those who think they

can do this work should apply.

Duties:- Assist Assistant Land Board Clerk in routine clerical duties. Prepare

Government Gazettes for advertised land, extract necessary information and create new files.

Check Land Board Minutes for accuracy. Carry out other duties as directed consistent with

the above.

LD.11 Clerk Class 2		\$1670-1930
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Port Moresby

1587

7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, 01

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience. Officers not holding these educational qualifications

but who have relevant experience are also eligible and those who think they can do this work

should apply.

Duties:- Investigation and preliminary survey of land for purchase. Assist in deter-

mination of ownership and availability of land. Prepare reports consistent with above.

Other duties as directed.

January, 1975

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Papua

New Guinea Gazette

Vacancies - continued

Standard

Advertisement Applications

Position No. and Designation	Salary Seale(s)	Location
Number	Close	

Department of Lands, Surveys and Mines - continued

+LB.6 Clerk Class 2  
1588 7.2.75

\$1670-1930

Port Moresby

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Assist Assistant Land Board Clerk in routine clerical duties. Search Government Gazette for advertised land, extract necessary information and create new files. Check Rent Section records for information re forfeitures. Carry out other duties as directed consistent with the above.

LD.13 Clerk Class 2	\$1670-1930	Port Moresby
1589	7.2.75	

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Investigation and preliminary survey of land for purchase. Assist in determination of ownership and availability of land. Prepare reports consistent with above. Other duties as directed.

*DM.63 Technical Assistant	\$1670-1800	Port Moresby
1590	7.2.75	
Grade 1		

Qualifications:- Completion of Form 2 or equivalent or satisfactory relevant experience in government service. A minimum of 5 years experience in chemical laboratory work and proven ability in simple chemical laboratory techniques and procedures.

Duties:- Prepare samples of rocks and earths for analysis or

extrative metallurgical examination. Assist in chemical analysis of rocks, earths and sediments and metals. Assist in the fire assay of rocks, earths, sediments and metals. Assist in metallurgical investigation of rocks, earths, sediments and metals. Perform other duties as required.

\*LS.39 Assistant Land                      \$1410-1540                      As required  
1591                      7.2.75  
Development Officer

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Aptitude for field work and investigational surveys. Good physique and potential for controlling field workers. Experience in plantation agriculture and elementary surveying an advantage.

Duties:- Assist Land Development Officer in: Investigation and preliminary survey of development areas and rural holdings. Preparation of plans and maps. Control and supervision of field labour. Undertake in-service training related to the duties of Land Development Officers. Such other duties as directed.

\*A18 Clerk Class 1                      \$1280-1605                      Port Moresby  
1592                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other qualifications as may be acceptable to the Public Service Board.

Officers not holding these educational qualifications but who have relevant experience are

11180 eligible and those who think they can do this work should apply.

Standard

Advertisement Applications  
Position No. and Designation Salary Scale(s) Location  
Number Close

Department of Lands, Surveys and Mines -  
continued

Duties:- Receipt and despatch of correspondence. Checking files for completed action.

Circulation of documents for senior officer's inspection. Such other duties as directed.

DH.39 Assistant Draftsman \$1200-1410 Port Moresby  
1593 7.2.75

Qualifications:- Satisfactory completion of Form 3 examination - aptitude for drawing.

Duties:- Prepare simple tracings and drawings. Operate plan printing equipment. File

section records as directed. Other duties as required.

\*A.19 Clerical Assistant \$1540-1670 Port Moresby  
1594 7.2.75

Grade 2

Qualifications:- Qualified for appointment as Clerical Assistant. Ability to satis-

factorily perform all duties listed, preferably with good experience in Registry procedures.

Duties:- Perform Higher grade clerical work associated with Registry duties. Attend

to registers, indexes, Schedules and other appropriate records. Other duties as directed.

\*A.24,25,26,27 Clerical \$1200-1410 Port Moresby

1595 7.2.75

Assistant Grade 1

(4 positions)

Qualifications:- Successful completion of Form 1 Secondary education or approved educational qualifications equivalent or assessed equivalent in terms of education and experience in Government Service as an Administration Servant.

Duties:- Under close supervision provide routine assistance in general clerical duties in the Section, including as required. (a) Maintenance of records, Movement Cards, etc.

(b) Perform counter duties, answer routine enquiries, accept documents, provide routine information. (c) Other duties as directed.

DEPARTMENT OF LAW

RG.1 Registrar General \$7135 Port Moresby  
1596 7.2.75

(Clerk Class 11)

Qualifications:- Satisfactory completion of Form 6 or the Public Service Higher Certificate or possession of such other qualifications as are acceptable to the Public Service Board. Appropriate tertiary qualifications desirable. Proven administrative and executive ability of a high order. Extensive knowledge and experience in interpreting legislation and of commercial accounting and conveyancing practice. Extensive experience in registry.

Duties:- Plan and direct the operations of the Registrar General's Branch.

\*RG.34 Clerk Class 9 \$5755-5985 Port Moresby  
1597 7.2.75

Qualifications:- Qualifications in accountancy or law or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience and knowledge appropriate to enable the efficient discharge of the duties.

Duties:- Supervise and control the work of investigations and inspections. Prepare and conduct prosecutions of Companies and Company Officers for breaches of the Companies Act. Conduct special investigations pursuant to Provision 4 of Part 6 of the Companies Act under appointment by the Minister and submit reports thereon to the Minister.

January, 1974  
Guinea Gazette

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Papua New

Vacancies - continued

Advertisement Applications	Standard		
Position No. and Designation	Salary Scale(s)	Location	Number
Close			

Department of Law - continued

RG.49 Clerk Class 8 1598      7.2.75	\$4705-5065	Port Moresby
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate,  
or possession of such other educational qualifications as may be acceptable to the Public Service Board. Thorough knowledge and experience of Titles office practice and the laws concerned. Ability to supervise and train staff. Ability to interpret maps and plans. Assured knowledge of conveyancing law and practice essential.

Duties:- Direct and supervise the activities and staff of the Titles Section. Assume

responsibility for the maintenance and security of all records of titles and for information

retrieval from those records. Assume responsibility for the registration of the most complex dealings, all survey, plans and other complex instruments. Sign completed titles.

\*RG.2 Clerk Class 8                      \$4705-5065                      Port Moresby  
1599                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Sound experience in the interpretation of legislation. Sound experience in registration work. Good general knowledge of the operations of the Registrar General's Office. Good ability in carrying out research and writing reports. Administrative and training ability.

Duties:- Assist the Registrar General in revision of all legislation affecting the Branch; prepare preliminary drafts and drafting instructions in respect of new legislative proposals for consideration of the Registrar General. Carry out research into economic and social factors affecting functions of the Branch, prepare policy submissions, reports and information papers. Co-ordinate and control in-service training programmes; prepare and maintain staff instruction manuals.

\*RG.35 Clerk Class 8                      \$4705-5065                      Port Moresby  
1500                      7.2.75

Qualifications:- Qualifications in Accountancy or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience and knowledge appropriate to enable the efficient discharge of the duties.

Duties:- Examine and investigate returns and reports of receivers, managers, official managers and liquidators. Investigate and recommend action in respect of defunct companies

and applications to strike companies off the register. Investigate and recommend action in respect of advertisements relating to company securities or interests.

RG.37 Clerk Class 7                      \$3825-4085                      Port Moresby  
1601

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Thorough knowledge of relevant legislation and case law essential. Ability to interpret legal documents. Thorough knowledge of Companies office practice and commercial and Business principles and practices. Good administrative ability.

Duties:- Supervise and control the work of the Companies examination and registration section. Carry out the statutory functions of a Deputy Registrar of Companies including the exercise of discretions regarding the acceptability of names, granting extensions of time to hold meetings or to present accounts to shareholders, or the waiving of penalty fees. Examine and approve for registration charges, mortgages and debentures given or issued by companies.

RG,3 Clerk Class 5                      \$2705-2865                      Port Moresby  
1602                      7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or Possession of such other educational qualifications as may be acceptable to the Public Service Board. Knowledge of Treasury Regulations and Instructions. Knowledge of 'registry Procedures. Good supervisory ability.

Vacancies – continued

Standard

Advertisement Applications  
Position No. and Designation Salary Scale(s) Location  
Number Close

Department of La – continued

Duties:- Supervise and control the work of the Office Services Section. Be responsible for the maintenance and security of all records of the Registrar General's Branch. Ensure efficient information retrieval from records, control access to confidential files. Supervise training of junior staff. Conduct audit checks throughout the Branch.

RG.38 Clerk Class 4 \$2705-2865 Port Moresby  
1603 7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Carry out first examination of all incoming documents relating to companies, business names and incorporated associations. Conduct searches and provide information to government departments and agencies and the public in relation to companies, business names and associations. Approve all applications for searches and copies of documents.

RG.40 Clerk Class 5 \$2705-2865 Port Moresby  
1604 7.2.75

Qualifications:- Satisfactory completion of Form 4 or the

Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Thorough knowledge of the Companies Act and Association Incorporations Act.

Ability to interpret instruments essential.

Duties:- Examination of the Memoranda and Articles of Associations of Companies, and the rules and constitutions of association. Make requisitions of companies and persons seeking registration. Supervise preparation of certificates of incorporation and registration and ensure maintenance of indexes.

RG.41 Clerk Class 4  
1605 7.2.75

\$2705-2865

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Experience in similar or allied work. Able to supervise and train junior staff as appropriate. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine and approve for registration documents relating to changes in foreign companies. Act as secretary to the Companies Auditors Board. Draft certificates of registration of foreign companies.

\*RG.43 Clerk Class  
1606 7.2.75

\$2705-2865

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Completion of Certificate, of Commerce or equivalent highly desirable. Sound knowledge of the Companies Act. Knowledge of business and commercial principles and practice. Ability to understand, interpret and analyse balance sheets and profit and loss accounts.



RG.55 Clerk Class 3  
1608 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including experience in similar or

allied work. Officers not holding these educational, qualifications but who have relevant

experience are also eligible and those who think they can do this work should apply.

Duties:- Conduct first examination of Titles documents produced at counter and through

the mail. Assume responsibility for the acceptance or rejection of such documents. Make

requisitions and advise lodging parties as necessary. Prepare worksheets and record times

of production of acceptable documents.

RG.42 Clerk Class 3  
1609 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including experience in similar or

allied work. Officers not holding these educational qualifications but who have relevant

experience are also eligible and those who think they can do this work should apply.

Duties: Examine and approve applications for registration of Business Names. Examine

and approve registration of changes in particulars of Registered Business Names. Make

requisitions, prepare and sign correspondence.

RG.36 Clerk Class 3  
1610 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or the possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Carry out and assist with outside inspections under the provisions of the Companies and Business Names Act. Check all publications for advertisements relating to securities or interests and for indications of unregistered businesses. Assist with the registration of business names and examination of simple company documents.

RC.31 Clerk Class 3  
1611 7.2.75

\$1930-2125

Port Moresby

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience preferably including experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine marriage documents and approve registration of marriages. Advise and make requisitions on celebrants in relation to marriage documentation. Search Supreme Court records for details of marriage dissolutions, note dissolutions in marriage registers and advise appropriate overseas authorities as necessary.

Vacancies -

continued

1 Advertisement	Applications	Standard
Designation Location		I Position No. and
Number	Close	Salary Scale(s)

Department of Law -

continued

RG.29 Clerk Class 3		\$1930-2125
Port Moresby	1612	7.2.74

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience, preferably including experience in similar or allied

work. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply.

Duties:- Examine information and approve registration of births. Make submissions regard-

ing alterations and corrections to birth registers. Handle enquiries from public on birth

registrations and assist persons to complete informations of birth.

RG.18 Clerk Class 2		\$1970-1930
Port Moresby	1613	7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience. Officers not holding these educational qual-

ifications but who have relevant experience are also eligible and those who think they can

do this work should apply.

Duties:- Collect, open and record particulars of all incoming mail account for all

monies and valuable documents received by mail. Classify and distribute all mail to action

sections. Be responsible for security of postage stamps and stamp requisition forms.

Despatch all out-going mail, maintain registers of postage stamps, telegrams and registered

mail.

RG.11 Clerk Class 3		\$1930-212f
Port Moresby	1614	7.2.75

Qualifications:- Satisfactory completion of form 4 or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Previous clerical experience, preferably including experience in similar or allied

work. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply.

Duties:- Maintain daily staff attendance records; ensure prompt advice of absences,

resdmpctions, commencements and resignations to appropriate authorities; channel all enquiries

on sta'E matters to appropriate authorities. Maintain accountable forms register, order and

issue accountable forms as necessary. Maintain adequate supplies and control issue of

expendable stores items.

RG.12 Clerk Class 3  
Port Moresby

1615

\$1930-2125  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate

or possession of such other educational qualifications as are acceptable to the Public Service

Board. Previous clerical experience, preferably including experience in similar or allied

work. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply.

Duties:- Attend all strong room counter enquiries; supply required information in respect

of all approved search applications. Supply files and other records as required to action

officers and classify all documents and other papers for filing. Supervise, control and train

subordinate staff. Ensure action complete in respect of all files before replacement in

records storage. Carry out a continuous check programme to discover and rectify errors in

records filing.

January, 1975  
Papua New Guinea Gazette

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Vacancies - continued

Advertisement position Number	Applications Position No. and Designation Close	Standard Salary Scale(s)	Location
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Department of Law - contLnued

R0.13 Moresby	'Clerk Class 2 1616	\$1670-1930 7.2.75	Port
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Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or

possession of such other educational qualifications as are acceptable to the Public Service

Board. Previous clerical experience. Officers not holding these educational qualifications

but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Compile, maintain and operate owners index of registered land. Compile,

maintain and operate parcels index of registered land. Compile, and maintain indexes of

final orders and tenure conversion orders. Carry out information retrieval for titles

action officers. Maintain files or completed titles work sheets.

RG.15 Moresby	Clerk Class 2 1617	\$1670-1930 7.2.75	Port
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Qualifications:- Satisfactory completion of Form 4 or the

Public Service Certificate, or possession of such other educational qualifications as are acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Enter particulars of all new registrations of births, deaths and marriages in Kalamazoo indexing system. Compile annual indexes of births, from registers for accuracy and completeness. Prepare Kalamazoo indexes for photographic copying and printing of permanent annual indexes.

RG.44 Clerk Class 2	\$1670-1930	Port
Moresby 1618	7.2.75	

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine and approve for filing in the Company's Register, documents relating to changes in particulars of companies. Examine and approve for filing annual returns of exempt proprietary companies. Make requisitions, prepare and sign correspondence.

RG.16 Clerk Class 2	\$1670-1930	Port
Moresby 1619	7.2.75	

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Enter particulars of all new registrations of births, deaths and marriages in Kalamazoo indexing system. Compile annual indexes of births, deaths and marriages under Kalamazoo system. Check Kalamazoo Annual indexes from registres for accuracy and completeness. Prepare Kalamazoo indexes for photographic copying and printing of permanent annual

indexes

RG.32 Clerk Class 2	\$1670-1930	Port
Moresby 1620	7.2.75	

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they "Tido this work should apply.

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January, 1975	

Vacancies - continued

Standard			
AdvertisementApplications	Position No. and Designation	Salary Scale(s)	Location
Close			Number

Department of Law - coained

Duties:- Process applications for birth, death and marriage certificates and extracts. Maintain files relevant to the issue of certificates and extracts. Ensure accuracy of all certificates and extracts. Affix signature stamp and seal to certificates or extracts where

the applicant is the subject or next of kin.

RG.45 Clerk Class 2                      \$1670-1930                      Port Moresby  
1621                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational

qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine and approve for filing in the Company's Register, documents relating to changes in particulars of companies. Examine and approve for filing annual returns of

exempt proprietary companies. Make requisitions, prepare and sign correspondence.

RG.52 Clerk Class 2                      \$1670-1930                      Port Moresby  
1622                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine simple dealings and prepare draft memorials. Arrange delivery of

titles and documents upon registration of dealings. Notify lodging parties of requisitions by card or letter. Maintain Power of Attorney Index books. Advise Lands Department of the

registration of leases and surrenders.

DEPARTMENT OF POSTS AND TELEGRAPHS

EC.139 Senior Telecom Technician \$2945-3105 As required  
1623 7.2.75

Officer Grade 1

Qualifications:- An approved diploma or certificate from a recognised college or

institution, or equivalent or such other educational qualifications and experience as may be acceptable to the Public Service Board. Wide experience in the appropriate telecommunications field. Proven supervising ability.

Duties:- Supervise the work of contractors engaged on the installation of complex H.F. and U.H.F. subscriber system, H.F. trunk line bearers and associated terminal carrier and control equipment and V.F.T. and error correcting equipment; prepare technical reports

on performance progress. Co-ordinate alignments and interconnection of interfacing equipment to ensure compatibility of new and existing installations; arrange and co-ordinate equipment cut-overs with Contract and Departmental installation staff. Carry out other duties as directed consistent with the above.

T.6A Senior Communication \$2190-2385 Port Moresby  
1624 7.2.75

Officer Grade 2

Qualifications:- Wide experience and sound knowledge of telecommunications operating

procedures. Ability to instruct staff.

January, 1975

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Papua New Guinea Gazette

Vacancies – continued

Position No. and Designation I  
Salary Scale(s)            Standard  
Location  
Advertisement Number  
Applications                Close

Department of Posts and Telegraphs – continued

Duties:- Conduct inspections of exchanges; take appropriate action to correct unsatisfactory features; report any matters which warrant a follow-up inspection by a Traffic Officer. Conduct inspection of P.B.X.'s and telex facilities at customers' premises and instruct management, operators and staff in the correct operation of this equipment. Maintain effective liaison between exchange staffs and the Department concerning the welfare of exchange operators. Carry out other duties as directed, consistent with the above.

F.65 Clerk Class 3  
\$1930-2125  
Port Moresby  
1625  
7.2.75

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- As directed, provide administrative assistance to the executive staff and other Branches. Maintain records, graphs, charts, statistics and other similar data. Maintain Branch Records. Arrange travel itineraries, make bookings, issue warrants and arrange payments of claims. Carry out such other duties as directed consistent with the above.

IT. 8 Clerk Class 2  
\$1670-1930  
Port Moresby  
1626  
7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Examine as directed applications for licences to operate radio communication stations and services; in particular:- Check applications for completion of required details and prepare correspondence to obtain omitted data and answer queries. Check applications for compliance with approved institutions, guide-line material, relevant ordinances and regulations. Prepare reports on correspondence on decisions for granting and rejecting applications as determined. Issue, replace and cancel licences as directed. Carry out other duties as directed consistent with the above.

GW.178,179 Lines  
\$1410-1540  
As required  
1627  
7.2.75

GW.181-192 Assistant Grade 2  
(14 positions)

Qualifications:- Qualified as Lines Assistant Grade 1. Sound experience and as appropriate to the duties. Completion of training courses in either cable work or rigging and demonstrated competence in the range of functions.

Duties:- Under limited supervision:- Undertake in accordance with standing instructions any or a combination of any of the following duties:- Joint, cut and seal cables (except for co-axial types). Build chases, pit and manholes in site; lay and joint pipes and conduits; erect staying on bridges; reinstate concrete footpaths, kerbs and gutters; install drains; trim and bone levels; and operate mechanical

equipment used for this work such as  
ditching machines, tractors, borers and cement mixers.  
Supervise small parties of Lines  
Assistants Grade 1 and labourers and act as second-in-  
charge to a party leader where work  
is consistent with duties of Lines Assistants. Drive  
motor vehicle. Carry out other duties  
as directed consistent with the above.

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January, 1975

Vacancies - continued

Position No. and Designation	Standard	Location	
Advertisement Applications	Salary Scale s		Number
Close			

DEPARTMENT OF THE PUBLIC SERVICE BOARD

46 Staff Development 7.2.75	\$3185-3365	Port Moresby	1628
Officer			

Qualifications:- Satisfactory completion of Form 6, or the  
Public Service Higher

Certificate or possession of such other educational qualifications  
as may be acceptable to

the Public Service Board.

Duties:- Analyse staff training needs; make recommendations;  
evaluate the effectiveness

of training courses; formulate and implement training proposals for  
staff of the Department.

Plan and conduct training courses; prepare associated manuals and materials. Assist in

oversighting the implementation of approved localisation policies, and programmes and co-

ordinate aspects of Departmental localisation where more than one functional area is involved.

Maintain liaison with Branch Heads, the Public Service Board and other interested bodies.

Act as Secretary to the Departmental Localisation Committee; prepare and distribute agenda,

minutes and working papers. Take follow up action on matters where necessary. Maintain

records peculiar to the needs of the Localisation Committee. Carry out other duties as

directed consistent with the above.

BMS.11 Training Officer    \$3185-3365                    Port Moresby                    1629  
7.2.75

Grade 3

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Extensive experience in all aspects of computerisation of departmental

payrolls. Experience in staff work and salary calculating. Ability to liaise with

departmental staff. Proven ability to plan and implement training programmes.

Duties:- Develop, organise, and oversight the Management of training programmes and

formal courses for all Public Service personnel involved in

personnel and computer payroll

functions. Conduct courses sessions as appropriate. Prepare syllabi for formal courses

in personnel and computer payroll procedures. Direct the activities of subordinate staff

involved in personnel and computer payroll training. Assess, revise and up-date training

procedures, training methods, and course content. Liaise with Administrative staff in

Departments on training needs of staff engaged in personnel and computer payroll functions.

Ensure adequate skills and training knowledge are possessed by training officers involved

in personnel and computer payroll training. Organise and supervise reporting systems on

individual trainees.

BMS.10 Training Officer \$2705-2865 Port Moresby 1630  
7.2.75

Grade 2

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Experience in all aspects of computerisation of departmental payrolls.

Experience in Staff Work and Salary Calculation. Ability to liaise with Departmental staff.

Ability to implement training programmes.

Duties:- Organise and conduct formal courses and on-the-job training programmes in

personnel and computer payroll functions. Assist with the

preparation of syllabi for formal

courses on personnel and computer payroll functions. Prepare training material for use in

training courses on personnel and computer payroll functions. Advise departmental

administrative staff re on-the-job experience for trainees. Evaluate and report on trainees

progress and performance.

BMS.9 Training Officer      \$2255-2465      Port Moresby      1631  
7.2.75

Grade 1

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Experience in computerisation of departmental payrolls desirable. Experience in staff

work and salary calculating. Ability to liaise with Departmental staff. Potential to assist

with implementation of training programmes.

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Vacancies - continued

Standard

Advertisement Applications

position No. and Designation Salary Scale(s), Location

Number

Close

Department of the Public Service Board -  
continued

Duties:- Understudy senior Training staff in the conduct of formal and on-the-job

training of Public Service Personnel involved in personnel and computer payroll functions.

Assist in the preparation of training material for use in formal courses on personnel and

computer payroll procedures. Assist in the conduct of formal and on-the-job training

programmes in personnel and computer payroll procedures.

206 Training Officer 7.2.75	\$2255-2465	Rabaul	1632
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Grade 1

Qualifications:- Satisfactory completion of Form 6, or the Public Service Higher

Certificate or possession of such other educational qualifications as may be acceptable to

the Public Service Board.

Duties:- Assist in all aspects of the promotion and development of training and the

development of local and overseas staff in the region. Assist in the development and conduct

of training courses to meet established needs, particularly in the clerical/administrative

area e.g. orientation and induction, registry procedures, stores procedures, correspondence,

accounts and financial procedures. Provide career and study guidance for local staff.

Prepare training documents and routine correspondence.

S.8 Clerk Class 3 7.2.75	\$1930-2125	Port Moresby	1633
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public Service

Board. Officers not holding these educational qualifications but who have relevant experience

are also eligible and those who think they can do this work should apply. Previous clerical

experience, preferably including some experience in similar or allied work.

Duties:- Receive and record all applications submitted by Departments for the advertising

of vacant positions. Check with Establishments Branch concerning accuracy of information

supplied, correctness of Duty Statements, etc. Obtain approval from Establishments and

Recruitment Branches to advertise vacancies. Collate gazettal advices and submit to the

Government Printer, follow up and liaise with the Government Printer. Prepare gazette

notices for all Section 44 and 49A-F promotions or transfers following decisions by the

Selection Committees and Public Service Board. Perform other duties consistent with the above.

8.11 Clerk Class 2                      \$1670-1865                      Port Moresby                      1634  
7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate,

or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Officers not holding these educational qualifications but who have relevant

experience are also eligible and those who think they can do this work should apply. Experience

in similar or allied work.

Duties:- Receive applications, scrutinise to identify vacancy applied for. Ensure three copies of application received in respect of each advertisement applied for. Sort into

advertisement number order and associate with appropriate file. Record relevant particulars

on Progress Form SB.5. Extract individual personal cards and associate file. Refer

unidentified applications to O.I.C. Section for decision and take appropriate action as

directed. Assist as required with acknowledgement advices to applicants. Carry out other

duties as required.

S9 Clerical Assistant 7.2.75	\$1670-1800	Port Moresby	1635
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Grade 3

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Officers not holding these educational qualifications but who have relevant

experience are also eligible and those who think they can do this work should apply. Qualified

for appointment as Clerical Assistant.

Standard

Advertisement Applications  
Position No. and Designation Salary Scale(s) I Location  
Number Close

Department of the Public Service Board -  
continued

Duties:- Prepare and maintain Master Register. Record all advertisements advertised

as a result of applications by Departments. Record on master register, the following Section

44 and 49A-F actions:- Selection Committee decisions; Selection Committee recommendations;

Public Service Board decisions; Committee of Review decisions.

Undertake such other duties

consistent with the above.

Administrative College

AC.130 Clerk Class 10 \$6445-6675 Port Moresby  
1635A 7.2.75  
(Assistant Principal)

Qualifications:- Satisfactory completion of Form 6 or the Public Service Higher

Certificate or possession of such other educational qualifications as may be acceptable to the

Public Service Board. Tertiary qualifications desirable.

Administrative ability of a high

order. Experience in a responsible management position.

Duties:- Undertake, on behalf of the Principal, the non-academic management of the Administrative College.

AG.2 Senior Lecturer \$4705-5985 Port Moresby  
1636 7.2.75  
(Library Studies)

Qualifications:- Appropriate Diploma or University degree or equivalent, and successful

completion of Stage 2 of the Public Service Library Training

Course, or such other education-  
al qualifications as may be acceptable to the Public Service  
Board. Some experience relevant  
to the duties.

Duties:- Manage and control the work of the Library Studies  
Section or a particular  
programme within the Section. Teach Administrative College  
courses. Plan and design teaching  
programmes in library studies or subjects within this area. Assist  
the Principal Lecturer  
in providing professional guidance to develop staff within the  
Section. Prepare and mark  
examinations and other forms of assessment for Administrative  
College Courses. Counsel  
and guide students.

AR.3 Lecturer Library \$3185-4085 Port Moresby  
1637 7.2.75

(Technical Services)

Qualifications:- Appropriate Diploma or University degree or  
equivalent, and successful

completion of Stage 2 of the Public Service Library Training  
Course or such other education-  
al qualifications as may be acceptable to the Public Service  
Board. Some experience relevant  
to the duties.

Duties:- Manage and control the Technical Services area of the  
Administrative College

Library. Assist Staff and students in the use of library material  
for teaching programmes.

Assist the Senior Lecturer in providing professional guidance to  
develop staff within the  
area of Technical Services. Assist in the selection of library  
material. Conduct and  
report on research in library services.

AG.5,6 Lecturer \$3185-4085 Port Moresby  
1638 7.2.75

(2 positions)

Qualifications:- Appropriate Diploma or University degree or

equivalent, and successful completion of stage 2 of the Public Service Library Training Course, or such other educational qualifications as may be acceptable to the Public Service Board. Some experience

relevant to the duties.

Duties:- Teach Administrative College courses. Plan and design teaching programmes in library studies or subjects within this area. Prepare and mark examinations and other forms of assessment for Administrative College Courses. Conduct and report on research

in relevant disciplines.

AA.20-23 Lecturer 1639	7.2.75	\$3185-4085	Port Moresby
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(4 positions)

Qualifications:- Appropriate Diploma or University degree would be in the broad subject

areas of Administration, Government, Politics, Economics, Finance or Accountancy, or such other educational qualifications as may be acceptable to the Public Service Board. Some experience relevant to the duties.

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Vacancies - continued

Position No. and Designation	Standard Salary Scale(s)	Location	Number
Advertisement Applications			
Close			

Department of the Public Service Board - continued

Administrative College - continued

Duties:- Teach Administrative College Courses. Plan and design teaching programmes in

administrative studies or subjects within this area. Prepare and mark examination and other forms of assessment for Administrative College courses. Participate in extra curricula activities for students. Conduct and report on research in relevant disciplines. Counsel and guide students.

#### DEPARTMENT OF PUBLIC WORKS

A.14 Architect Class 3 \$5295-5525 Port Moresby 1640  
7.2.75

\*A.16 (2 positions)

Qualifications:- Appropriate University Degree with major studies in appropriate

subjects, or equivalent, or possession of such other educational qualifications as may be

acceptable to the Public Service Board.

Duties:- Carry out the duties of senior Architect (South). Supervise and co-ordinate the design and inspection work of a Branch Team including: The preparation of design

drawings and working drawings for the Works Programme. Drafting work and technical investigations. Preparation of Bill of Quantity and specifications. Inspections. Preparation and collection of reports.

RQ.P 1 Works Supervisor \$2705-2865 Rabaul 1641  
7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades experience together with considerable trades supervisory experience suitable for co-ordination and control of multi-disciplined trades activities.

Duties:- Carry out the duties of fixed Plant Supervisor. Control throughout the East New Britain Region maintenance and minor installation aspects of plant and structures of

fixed type necessitating co-ordination and supervision of multi-disciplined trades activities in a situation where overall supervisory responsibilities are of average complexity. Provide managerial support to the District Manager; determine field resources requirements, set priorities and ensure resources availability as programmed for continuity of both

departmental and contractor works: direct more important works, co-ordinate multi-disciplined projects and ensure harmonious interworking arrangements by trades specialists; undertake inspections, investigations, and analyses of activities on aspects such as productivity, Performance, accidents, resources utilisation, house-keeping standards, fire and security arrangements, client satisfaction; arrange remedial action as required. Undertake physical

work tasks as supervisory responsibilities permit or in critical situations.

QQ.P4 Works Supervisor \$2705-2865 Port Moresby 1642  
7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant experience to the trades specialisation together with demonstrated ability to control staff and a

programme of work.

Duties:- Carry out the duties of Foreman (Welding and Fabrication). Take charge of the welding and fabrication primary trades specialisation for the Central District where supervisory responsibility (contract and staff) and the volume and range of plant are of above average size and complexity; in particular; control resources allocated and programme work accordingly; estimate material and labour requirements for individual projects,

authorise/prepare material requisitions and ensure correct delivery to projects. Instigate

Board of Survey action on obsolete, uneconomical plant. Carry out other duties as directed,

consistent with the above.

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Vacancies - continued

Position No. and Designation Standard	Location	
Advertisement Applications		
Close	Salary Scale(s)	Number

Department of Public Works - continued

VQ.P1 Works Supervisor 7.2.75	\$2705-2865	Lae	1643
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Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades experience together with considerable trades supervisory experience suitable for co-ordination and control of multi-disciplined trades activities.

Duties:- Carry out the duties of fixed plant supervisor. Control throughout the Morobe District Maintenance and minor installation aspects of plant and structures of a fixed type necessitating co-ordination and supervision of multi-disciplined trades activities in a situation where overall supervisory responsibilities are of average complexity. Provide managerial support to the District Manager. Determine field resources requirement, set priorities and ensure resources availability as programme for continuity of both departmental and contractor works; direct more important works, co-ordinate multi-disciplined projects and ensure harmonious interworking arrangements by trades specialists; undertake inspections,

investigations and analyses of activities on aspects. Develop and oversight on-the-job training and staff development programmes; provide reports, statistics, etc. Carry out other duties as directed, consistent with the above.

VR.P1 Works Supervisor \$2705-2865 Goroka 1644  
7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades experience together with considerable trades supervisory experience suitable for co-ordination and control of multi-disciplined trades activities.

Duties:- Carry out the duties of fixed plant supervisor; within broad guidelines:  
Control throughout the Eastern Highlands District maintenance and minor installation aspects of plant and structures of a fixed type necessitating co-ordinations and supervision of multi-disciplined trades activities in a situation where overall supervisory responsibilities.  
Provide managerial support to the District Manager; determine field resources requirements, set priorities and ensure resources availability as programmed for continuity of both departmental and contractor works; direct more important works, co-ordinate multi-disciplined projects and ensure harmonious interworking arrangements by trades specialists; undertake inspections, investigations and analyses of activities on aspects, develop and oversight on-the-job training and staff development programmes; provide reports, statistics, etc. to management as directed. Undertake physical work tasks as supervisory responsibilities permit or in critical situations.

RT.P1 Works Supervisor \$2705-2865 Kieta 1645  
7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades experience together with considerable trades supervisory experience suitable for co-ordination and control of multi-disciplined trades activities.

Duties:- Within broad guidelines: Control throughout the Bougainville District maintenance and minor installation aspects of plant and structures of a fixed type necessitating co-ordination and supervision of multi-disciplined trades activities. Provide managerial support to the District Manager; determine field resources requirements, set priorities and ensure resources availability as programmed for continuity of both departmental and contractor works; direct more important works, co-ordinate multi-disciplined projects and ensure harmonious interworking arrangements by trades specialists; undertake inspections and analyses of activities on aspects. Develop and oversight on-the-job training and staff development programmes; provide reports, statistics etc. Undertake physical work tasks as supervisory responsibilities permit or in critical situations. Carry out other duties as directed consistent with the above.

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Vacancies - continued

Position No. and Designation Location	Advertisement Close	Standard Applications 1 Salary Scale(s)
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continued

Department of Public Works -

LG.43 Draftsman Grade 2 Port Moresby	1646	\$2465-2625 7.2.75
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Qualifications:- Draftsman Grade 2.  
Qualified as Draftsman

Grade 1. Drafting experience and ability, to undertake drafting work of some complexity

without constant supervision and involving initiative and judgement in the application of

established principles.

Duties:- Carry out the duties of draftsman Local Government. Prepare architectural

working drawing and detail drawings. To carry out minor inspections and advise the Local

Government Councils regarding methods of construction. Impart personal skills to

Technical assistants under training with the section. Carry out duties as directed,

consistent with the above.

VQ.P8 Technical Officer

Grade 2		\$2465-2625
Lae	1647	7.2.75

Qualifications:- Locations Wide experience in the installation, operation and

maintenance water supply and Sewerage essential. Sound knowledge of steam operating plants

desirable. Ability to supervise staff. Qualified foreman approved certificate from a

technical college or such technical educational qualifications acceptable to the Board.

Duties:- Carry out the duties of Technical Officer Grade 2. Undertake the operation

and maintenance of water supply and sewerage systems. Direct and control the installation

of any additions to sewerage and water supply systems. Control the treatment of water

supplies with appropriate additives. Undertake weekly bacterial testing of sewerage

effluent and prepare reports. Direct and control the steam generating plant and reticulation

system at major hospitals in area. Undertake all planned maintenance and inspections of

water supply, sewerage and steam systems. Supervision of subordinate staff.

VQ.P6 Foreman Artisan  
Lae

1648

\$2190-2385  
7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades

experience with some trades supervisory experience suitable for control of staff and a

programme of work.

Duties:- Carry out the duties of Foreman Morobe Hospital plus duties 1 and 2.

Under limited direction: Take charge of a multi-disciplined trades task force responsible

for the maintenance of plant and facilities at the Morobe Hospital where supervisory res-

ponsibilities (contract and staff) and the range and volume of plant are of average complexity

and size; in particular: Control resources allocated and programme work accordingly; set

work standards and objectives, allocate work, direct staff and activities, make inspections

and evaluate results to ensure satisfactory workmanship carry out staff supervisory tasks

organise and supervise contract work and certify satisfactory completion of works as

appropriate; completion of work as appropriate; instigate Board of Survey action on uneconom-

ical equipment etc.; organise and oversight training of assistants and apprentices and on-the-

job development of all staff. Carry out other duties as directed, consistent with the above.

QQ.P.6 Foreman Artisan Grade 1  
Port Moresby 1649

\$2190-2385  
7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2).  
Extensive relevant trades

experience together with some trades supervisory experience suitable to the position.

Duties:-. Carry out the duties of Assistant. Foreman. Under general direction: Assist

the Foreman for the Central District by accepting as directed a segment of his supervisory

responsibilities in a situation where overall supervisory responsibilities:

Control resources allocated and programme work assignments accordingly; including estimation

of material and labour requirements for individual jobs; allocate work, direct staff and

activities, make inspections evaluate results to ensure satisfactory

workmanship; carry out

Staff supervision tasks; Oversight and train apprentices and assistants and provide effective

On-the-job development for all staff; organise and supervise contract work.

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Vacancies - continued

Position No. and Designation Standard (Advertisement Applications)	Salary Scale(s)	Location	Number
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Close

Department of Public Works - continued

RT.P5 Foreman Artisan 7.2.75	\$2190-2385	Kieta	1650
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Grade 1

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades

experience together with trades supervisory experience suitable for control of staff and a programme of work.

Duties:- Carry out the duties of Foreman (Air Conditioners and Refrigeration). Take charge of the air conditioning and refrigeration primary trades specialisation for the East New Britain District where supervisory responsibility (contract and staff) and the

volume and range of plant are of average size and complexity.  
Instigate Board of Survey action  
on obsolete, uneconomical plant, etc.

L.G.47 Foreman Artisan \$2190-2385 As required 1651  
7.2.75  
Grade 1

Qualifications:- Qualified as an Artisan  
Grade 2. Experience  
as a Foreman on building construction work desirable. Ability to  
carry out the estimation  
and costing of materials and labour and the preparation of basic  
construction records.  
Ability to supervise technical construction staff effectively.

Duties:- Direct, supervise and control all Artisan staff  
allocated to projects under  
his control. Estimate materials and labour for projects. Provide  
technical assistance to  
Local Government Councils. Help train local Government Employees.  
Prepare material  
requisitions for projects and check supplies when delivered. Other  
duties as directed

including inspections and the preparation of reports on Council  
projects.

WR.P1 Foreman Artisan \$2190-2385 Mendi 1652  
7.2.75

Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2).  
Extensive relevant trades  
experience together with trades supervisory experience suitable for  
co-ordinations and control  
of multi-disciplined trades activities.

Duties:- Carry out the duties of Fixed Plant Supervisor. Within  
broad guidelines: Contra;  
throughout the Southern Highlands District maintenance and minor  
installation aspects of plant

and structures of a fixed type necessitating co-ordination and supervision of multi-disciplined trades activities in a situation where overall supervisory responsibilities are of below average complexity; in particular: provide managerial support to the District Manager; direct field resources requirements, set priorities and ensure resources availability as programmed

for continuity of both departmental and contractor works; direct more important works, co-ordinate multi-disciplined projects and ensure harmonious interworking arrangements by trades specialists. Perform other duties consistent with the above.

VR.P2 Foreman Artisan      \$2190-2385      Goroka      1653  
7.2.75

Grade 1

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Qualified as Tradesman (Artisan Grade 2). Extensive relevant experience with some trades supervisory experience suitable for control of staff and a programme of work.

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Vacancies - continued

Standard  
Advertisement Applications  
Position No. and Designation      Salary Scale(s)      Location  
Number      Close

Department of Public Works - continued

Duties:- Take charge of a multi-disciplined trades task force responsible for the maintenance of plant and facilities at the Goroka Hospital where supervisory responsibilities

(contract and staff) and the range and volume of plant are of average complexity and size;  
 in particular:- Control resources allocated and programme work accordingly. Set work standards and objectives, allocate work, direct staff and activities, make inspections and evaluate results, carry out staff supervisory tasks. Organise and supervise contract work and certify satisfactory completion of work as appropriate; instigate Board of Survey action on uneconomical equipment etc. Organise and oversight training of assistants and supervise trades staff undertaking such maintenance tasks. Carry out other duties as directed, consistent with the above.

VQ.P3 Technical Officer      \$2190-2385      Lae  
 1654      7.2.75  
             Grade 1

Qualifications:- An approved certificate of a recognised college, or equivalent, or six years relevant experience plus the successful completion of an eligibility test; as approved by the Board. Wide experience in operation and maintenance of relevant plant with ability to schedule and carry out a preventative maintenance programme. Ability to weld and operate light machine tools desirable.

Duties:- Carry out the duties of Foreman (Abattoirs). Under limited direction:- Take charge of the operation and maintenance of all mechanical and associated equipment at Lae Abattoirs, e.g.:- boilers, water treatment units, compressors, refrigeration equipment, pneumatic and electrical hoists, conveyors and runways. Supervise staff allocated.

RQ.P4 Foreman Artisan      \$2190-2385      Rabaul  
 1655      7.2.75  
             Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant experience to the trades specialisation together with demonstrated ability to control staff and a programme of work.



Duties:- Carry out the duties of fixed Plant Supervisor. Within broad guidelines:  
 Control throughout the Northern District maintenance and minor installation aspects of plant and structures of a fixed type necessitating co-ordination and supervision of multi-disciplined trades activities (e.g. fitting and turning, electrical, refrigeration, plumbing, welding specialisations) in a situation where overall supervisor responsibilities. Provide managerial support to the District Manager; determine field resources availability as programmed for continuity of both departmental and contractor works; direct more important works, co-ordinate multi-disciplined projects and ensure harmonious interworking arrangements by trades specialists; undertake inspections, investigations and analyses of activities on aspects. Development and oversight on-the-job training and staff development programmes; provide reports, statistics, etc. to management as directed. Undertake physical work tasks as supervisory responsibilities permit or in critical situations.

LG.54 Foreman Artisan	\$2190-2385	As required
1657 7.2.75		

Grade 1

Qualifications:- PSB 5/22/17 - 30/7/73. Qualified as an Artisan Grade 2. Experience as a Foreman on building construction work desirable. Ability to carry out the estimation and costing of materials and labour and the preparation of basic construction records. Ability to supervise technical construction staff effectively. Ability in acceptable variety of Building Trades.

Duties:- Carry out the duties of Foreman Bricklayer. Direct, supervise and control all artisan staff allocated to projects under his control. Estimate materials and labour for projects. Provide technical assistance to Local Government Councils. Help train Local Government employees. Prepare material requisitions for projects and check supplies when delivered.

RQ.P2 Foreman Artisan                      \$2190-2385                      Rabaul  
1658                      7.2.75  
Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2).  
Extensive relevant experience  
with some trade supervisory experience suitable for the control of  
staff and programme of  
work.

Duties:- Carry out the duties of Foreman (Electrical). Under  
limited direction:- Take  
charge of a trades tasks-force responsible for the maintenance and  
minor installation of  
electrical fittings and electrical aspects of fixed plant from the  
supply point throughout  
East New Britain District where supervisory tasks. Control  
resources allocated and programme  
work accordingly, including estimation of material and labour for  
individual jobs. Set

work standards and objectives, allocate work, direct staff and  
activities, make inspections  
and evaluate results to ensure satisfactory workmanship. Carry out  
staff supervisory tasks.  
Organise and supervise contract work, inspect or direct inspection  
of work and sample check  
of service calls. Oversight training of apprentices and assistants  
and ensure effective  
on-the-job development of all staff. Undertake trades tasks as  
supervisory responsibilities  
permit.

RR.P1 Foreman Artisan                      \$2190-2385                      Kavieng  
1659                      7.2.75  
Grade 1

Qualifications:- Qualified as tradesman (Artisan Grade 2).  
Extensive relevant trades

experience together with trades supervisory experience suitable for  
co-ordination and  
control of multi-disciplined trades activities.

Duties:- Carry out the duties of fixed Plant Supervisor.  
Within broad guidelines:

Control throughout the New Ireland District maintenance and minor  
installation aspects of

plant and structures of a fixed type necessitating co-ordination and supervision of multi-disciplined trades activities, in a situation where overall supervisory responsibilities are of below average complexity; in particular: provide managerial, support to the District Manager; determine field resources requirements, set priorities and ensure resources availability as programmed for continuity of both departmental and contractor works; direct more important works, co-ordinate multi-disciplined projects and ensure harmonious inter-working arrangements by trades specialists; undertake inspections, investigations and snails of activities on aspects. Develop and oversight on-the-job training and staff development programmes; provide reports, statistics, etc. to management as directed. Undertake physical work tasks as supervisory responsibilities permit or in critical situations.

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Vacancies - continued

Advertisement Position No. Number	Applications and Designation Close	Standard Salary Scale(s)	Location
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Department of Public Works - continued

RT.P2 Foreman Artisan 1660	7.2.75 Grade 1	\$2190-2385	Kieta
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Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades experience with some trade supervisory experience suitable for the control of staff and a programme of work.

Duties:- Carry out the duties of Foreman (Electrical). Under limited direction:- Take charge of a trades task-force responsible for the maintenance and

minor installation of electrical fittings and electrical aspects of fixed plant from the supply point (e.g. wiring,

switching, and control gear incorporating solenoid valves auto trips, micro, thermal and time switches) throughout Bougainville District where supervisory tasks. Set work standards and objectives, allocate work, direct staff and activities. Perform other duties as directed

consistent with the above.

VQ.P2 Foreman Artisan                      \$2190-2385                      Lae  
1661                      7.2.75  
Grade 1

Qualifications:- Qualified as Tradesman Artisan Grade 2.  
Extensive relevant trades

experience with some trade supervisory experience suitable for the control of staff and programme of work.

Duties:- Carry out the duties of Foreman (Electrical). Under limited direction:-

Take charge of a trades task-force responsible for the maintenance and minor installation of electrical fittings and electrical aspects of fixed plant from the supply point (e.g. wiring, switching and control gear incorporating solenoid valves auto trips, micro' thermal and time switches) throughout Morobe District where supervisory tasks (Contract and Staff) and the range and volume of plant are of average complexity and size in particular: Under-

take trades tasks as supervisory responsibilities permit.

QQ.P.7 Foreman Artisan                      \$2190-2385                      Port Moresby  
1662                      7.2.75  
Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2).  
Extensive relevant experience to the trade specialisation together with demonstrated ability to control staff and

a programme of work.

Duties:- Carry out the duties of Foreman (Washing Machine) under limited direction: Take charge of a trades task force (contract and staff) responsible for the maintenance of washing machines throughout the Central District where equipment range is small but volume is large; in particular: control resources allocated and programme work accordingly including estimation

of material and labour requirements for job allocated; set work standards and objectives, allocate work, direct staff and activities and evaluate results to ensure satisfactory workmanship. Perform other duties as directed consistent with the above.

WQ.P2 Foreman Artisan 1663	7.2.75	\$2190-2385	Mt. Hagen
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Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant trades experience with some trade supervisory experience suitable for the control of staff and a

programme of work.

Duties:- Carry out the duties of Foreman. Take charge of a trades task-force responsible for the maintenance and minor installation of electrical fittings and electrical aspects of fixed plant from the supply point throughout Western Highlands District where supervisory tasks

and the range and volume of plant are of average complexity and size in particular:-

Control resources allocated and programme work accordingly, including estimation of material and labour for individual jobs. Set work standards and objectives, allocate work, direct

staff and activities, make inspections and evaluate results to ensure satisfactory workman-

ship. Carry out staff supervisory tasks. Organise and supervise contract work. Oversight

training of apprentices and assistants and ensure effective on-the-job development of all staff. Undertake trades tasks as supervisory responsibilities permit. Carry out other duties as directed consistent with the above.

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Vacancies - continued

Position No. and Designation Advertisement	Applications Close	Standard Salary Scale(s)	Location
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Department of Public Works -  
continued

RQ.P6 Foreman Artisan Rabaul	1664	\$2190-2385 7.2.75	
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Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2).  
Extensive relevant trades

experience with some trades supervisory experience suitable for control of staff and programme of work.

Duties:- Carry out the duties of Foreman (Nonga Hospital).  
Under limited direction:

Take charge of a multi-disciplined trades task force responsible for the maintenance of plant and facilities (e.g. steam generation and transmission, kitchen, laundry, water supply

sewerage, power plant and equipment) at the Nonga Hospital where supervisory responsibilities

(contract and staff) and the range and volume of plant are of average complexity and size;

in particular:- control resources allocated and programme work

accordingly; set work standards and objectives, allocate work, direct staff and activities, make inspections and evaluate results to ensure satisfactory workmanship; carry out staff supervisory tasks. Oversight and report on hospital architectural maintenance and supervise trades staff undertaking such maintenance tasks. Other duties consistent with the above.

VQ.P7 Foreman Artisan 1665	7.2.75	\$2190-2385	Lae
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Grade 1

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Extensive relevant experience to the trade specialisation together with demonstrated ability to control staff and a programme of work.

Duties:- Carry out the duties of Foreman (Washing Machines). Under limited direction: Take charge of a trades task force (contract and staff) responsible for the maintenance of washing machines throughout the Morobe District where equipment range is small but volume is large; in particular: Control resources allocated and programme work accordingly, including estimation of material and labour requirements for job allocated. Set work standards and objectives, allocate work, direct staff and activities and evaluate results to ensure satisfactory workmanship; carry out staff supervisory tasks. Undertake trades tasks as supervisory responsibilities permits. Perform such other duties consistent with the above.

WQ.P4 Senior Artisan Hagen	1666	\$1995-2125 7.2.75	Mt.
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Qualifications:- Qualified as Tradesman (Artisan Grade 2). Considerable relevant trades experience together with supervisory ability to control staff and a programme of work.

Duties:- Carry out the duties of Foreman (welding and

fabrication). Under limited direction:- Take charge of the welding and fabrication primary trades specialisation for the Western Highlands District where supervisory responsibility. Control resources allocated and programme work accordingly; estimate material and labour requirements for individual projects, authorise/prepare material requisitions and ensure correct deliver to projects. Organise and oversight the training of trades assistants and apprentices and ensure effective on-the-job development of all staff. Organise and supervise contract work.; inspect or direct inspection of work performed including sample checking of contracted service calls; and certify satisfactory completion of work or contracts as appropriate. Undertake physical trades tasks as supervisory workload permits.

WR.P2 Senior Artisan 1667	7.2.75	\$1995-2125	Mendi
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Qualifications:- Qualified as Tradesman (Artisan Grade 2). Considerable relevant trades experience with trade supervisory potential suitable for the control of staff and a programme of work.

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Vacancies - continued

Standard

Advertisement Applications		
Position No. Number	and Designation Close	Salary Scale(s) Location

Department of Public Works - continued.

Duties:- Carry out the duties of Foreman (electrical). Under limited directions:-

Take charge of a trades task-force responsible for the maintenance and minor installation of

electrical fittings and electrical aspects of fixed plant from the supply point throughout the Southern Highlands District where supervisory tasks. Control resources allocated and programme work accordingly, including estimation of material and labour for individual

jobs. Set work standards and objectives, allocate work, direct staff and activities, make

inspections and evaluate results to ensure satisfactory workmanship; carry out staff supervisory tasks. Organise and supervise contract work; inspect or direct inspection of work and sample check of service calls. Oversight training of apprentices and assistants and ensure effective on-the-job development of all staff. Undertake trade tasks as supervisory

responsibilities permit.

WR.P.4 Senior Artisan 1668	7.2.75	\$1995-2125	Mendi
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Qualifications:- Qualified as Tradesman (Artisan Grade 2). Considerable relevant

trades experience together with supervisory ability to control staff and programme of work.

Duties:- Under limited direction:- Take charge of the welding and fabrication primary

trades specialisation for the Southern Highlands District where supervisory responsibility. Control resources allocated and programme work accordingly; estimate material and labour requirements for individual projects authorise/prepare material requisition and ensure correct delivery to projects. Set work standards and objectives, allocate work, direct

staff and activities and evaluate results to ensure satisfactory workmanship; carry out individual inspections including maintenance inspections and take action accordingly; Organise and oversight the training of trades assistants and apprentices and ensure effective on-the-job development of all staff; Organise and supervise contract work; inspect or direct inspection of work performed including sample checking of contracted

service calls. Undertake physical trades tasks as supervisory workload permits. Carry out other duties as directed, consistent with the above.

UQ,P5 Senior Artisan                      \$1995-2125                      Mt. Hagen  
1669                      7.2.75

Qualifications:- Qualified as Tradesman (Artisan Grade 2). Considerable relevant trades experience together with trades supervisory potential suitable for control of staff and a programme of work.

Duties:- Carry out the duties of air conditioning and refrigeration Fore an. Take charge of the air conditioning and refrigeration primary trades specialisation for the Western Highlands District where supervisory responsibility (contract and staff). Control resources allocated and programme work accordingly: estimate material and labour requirements for indiv-

idual projects, authorise/prepare material requisitions and ensure correct delivery to projects. Carry out staff supervision tasks as necessary. Organise and oversight the training of trades assistants and apprentices and ensure effective on-the-job development of all staff. Organise and supervise contract work according to instructions; inspect or direct

inspection of work performed. Undertake physical trades tasks as supervisory load permits.

VT.P2 Senior Artisan                      \$1995-2125                      Popondetta  
1670                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Qualified as Tradesman (Artisan Grade 2). Considerable relevant trades

experience together with supervisory ability to control staff and a programme of work.

Vacancies - continued

Position No. and Designation	Standard	Location	
Advertisement Applications	Salary Scale(s)		Number

Close

Department of Public Works - continued

Duties:- Carry out the duties of Foreman (Welding and Fabrication). Under limited direction:- Take charge of the welding and fabrication primary trades specification for the Northern District where supervisory responsibility (contract and staff) and the volume and range of plant are of below average size and complexity. Control resources allocated and programme work accordingly; estimate material and labour requirements for individual projects, authorise/prepare material requisitions and ensure correct delivery to projects. Or arise and supervise contract work; inspect or direct inspection of work performed including sample checking of contracted service calls and certify satisfactory completion of work or contracts as appropriate. Undertake physical trades tasks as supervisory workload permits.

RQ.P7 Senior Artisan 7.2.75	\$1995-2125	Rabaul	1671
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Qualifications:- Qualified as Tradesman (Artisan Grade 2). Considerable relevant trades experience with trade supervisory potential to control staff and a programme of work.

Duties:- Carry out the duties of Foreman (Washing Machine). Under limited direction:- Take charge of a trades force (contract and staff) responsible for the maintenance of washing

machines throughout the East New Britain District where equipment range and volume is small; in particular:- control resources allocated and programme work accordingly. including estimation of material and labour requirements for jobs allocated. Set works standards and objectives, allocate work, direct staff and activities, and evaluate results to ensure satisfactory workmanships, make inspections and take follow-up action as necessary to ensure satisfactory workmanhsip. Carry out staff supervisory tasks. Perform such other duties consistent with the above.

MP.Q3 Clerk Class 3 7.2.75 (2 positions)	\$1930-2125	Port Moresby	1672
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Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Prepare salary, Superannuation, Provident and Retirement Benefit Funds advices. Prepare submissions for incremental advances, maintain records and diaries. Answer question salaries, allowances deductions from salary. Assist in preparation Staff posting lists. Prepare correspondence. Maintain personnel records and statistics. Prepare salary estimates. Extract details of service for reports on Promotions and Appeals. Train subordinate staff.

L.G.52 Artisan Grade 2 7.2.75	\$1670-1800	As required	1673
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Qualifications:- B5 No.2 17 - 3/7/73. Successful completion of an Apprenticeship in a first class trade (as determined by the Public Service Board). The minimum of ten years experience as an Artisans Assistant and Artisan Grade 1 or

equivalent in Government Service.  
 Successful completion of trade test and certified as reaching an acceptable level of trade competence in a first class trade. Such other experience or qualifications which in the opinion of the Public Service Board are equivalent.

Duties:- Carry out the duties of Carpenter, Bricklayer. Understudy Foreman Artisan and exercise trade skill associated with occupants trade. Help provide technical assistance to local contractors working on Council projects.

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Vacancies - continued

Advertisement Applications		Standard	
position No. and Designation	Salary Scale(s)		Location
Number	Close		

DEPARTMENT OF TRANSPORT

T.14 Senior Technical 1674	7.2.75 Officer Grade 2	\$3465-3695	Port Moresby
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Qualifications:- Qualified for an approved certificate of a recognised institute related

to the mechanical or automotive trades or such other educational qualifications as may be acceptable to the Public Service Board. Ability to compile technical reports of a detailed

mechanical nature.

Duties:- Prepare and maintain a register of specifications. Prepare technical content of tender schedules for agricultural equipment purchases. Ensure that tender specifications and delivery instructions are adhered to. Prepare simple drawings

for modifications to agricultural equipment. Maintain register of agricultural implement and equipment holdings.

Liaise with counterpart technical officers on the preparation of technical data. Other related duties.

#### Civil Aviation Agency

DCA.1015 Clerk Class 8                      \$4705-5065                      Lae  
1675                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate

or possession of such other educational qualifications as may be acceptable to the Public Service Board. Thorough knowledge of departmental objectives and responsibilities in relation to airport operations together with a sound knowledge of the relevant regulations, orders and instructions. Proven administrative and organising ability.

Duties:- Exercise responsibility for the overall administrative management and co-

ordination of activities within the limits of departmental orders and instructions at Lae Airport.

DCA.779 Clerk Class 6                      \$3185-3365                      Port Moresby  
1676                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Experience in similar or allied work. Able to supervise and train staff as appropriate. Officers of the Third Division are also eligible.

Duties:- Assist Airport Manager with management, administration and co-ordination of all activities on the Airport (including direct control of activities during the absence of the Airport Manager); and liaise with management and senior

representatives of domestic and international airline companies, tenants, concessionaires and contractors.

DCA.1054 Clerk Class 3                      \$1930-2125                      Port Moresby  
1677                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate or possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Maintain appropriation and liabilities ledgers in approved form. Record expenditure and commitments and ensure that the amount of warrant is not exceeded. Assist in examination of expenditure reports.

DCA 1074 Clerk Class 3                      \$1930-2125                      Port Moresby  
1678                      7.2.75

Qualifications:- Satisfactory completion of Form 4, or the Public Service Certificate, or possession of such other educational qualifications as may be acceptable to the Public

Service Board. Previous clerical experience, preferably including experience in similar or

allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

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Vacancies - continued

Advertisement Applications		Standard	
Position No. and Designation	Close	Salary Scale(s)	Location
Number			

Department of Transport - continued

Civil Aviation Agency - continued

Duties:- Examine claims received in respect of supplies and services against departmental purchasing orders. Ensure that all claims are properly supported, are certified to correctness of rates and that correct Treasury classifications are attached.

DCA.1077	Clerk Class 3	\$1930-2125	Port Moresby
1679	7.2.75		

Qualifications:- Satisfactory completion of Form 4 or the Public Service Certificate, or

possession of such other educational qualifications as may be acceptable to the Public Service Board. Previous clerical experience, preferably including some experience in similar or allied work. Officers not holding these educational qualifications but who have relevant experience are also eligible and those who think they can do this work should apply.

Duties:- Responsible for all activities regarding the recording and collection of outstanding debts. Prepare monthly reconciliation.

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## SECTION 51

## NOTIFICATION OF PROMOTIONS AND TRANSFERS

The following promotions and transfers have been made with effect from the respective dates shown below. All promotions and transfers notified below are final and are not subject to appeal.

Adv. No. Officers and Where Applicable)	Gazette No. (Former	Pos. No.	Date of Effect	Names of Department
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## DEPARTMENT OF AGRICULTURE, STOCK AND FISHERIES

188 OKENIA	54 of 1.8.1974	AE.7	15.11.1974	Lois
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## DEPARTMENT OF BUSINESS DEVELOPMENT

640	67 of 3.10.1974	338-341	2.12.1974	Nou JACK
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DEPARTMENT OF THE CHIEF MINISTER AND DEVELOPMENT  
ADMINISTRATION

324 SAISAGU	61 of 5.9.1974	CMC.14	14.11.1974	Monica
316 WAYNE FOFOSIAR	61 of 5.9.1974	B.67,72 (2 positions)	18.11.1974	L. Martin Wilford
325 KARIN	61 of 5.9.1974	B.21	18,11.1974	Gabriel
322 RIBUNG DIMBAR	61 of 5.9.1974	B.79,76,68,73, 70 (5 positions)	18.11.1974	Ilu Anton Otto

ITTAMARI

D. John

PAHEKI

George

KUK

320 BOKU 61 of 5.9.1974

B.15

18.11.1974 -

Papal  
(Dept. of

Finance)

314 WAFIMBI 61 of 5.9.1974

B.10

18.11.1974

Lazarus

323 Nicholas IGNAS 61 of 5.9.1974

L.23D,23E,23J,  
23H, (4 positions)

19.12.1974

T.  
Alois  
J.

VALUKA

Rorossi MATALALE

319 GAHALE 61 of 5.9.1974

L.17,18  
(2 positions)

19.11.1974

Robert  
Ito

MEMAIRI

317 SEVESE 61 of 5.9.1974

L.8,10,11  
(3 positions)

19.11.1974

Sarea

330 MAKANG 61 of 5.9.1974

A. 29

22.11.1974

Ken  
(Defence)

332 WAGAI 61 of 5.9.1974

A.105

22.11.1974

Joe Aur

337 PASSU 61 of 5.9.1974

A.115,A.119  
(2 positions)

22.11.1974

(Defence)  
Robert  
Abel

KAUTAT

338 MARU 61 of 5.9.1974

D.15

22.11.1974

Maina

334 LAUFA 61 of 5.9.1974

A.87,A88, A.40  
(3 positions)

22.11.1974

Anthony  
James

NASA

339 AMINI 61 of 5.9.1974

AD.1

6.11.1974

Brian K.

Office of Information

141 61 of 5.9.1974

ES.19

14.11.1974

Api LEKA

Adv. No. of Officers and Department Where Applicable)	Gazette No. (Former	Pos. No.	Date of Effect	Names
DEPARTMENT OF FINANCE				
377 ELAIFOEA	61 of 5.9.1974	B.23	13.11.1974	Avosa
374 MAINO	61 of 5.9.1974	A.112	13.11.1974	Tau
385 T. LAURA	61 of 5.9.1974	A.273	21.11.1974	Bouro
386 Tarlin AWATENG	61 of 5.9.1974	A.219	21.11.1974	
371 SEVESE	61 of 5.9.1974	A.325	21.11.1974	Hasu
383 KISOPET	61 of 5.9.1974	A.307	21.11.1974	Paul
382 Raymond MANDANGA	61 of 5.9.1974	A.286	21.11.1974	
381 Rubbie BATA	61 of 5.9.1974	A.242	21.11.1974	
380 Taraba MESULAM	61 of 5.9.1974	A.232	21.11.1974	
376 Monica AISOLI	61 of 5.9.1974	A.211	21.11.1974	
370 SIMEON	61 of 5.9.1974	A.275	21.11.1974	Tyoli
DEPARTMENT OF FOREIGN RELATIONS AND TRADE				
209 YOHANG	54 of 1.8.1974	CS.92-97	11.11.1974	Mark
(6 positions)				
(Dept. of Public Service Board Transfer)				
Joe				
AITSI				
(Dept. of Education) (Transfer)				
NORRIES Henry				
(Dept. of Education) (Transfer)				
665 Vincent TINGBORO	67 of 3.10.1974	P.6	3.12.1974	James

DEPARTMENT OF FORESTS

210	54 of 1.8.1974	L.1	12.11.1974	
Emmanuel SEMOSO				
212	61 of 5.9.1974	L.2	6.12.1974	
Gaeani VEGOFI				
(Dept. of Education)				
418	61 of 5.9.1974	CA.3	6.12.1974	Guba
HENI				

DEPARTMENT OF LABOUR AND INDUSTRY

470	61 of 5.9.1974	ET.26	18.11.1974	
Gabirel IKUPU				

DEPARTMENT OF LANDS, SURVEYS AND MINES

2651	40 of 6.6.1974	L.1	25.9.1974	
Patrick John YAUWI				
697	67 of 3.10.1974	GS.30,GS.81	9.12.1974	Peter
ENO				
(2 positions)				
BALOILOI				
699	67 of 3.10.1974	GS.76-77	9.12.1974	Paul
LEO				
701	67 of 3.10.1974	GS.42	9.12.1974	
Tiakoro SIUKE				
705	67 of 3.10.1974	GS.20	9.12.1974	Hanua
RUA				
(Dept. of Public Works)				
708	67 of 3.10.1974	GS.32-37,	9.12.1974	Tom
LAVAKO				
GS.40-45				
(12 positions)				

DEPARTMENT OF LAW

510	61 of 5.9.1974	CS.40-44,47	15.11.1974	
Charles MAINO A0AE				
(Transfer)				
514	61 of 5.9.1974	AD.3	14.11.1974	Lily
Rose GAIUS				

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Adv. No.	Gazette No.	Pos. No.	Date of	Names
of Officers and (Former				

Department Where Applicable)		Effect	
Department of Law - continued			
516	61 of 5.9.1974	CS.14A,B	14.11.1974
Maingu WAMAKORI		(2 positions)	
517	61 of 5.9.1974	CS.15A	14.11.1974
Sibona KARU			
521	61 of 5.9.1974	PC.11	14.11.1974
Nelson WANINARA			
515	61 of 5.9.1974	M.51	14.11.1974
William YAMBO			
DEPARTMENT OF POSTS AND TELEGRAPHS			
526	61 of 5.9.1974	L.1	20.11.1974
Gilchrist NOGA			
544	61 of 5.9.1974	P.3	20.11.1974
SIMPSON			Laup
545	61 of 5.9.1974	CW.325,328	20.11.1974
Abraham KURMANY		(2 positions)	
Philip BARASURU			
533	61 of 5.9.1974	TR.27,28	20.11.1974
Kundi MIKI		(2 positions)	Mark
A. PAPAU			
532	61 of 5.9.1974	IT.4	20.11.1974
Timothy GWARE			
(Transfer)			
534	61 of 5.9.1974	EC.7B-G	20.11.1974
Garfield TARABU		(6 positions)	
Joseph BUKA			
Charles SALAYAU			John
DRESOK			

DEPARTMENT OF PUBLIC HEALTH

547	61 of 5.9.1974	HS.129	26.11.1974	
Nigel SIRIGOI				
548	61 of 5.9.1974	MS.202	26.11.1974	
Philip POSANAU				
550	61 of 5.9.1974	MS.204	26.11.1974	Weka
LARI				
549	61 of 5.9.1974	MS.203,205,	26.11.1974	Noel
PAPONUREA				
Tenaen ROBINSON		206,207		
SAU		(4 positions)		Napa
554	61 of 5.9.1974	MS.177	26.11.1974	
Hedwig LEKO				
560	61 of 5.9.1974	AS.211,212,213	4.12.1974	John
P. KAUNANA				
BAGU		(3 positions)		Ake
553	61 of 5.9.1974	MS.207	26.11.1974	
Godfrey KEI				
Norman Sampson S.		(4 positions)		
Caedmon ORESI				
558	61 of 5.9.1974	AS.206,207	4.12.1974	Gari
ARUA				
Soala AKUMAMU		(2 positions)		
562	61 of 5.9.1974	AS.105	4.12.1974	
Tauedea A. IGO				
563	61 of 5.9.1974	AS.223	4.12.1974	
Guikau RESENA				
557	61 of 5.9.1974	AS.170	4.12.1974	
Morea RIU				

DEPARTMENT OF TRANSPORT

583	61 of 5.9.1974	' AD.2	20.11.1974	
Berry EREMAN				
584	61 of 5.9.1974	AD.13B	22.11.1974	
Douglas Francis SOLIEN				

585 61 of 5.9.1974 MIA 19.11.1974 John  
Warmari GAIUS

(Dept. of Interior)

798 67 of 3.10.1974 M.33 10.12.1974  
Sahau N'DRASAL

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1975

Adv.No. Gazette No. Pos. No. Date of Names of Officers and  
(Former Effect Department Where  
Applicable)

Civil Aviation Agency

591	61 of 5.9.1974	DCA.794	5.12.1974	Ume HENI
599	61 of 5.9.1974	DCA.1066	5.12.1974	Cyril Aisi AUA
605	61 of 5.9.1974	DCA.767	5.12.1974	John Thomas PELIS
616	61 of 5.9.1974	DCA.1060 1061 (2 positions)	5.12.1974	Ara RONNY (Dept. of Transport) Olvia HANDU (Dept. of Transport)
619	61 of 5.9.1974	DCA 850	5.12.1974	Maino GESIA (Dept. of Transport)
800	67 of 3.10.1974	DCA.1123-1124	6.12.1974	Vitus KEPE
623	61 of 5.9.1974	DCA.1039	6.12.1974	James KOREN
801	67 of 3.10.1974	DCA.1125-1126 (2 positions)	6.12.1974	Septimus GEBESOA Dewhurst DIALA
625	61 of 3.10.1974	DCA.263 DCA.1039	6.12.1974	David POMAT (Transfer)
592	61 of 5.10.1974	DCA.764	5.12.1974	Joseph BOKUIK
622	61 of 5.9.1974	DCA.1050	6.12.1974	Allan AVI

WITHDRAWAL OF NOTIFICATIONS OF VACANCIES

The following Notifications of vacancies are withdrawn.

Department of Agriculture, Stock and Fisheries

In Gazette No. 75 of 7th November, 1974 Position No. P.27 Clerk  
Class 9, Advertisement No.  
808.

Department of the Chief Minister and Development  
Administration

In Gazette No. 61 of 5th September, 1974 Position No. D.18 Clerical Assistant Grade 4, Advertisement No. 336.

Department of Lands, Surveys and Mines

In Gazette No. 67 of 3rd October, 1974 Position No. GS.21, Clerk Class 1, Advertisement No. 707.

Department of Posts and Telegraphs

In Gazette No. 75 of 7th November, 1974 Position No. P.8 Clerk Class 3, Advertisement No. 1047.

In Gazette No. 75 of 7th November, 1974 Position No. GW.274 Senior Telecommunications Technical Officer Grade 2, Advertisement No. 1045.

Department of Public Health

In Gazette No. 67 of 3rd October, 1974 Position No. MS.843-845 X-ray Assistant Grade 2, Advertisement No. 723.

In Gazette No. 83 of 5th December, 1974 Position No. AS.91 Clerk Class 3, Advertisement No. 1308.

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GAZETTE CORRECTIONS

In Gazette No. 67 of 3rd October, 1974 under the heading "Vacancies" Sub-heading "Department of Posts and Telegraphs" the following positions were advertised incorrectly.  
Position No. F.usly29, Clerk advertised Class 1, Advertisement No. 733 should read F.29 Clerk Class 2, and  
as io.

Position No. 30 Clerk Class 2, Advertisement No. 731 should read F. 30 Clerk Class 1, and not as previously advertised.

In Gazette No. 61 of 5th September, 1974 under the heading "Vacancies" Sub-heading "Department of Forests" the Position No. RM.13 Forester Grade 2,

Advertisement No. 419 is cancelled.

In Gazette No. 83 of 5th December, 1974 under the heading "Vacancies" Sub-heading "Department of Agriculture, Stock and Fisheries" the position No. F 2746 - F 2753, Rural Development Officer Grade 3, (7 positions), Advertisement No. 1197 should read F.2746-F.2753 Rural Development Officer Grade 3 (8 positions) and not as previously advertised.

In Gazette No. 83 of 5th December, 1974 under the heading "Vacancies" sub-heading "Department of Public Service Board (Administrative College) the position AC.109 Librarian Class 1/2 has been redesignated and reclassified as follows: Advertisement No. 1324 should read position No. AR.4 Lecturer (Library Services).

Duties:- Manage and control the Reader Services area of the Administrative College Library. Assist the Senior Lecturer in providing professional guidance to develop staff within the Reader Services area. Assist in the Selection of Library materials. Conduct and report on research in Library Services.

Qualifications:- Appropriate Diploma or University degree or equivalent, and successful completion of Stage 2 of the Public Service Library Training Course, or such other educational qualifications as may be acceptable to the Public Service Board. Some experience relevant to the duties. Salary Range \$3185-4085.

PAPUA NEW GUINEA

PUBLIC SERVICE (INTERIM ARRANGEMENTS) ACT

1973

DIRECTION UNDER SECTION 30(5)

Whereas the Public Service Board has made the same alterations to the classification of all officers having the designation specified in the first column of the Schedule to this Notice and has altered the classification of those officers to the classification shown in the second

column of the Schedule.

Now therefore the Public Service Board by virtue of the powers conferred by Subsection (5) of Section 30 of the Public Service (Interim Arrangements) Act 1973 and all other powers it enabling, hereby directs that Subsection (4) of that Section shall not apply in respect of those alterations in classification.

#### SCHEDULE

Column One

Column Two

Dental Technician Grade 1  
Technician Grade 1  
\$1410-1475-1540  
Dental Technician Grade 2  
Technician Grade 2  
\$1670-1735-1800  
Dental Technician Grade 3  
Technician Grade 3  
\$1865-1930-1995  
\$2190-2255-2320-2385

Dental  
\$1670-1735-1800  
Dental  
\$1865-1930-1995  
Dental

Dated this twenty-second day of November, one thousand nine hundred and seventy-four.

b. LYNCH

Member of the Public Service Board.

Printed and published by E. C. Awo, Government Printer,  
Port Moresby.-10491.