



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

No. 305

18th July, 2025

Nauru

G.N.No. 820/2025

**APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER
NAURU FISHERIES AND MARINE RESOURCES AUTHORITY**

It is notified for general information that Cabinet on Monday, 14th July 2025 has approved to appoint the Corporate Services Manager, Ms. Sra-Yosie Reiyetsi to act as Chief Executive Officer of Nauru Fisheries and Marine Resources Authority from 16th July, 2025 until the return of the substantive Chief Executive Officer, Ms. Erana Aliklik, on 4th August, 2025.

Dated this 14th day of July, 2025.

**OPHELIA CALEB,
SECRETARY TO CABINET**

G.N.No. 821/2025

**APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER
FOR NAURU MARITIME AND PORT AUTHORITY AND NAURU SHIPPING LINE**

It is notified for general information that Cabinet on Monday, 14th July 2025 has approved the following: -

- Appoint Mr. Ricky Ellis, Chief Operating Officer, as acting Chief Executive Officer for Nauru Maritime and Port Authority and Nauru Shipping Line from 13th July 2025 to 16th July 2025.
- Appoint Mr. Dominic Tabuna as acting Chief Executive Officer for Nauru Maritime and Port Authority and Nauru Shipping Line from 15th July 2025 to 18th July 2025.

Dated this 14th day of July, 2025.

**OPHELIA CALEB,
SECRETARY TO CABINET**

No. 305

18th July, 2025

Nauru

G.N.No. 822/2025

PUBLIC SERVICE ACT 2016
SECTION 85

NOTICE OF RETIREMENT

It is notified for general information the following officers' voluntary retirement is effective as follows:

DEPARTMENT OF HEALTH & MEDICAL SERVICES
(Health Services)

NAME	POSITION	EFFECTIVE
Sikinala Denitage	Nurse Supervisor Band 9.1 - \$19,113 per annum	14/07/2025

DATED this 16th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 823/2025

PUBLIC SERVICE ACT 2016
SECTION 44(2)

NOTICE OF DEEMED RESIGNATION

It is notified for general information the following public service officer's deemed resignation is effective as follows:

DEPARTMENT OF EDUCATION
(Curriculum, Accreditation, Scholarship & Examination)

NAME	POSITION	EFFECTIVE
Dinah Faith Fritz	Management Secretary (C.A.S.E) Band 4.1 - \$13,503 per annum	6/09/2024

DATED this 3rd day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

No. 305

18th July, 2025

Nauru

G.N.No. 824/2025

PUBLIC SERVICE ACT 2016
SECTION 82A (2)

NOTICE OF TERMINATION

It is notified for general information the following public service officer's termination is effective as follows:

DEPARTMENT OF EDUCATION
(Schools)

NAME	POSITION	EFFECTIVE
Jonathan Gadeanang	Environment Officer Band 5.1 - \$14,313 per annum	20/5/2025

DATED this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 825/2025

ENGAGEMENT TO MARRY

NAME OF PARTIES:

Garrik Akken of Meneng District and Aleysha Tamakin of Uaboe District.

Nobob Bop of Anabar District and Kim Iga of Meneng District.

Gigson Dabwido of Meneng District and Talalisa Menke of Nibok District.

Jamon Aliklik of Meneng District and Yoko Capelle of Boe District.

Troy-John Cecil of Boe District and Myester Naitiria of Yaren District

DATE OF ENGAGEMENT: 15th December, 2024

18th May, 2025

08th June, 2025

18th July, 2025

29th July, 2025

HON. LIONEL ROUWEN AINGIMEA, M.P
MINISTER IN CHARGE

G.N.No. 826/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION : ICT & Digital Technician
No. OF POSITION : One (1)
SALARY : Band 8.1 - \$18,679 per annum

PRIMARY PURPOSE OF ROLE:

- Support and maintain the technological infrastructure, ensuring seamless digital operations.
- Provide first-line technical support for desktops, laptops and other ICT equipment.
- Troubleshoot hardware and software issues, ensuring prompt resolution.

DUTIES/RESPONSIBILITIES:

- Installing, maintaining and updating network systems.
- Monitor system performance and implement improvement as necessary.
- Support the deployment and management of digital tools and applications.
- Collaborate with the ICT department to ensure compliance with ICT policies and protocols concerning data protection and monitor cybersecurity.
- Maintain accurate records and documentation of office hardware/software inventory.
- To perform such other duties compatible with the position as determined by the Secretary, Deputy and Director of Corporate Services.

QUALIFICATIONS & EXPERIENCE:

- Bachelor's degree or Diploma in Information Technology, Computer Science, Digital Media or a related field.
- Proven experience in ICT support, preferably within an educational or vocational training environment.
- Familiar with Learning Management System (LMS) and e-learning tools.
- Strong knowledge of computer networking, hardware, software applications and multimedia production tools.
- Excellent communication skills with the ability to explain technical concepts to non-technical users.
- Strong problem-solving abilities and a customer-oriented approach.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this. 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 827/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION	:	Asset & Procurement Officer
No. OF POSITION	:	One (1)
SALARY	:	Band 10.1 - \$20,641 per annum

PRIMARY PURPOSE OF ROLE:

- Manage procurement process, monitor asset utilization and ensure that all resources are acquired cost-effectively while maintaining and managing the inventories of tools of the department's assets.

DUTIES/RESPONSIBILITIES:

- Develop and maintain comprehensive asset tracking systems to ensure accountability.
- Conduct regular audits and manage asset maintenance schedules.
- Source and evaluate suppliers to ensure high-quality and cost-effective resources.
- Oversee the purchasing process to ensure timely acquisition of resources.
- Collaborate in developing procurement budgets and forecasts.
- Monitor expenditures and ensure adherence to budgetary constraints.
- Ensure compliance with legal and organizational policies in procurement activities.
- Develop and update the inventory list for all assets including tools, equipment etc.
- To perform such other duties compatible with the position as determined by the Secretary, Deputy and Director of Corporate Services.

QUALIFICATIONS & EXPERIENCE:

- Diploma or Bachelor's Degree in Education, Business Administration or related field or equivalent in relevant experience.
- Minimum of 2-3 years of experience in asset management and procurement, preferably within educational or training sector.
- Strong analytical skills with the ability to make data driven decisions.
- Demonstrated ability to negotiate effectively with vendors and suppliers to secure favourable terms.
- Proficient in inventory management software and procurement systems.
- Excellent organizational skills with attention to detail in accuracy in documentation and reporting.
- Proven ability to work collaboratively in a team environment and communicate effectively with stakeholders.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 828/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION	:	Trainer
No. OF POSITION	:	Six (6)
SALARY	:	Band 10.1 - \$20,641 per annum

PRIMARY PURPOSE OF ROLE:

- Delivery and evaluate training programs that enhance participants vocational skills and professional competencies.
- Delivery of training that engage learners, assess their needs and provide effective instructional methods to support their career advancement.
- Development of course material and learning resources.
- Monitoring student work, validation on student results, student assessment, student report writing, student filing & recording.
- Engage with industry and other key stakeholders.
- Maintenance of tools and equipment.

DUTIES/RESPONSIBILITIES:

- Operate as an effective and positive team member, practice and promote respect for all clients and staff and support TVET Nauru's vision and strategic intent.
- Lead and manage the teaching and learning process for classroom, industry and distance based clients.
- Develop and engage in effective working relationships with students, client groups (industry) and staff by participating in team meetings, industry reference groups, student events and forums.
- Identify and develop innovative delivery and assessment solutions for the vocational education and training requirements of client groups and the wider community.
- Create a productive learning environment that uses high level contemporary education and training methodologies and techniques including a variety of appropriate delivery and assessment (RPL) methods and utilising creative learning options to meet the varying needs of the students.
- Use flexible, blended and distributed learning techniques, options and products to meet the changing needs of various client groups.
- Contribute to the review, development and implementation of course content and teaching and learning resources to ensure relevant industry standards are met and maintained.
- Coordinate and participate in moderation and validation activities including student evaluations, assessment instruments and internal systems to meet audit, legislative and industry requirements.
- Participate in the coordinate of teaching programs, team meetings marketing strategies, management of teaching resources and associated records.
- Ensure that students and clients practise accepted safety procedures in the learning environment.
- Participate in appropriate staff development programs to develop and maintain personal and professional skills, knowledge and attitudes and maintain industry currency. Meet the requirements for being a TVET trainer and remain up-to-date with current trade and teacher related skills and knowledge.
- Maintain documentation and records in compliance with contractual requirements.
- Maintain all teaching tools and equipment.

QUALIFICATIONS & EXPERIENCE:

- Possession of relevant vocational qualification at the level equivalent to or higher than the level to be delivered or
- Certificate IV in Training and assessment or equivalent.
- Demonstrated current industry skills directly relevant to the training/assessment being undertaken.
- Technical Trade – Minimum 6-7 years in the respective trade.
- Vocational Trade – Minimum 4 years in the respective trade.
- Preferably computer literate.
- Energetic, work with passion and high dedication.
- Must be of sober habit with excellent work ethics.

No. 305

18th July, 2025

Nauru

G.N.No. 828/2025 (Cont'd)

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 829/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION	:	Finance Administrator
No. OF POSITION	:	One (1)
SALARY	:	Band 10.1 - \$20,641 per annum

PRIMARY PURPOSE OF ROLE:

- Responsible for overseeing and managing the department's financial operations to ensure accuracy, compliance and efficiency.
- Accurately recording and updating all financial transactions, ensuring that accounts payable and receivable are properly managed.
- Assist in development and monitoring of budgets, tracking expenditures and ensuring alignment with financial goals.

DUTIES/RESPONSIBILITIES:

- Process accounts payable/receivable and ensure timely transactions.
- Ensure all PVs satisfy accountability requirements.
- Maintain accurate financial records and prepare quarterly financial reports.
- Monitor budget utilization and projects.
- Develop financial management mechanisms that minimize financial risk.
- Keeping abreast of changes in the financial regulations.
- Provide training to other staff in regards to Financial/budget responsibilities.
- To perform such other duties compatible with the position as determined by the secretary, Deputy and Director of Corporate Services.

QUALIFICATIONS & EXPERIENCE:

- Bachelor's Degree or Diploma in Accounting, Finance, Business Administration or a related field.
- Minimum of 3-5 years in financial position.
- Experience in using the FMIS system.
- Proficiency in financial reporting, reconciliation and analysis.
- Excellent organizational skills.
- Strong communication abilities and the capacity to work collaboratively with others.
- Problem-solving mindset with the ability to work under pressure.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 830/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION	:	Manager for Policy & Strategy
No. OF POSITION	:	One (1)
SALARY	:	Band 11.1 - \$22,210 per annum

PRIMARY PURPOSE OF ROLE:

Responsible for leading the development, implementation and evaluation of policies and strategic initiatives that support vocational training and professional development programs and to ensure alignment with workforce development goals while fostering innovation and efficiency within the department.

DUTIES/RESPONSIBILITIES:

- Research, design and implement vocational training policies that align with industry standards, economic demands and government regulations
- Develop long-term strategies for vocational education and professional development programs, ensuring relevance and sustainability.
- Collaborate with industry partners, educational institutions and government agencies to enhance program effectiveness and accessibility.
- Monitor and assess policy effectiveness, using data-driven approaches to enhance training initiatives and drive continuous improvement.
- Ensure policies adhere to legal and regulatory frameworks supporting quality assurance and accreditation requirements.
- Identify funding opportunities for strategic projects.
- Prepare detailed reports on policies & strategic progress.
- Adhere to the Public Service Act 2016 and other relevant policies.
- Perform any other tasks compatible to the position as determined by the Secretary, Deputy or Director of Organisational Services.

QUALIFICATIONS & EXPERIENCE:

- Bachelor degree in Public Policy, Business Administration or a related field.
- 5 years or more experience in policy development, strategic formulation or vocational training program management.
- Strong analytical and leadership skills with expertise in stakeholder coordination and change management.
- Strategic thinker, a strong understanding of vocational training trends and challenges.
- Familiar with digital learning tools and modern educational technologies.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 831/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION : Manager for Qualification & Accreditation
No. OF POSITION : One (1)
SALARY : Band 11.1 - \$22,210 per annum

PRIMARY PURPOSE OF ROLE:

To develop, implement and evaluate vocational training qualifications and accreditation standards to ensure they meet national and international levels, fostering workforce development and professional excellence.

DUTIES/RESPONSIBILITIES:

- Lead the qualifications and accreditations processes ensuring alignment with industry standards and regulatory requirements.
- Develop quality assurance frameworks to ensure continuous compliance and improvement.
- Oversee the accurate documentation and reporting of accreditation activities maintaining transparency and accountability.
- Initiate and manage projects aimed at improving qualifications and accreditation processes.
- Facilitate training sessions for staff on accreditation standards and requirements.
- Assist and collaborate with the Manager for Policy & Strategic, Curriculum Development, Quality Assurance & Skills Development Skills Development related to qualifications and accreditation, ensuring consistency and effectiveness in training delivery.
- Adhere to the Public Service Act 2016 and other relevant policies.
- Perform any other tasks compatible to the position as determined by the Director of CASE.

QUALIFICATIONS & EXPERIENCE:

- Diploma or Bachelor's Degree in Education, Business Administration, or other related field.
- In depth understanding of accreditation processes, assurance frameworks and regulatory compliance.
- Minimum of 2 years of experience in accreditation or qualifications management preferably within professional development context.
- Strong organizational and analytical skills with a keen attention to detail.
- Excellent communication and stakeholder management.
- Proven to manage multiple projects and deadlines effectively.
- Proficiency in relevant tools and software for document management and reporting.
- Strategic thinker with strong problem-solving capabilities.
- Ability to lead and inspire teams towards achieving excellence.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 832/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION : Manager for Curriculum Development
No. OF POSITION : One (1)
SALARY : Band 11.1 - \$22,210 per annum

PRIMARY PURPOSE OF ROLE:

To design, develop and implement vocational training curricula that align with industry standards, regulatory requirements and workforce demands and ensure that training programs are comprehensive, up-to-date and effectively enhance the skills of learners to meet evolving professional needs.

DUTIES/RESPONSIBILITIES:

- Lead the development, review and enhancement of vocational training curricula to ensure relevance and quality.
- Collaborate with industry experts, educators and stakeholders to design programs that meet industry-specific needs.
- Oversee the integration of innovative instructional methodologies, including digital learning tools and practical training approaches.
- Conduct needs assessments to identify gaps in existing curricula and propose improvements.
- Develop and maintain partnerships with employers and training institutions to align curricula with real-world job market demands.
- Manage Curriculum development projects, ensuring timely completion within allocated resources.
- Monitor and evaluate training effectiveness through assessments, feedback and industry benchmarks.
- Provide training and professional development support for educators and trainers.
- Ensure compliance with national educational standards and vocational training regulations.
- Stay updated with global trends in vocational education and recommend adaptations accordingly.
- Adhere to the Public Service Act 2016 and other relevant policies.
- Perform any other tasks compatible to the position as determined by the Secretary, Deputy Secretary and Director of Organizational Services.

QUALIFICATIONS & EXPERIENCE:

- Master's or Bachelor's degree in Education, Curriculum Development, Vocational Training or a related field.
- 5 or more years of experience in curriculum development, vocational education or workforce training.
- Expertise in curriculum design, instructional methodologies and assessment techniques.
- Excellent project management skills with the ability to oversee multiple initiatives.
- Strong communication and collaboration skills for engaging with educators, industry partners and policymakers.
- Proficiency in digital learning tools, e-learning platforms and modern instructional technologies.
- Adaptability to evolving vocational training trends and workforce demands.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY

G.N.No. 833/2025

PUBLIC SERVICE ACT 2016
VACANCY: SECTION 22

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

DEPARTMENT OF VOCATIONAL TRAINING & PROFESSIONAL DEVELOPMENT

POSITION : Director for Organizational Services
No. OF POSITION : One (1)
SALARY : Band 12.1 - \$24,075 per annum

PRIMARY PURPOSE OF ROLE:

- To lead and oversee the vocational training and professional development initiatives, encompassing curriculum development, quality assurance, skills development, policy and strategy formulation as well as qualification and accreditation processes.

DUTIES/RESPONSIBILITIES:

- Design and implement a comprehensive vocational training programs that meet industry standards and address the evolving needs of the workforce.
- Establish and maintain robust quality assurance frameworks to ensure the effectiveness and relevance of training programs while fostering continuous skills development.
- Formulate and execute policies and strategic plans that support organizational objectives, promote a culture of learning and ensure compliance with relevant regulations.
- Oversee the accreditation process for training programs, ensuring they meet established standards and managing relationships with accrediting bodies.
- Monitor industry trends and best practices to inform the continuous improvement of training programs ensuring they remain relevant and effective.
- Ensure all training programs comply with relevant laws, regulations and accreditation standards and proactively manage associated risks.
- Develop and implement evaluation metrics to assess the impact of training programs, providing regular reports on outcomes and areas for improvement.
- Adhere to the Public Service Act 2016 and other relevant policies.
- To perform such other duties compatible with the position as determined by the Secretary and Deputy

QUALIFICATIONS & EXPERIENCE:

- Bachelor's Degree in Education, Human Resources, Business Administration or a related field.
- Minimum of 5 years in training and development.
- At least 3 years in leadership role overseeing vocational training and professional development programs.
- Excellent analytical and problem-solving abilities with knowledge of using data to inform decisions and drive improvements.
- Strong leadership and interpersonal skills with the ability to manage and mentor a team of training professionals.
- Exceptional written and verbal communication skills, with the ability to engage and influence stakeholder at all levels.
- Proficiency in Learning Management Systems, e-learning platforms and Microsoft Office Suite.

Applications should be submitted to the Secretary Corporate Services through writing or electronically word processed indicating name, age, qualifications, attached with Curriculum Vitae and other relevant references no later than **5pm, Friday 25th July, 2025.**

Dated this 10th day of July, 2025

LEONA WAIDABU
CHIEF SECRETARY