

**Daily Notices circulated by the Government Information Office**  
**Wednesday, 6 May 2020**

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- NUC: Job Vacancy – Safety & Security Assistant x 1

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**On Behalf of Nauru Utilities Corporation**  
**Job Vacancy: Safety & Security Assistant x 1**

NUC would like to invite applications to the following vacancy:

Position: Safety & Security Assistant x 1  
Section: Safety & Security  
Reports to: Safety & Security Manager

**Duties and Responsibilities:**

To Develop and Maintain Health & Safety Working Environment.

1. Anticipation, Identification and Evaluation of Hazardous Conditions and Practices
2. Develop Hazard Control Designs, Methods, Procedures, and Programs
3. Implement, Administer and Advise others on Hazard Controls and Hazard Control Programs
4. Measure, Audit and Evaluate the Effectiveness of Hazard Controls and Hazard Control Programs

**Qualification:** Preferably School Leaver, Form 6  
Any related OHS Certificate

**Experience & Skills:** Has worked or upgraded in the following areas:  
OHS; Basic First Aid; Security; Computer Literate Microsoft & Excel; Good English Writing and Oral Conduct Oral Presentation, Submit Timely Report; Team Player; Confident

**Remuneration: \$6,715 - \$9,529 per annum**

Please submit application in a letter form with necessary attachments such as CV, references and other relevant documents. Application should be addressed to Nauru Utilities Human Resource Manager. Application forms are available at the HR Office.  
Shortlisted Applicants will be notified by phone

**Closing date: 22nd May 2020.**

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Daily notices are circulated by the Nauru Government Information Office on behalf of departments and SOEs  
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