



OFFICE OF THE GOVERNMENT REMUNERATION TRIBUNAL

GRT DETERMINATION 10 of 2024

Notice No. of 2024

PUBLIC SERVICE COMMISSION

THE GRT DETERMINATION ON THE JOB CLASSIFICATION STANDARDS AND THE SALARY STRUCTURE FOR THE POSITIONS OF DENTAL OFFICERS EMPLOYED BY THE PUBLIC SERVICE COMMISSION.

This Determination sets out the job classification standards and the salary structure for the positions of Dental Officers employed by the Public Service Commission. It comprises:

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PART 1 – GENERAL

1.1 Authority:

1.1.1 This Determination is issued in accordance with section 13(1) of the Government Remuneration Tribunal Act 1998 [CAP 250]

1.1.2 The Tribunal may issue guidance notes from time to time to assist the employing bodies in the administration of this determination.

1.2 Application:

1.2.1 This Determination applies to persons appointed to the positions of Dental Officers by the Public Service Commission.

1.2.2 This Determination does not apply to any other Health services staff employed by the Commission, except those stated in paragraph 1.2.1

1.2.3 This Determination applies to the positions stated in paragraph 1.2.1 which are assigned to the Career Pathways of the SP10 JobWise® Framework as depicted in the Table 1.2 below:

Career Pathways	Bands	Levels	Positions
Leadership	J	L7	Head of Dental
Technical	H	L5	Senior Consultant
	G	T4	Consultant
	G	T4	Senior Registrar
	F	T3	Registrar
	E	T2	Dental Officer
	E	T2	Intern
Operations	E	T2	Dental Technician
	D	O4	Dental Assistant

1.3 Effective Date:

1.3.1 This Determination takes effect as of 1st December 2024.

1.3.2 This Determination supersedes any earlier decision made on the salary of Dental Officers.

PART 2 –THE RULES OF APPLICATION OF DETERMINATION FOR DENTAL OFFICERS POSITIONS

2.1 Setting the Salary

2.1.1 The Commission shall determine the work value for the position of the Officer stated on paragraph 1.2.1, of this Determination in accordance with the

Classification Standards set out in PART 4 and the Salary Structure set out in PART 5 of this Determination.

- 2.1.2 In determining the work value of the position specified in paragraph 1.2.1, the Commission is expected to exercise prudent business judgement by applying salaries commensurate with the responsibilities and accountabilities of the office as depicted by the Job Classification Standards set out in PART 4 of this Determination.
- 2.1.3 A person who holds an office depicted in PART 1 paragraph 1.2.3 and Table 1.2 shall be paid the annual salary as is specified for that office on table PART 5 Table 5.1.
- 2.1.4 No other person should be accorded the salary stated on this Determination other than those persons stated in PART 1 paragraph 1.2.1 and specified in PART 5, Table 5.1 of this determination.
- 2.1.5 An officer, other than an Intern, when acting on a position higher than her or his substantive position should be paid the salary for that position until such time she or he is no longer acting.
- 2.1.6 A person appointed to a vacant or new position shall be paid the minimum annual salary (or base salary) belonging to the Band and pathway Level to which the position has been formally assigned as indicated in PART 1 Table 1.2.

2.2 Adjustment to Salary:

- 2.2.1 An adjustment to salary shall be made in accordance with established performance guidelines and within the ability of the employing body to pay for the office.
- 2.2.2 A pay increment shall be applied only to a person who has demonstrated, based on established and reliable performance standards, an outstanding performance consistently for two (2) consecutive years or more.
- 2.2.3 An increment that is to be applied to grades within a Band shall be subject to a recommendation made by the Head of agency to the Commission for approval and commendation.
- 2.2.4 The Commission may promote a Dental Officer to a position belonging to a Band higher than the officer's current post, only, and only if the officer has met the job requirements contained in the Job Classification Standards relative to that higher Band.
- 2.2.5 The Commission may promote a person specified in paragraphs 1.2.1, 1.2.2 and 1.2.3, to a position assigned to the Band higher than the officer's current post, if that officer has met the job requirements contained in the relevant Job

Classification Standards Tables, as set out in PART 4, which specify the factor descriptors related to each Band.

PART 3 – RELATED MATTERS - ALLOWANCES

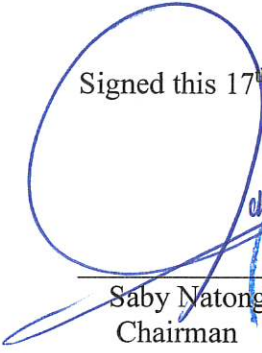
3.1 Take home pay entitlements:

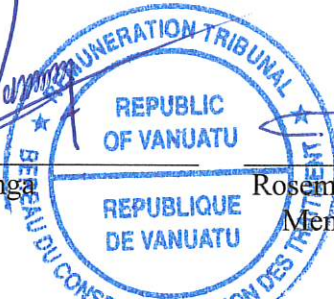
3.1.1 An officer, as specified in paragraph 1.2.1, other than an Intern, shall be entitled to (i) a Housing Allowance and (ii) a Child Allowance.

3.1.2 The Commission may, in consultation with GRT, implement any other allowances deemed payable to persons in positions stated in PART 5 Table 5.1 of the Determination.

3.1.3 The details on employee allowances, pursuant to paragraph 3.1.1, are provided in the GRT Determination 33 of 2024.

Signed this 17th day of December, 2024.


Saby Natonga
Chairman


REPUBLIC OF VANUATU
REPUBLICQUE DE VANUATU
BUREAU DU CONSEIL DE REVISION DES TRAITEMENTS
Rosemary Leona
Member


Nigel T. Malosu
Member

Effective as of date of determination

PART 4 – THE JOB CLASSIFICATION STANDARDS TABLES FOR POSITIONS OF THE DENTAL OFFICERS AS ASSIGNED TO THE LEADERSHIP, TECHNICAL, AND OPERATIONS PATHWAYS

[GRT Determination 10 of 2024: The Job Classification Standards for the positions of the Dental Officers as assigned to the Leadership career pathway Band J, Level L7, to the Technical pathway Band E – Band H, Level T2-T5, and to the Operations pathway Band D Level O4.]

Table J. L7		The Job Classification Standards Table for positions of the Dental Officers as assigned to Band J and the Leadership pathway Level L7		
Band	Grade & Score	Jobwise Pathway Descriptor	Leadership Pathway Level 7 Factor Descriptors (Jobs requiring varied degree of leadership, supervision of people, power, and oversight of general management functions)	
J	L7 592-675	Section Leader: Responsible for managing a section part of a division/ department, where effective utilization of staff is important and impact on stakeholder satisfaction is significant. Staff will include technical specialists and programme/ Project roles, managed directly or through team leaders	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. - VQF 6-7
			Experience	H. SPECIALISED EXPERIENCE The job requires extensive specialised experience in a technical, scientific, or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; OR Experience of a more general 14-15 years
			Complexity	C. DEFINED The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimize efficiency.
			Scope	D. MANAGERIAL Management or control of a significant operational or functional unit / division, including the planning, directing and controlling of all activities within the unit, or a CEO / Director General of very small organisation.
			Problem Solving	D. VARIED Problems are varied and the solution requires research though diverse and perhaps contradictory ceases. Initiative and judgement is necessary in interpretation. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1-3 months.
			Freedom to Act	D. GENERAL INSTRUCTIONS Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.
			Impact of Decisions	C. Impact Direct Impact of a single discretionary decision causes significant impact, which can be expressed in vatu terms of thousands of vatu.

			Interpersonal Skills	D. INFLUENCE / PERSUADE Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.
			Authority	B Financial Authority. Authorises minor expenditure from another person's budget.
			People Management	C. 1 Has full supervisory / managerial responsibility for 11–29 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

Table H. T5		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band H and the Technical pathway Level T5		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T5 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
H	T5 335-394	Senior Level Specialist: Jobs at this level provide a specialised technical service, developing solutions to varied and complex problems. Analytical and creative reasoning required to explore alternative options and formulate solutions. Requires sound understanding of practise, techniques, concepts and theoretical principals from relevant discipline	Education	J. TERTIARY / PROFESSIONAL Requires applied knowledge and understanding of the theoretical knowledge base in a specialised field or equivalent level of management. -VQF Level 8
			Experience	H. SPECIALISED The job requires extensive specialised experience in a technical, scientific or professional field, normally gained through relevant professional qualifications together with significant post qualification practical experience; 10-11 Years.
			Complexity	C. DEFINED The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency
			Scope	C. INFLUENCING / SUPERVISORY Supervision of others required and / or coordination of resources and processes (human / physical / financial), or a high degree of influence across the organisation, in order to achieve significant outcomes.
			Problem Solving	D. VARIED Problems are varied and the solution requires research through diverse and perhaps contradictory cases. In general, many of these problems extend far beyond the need for short term solutions, with the research required extending between 1 – 3 months.
			Freedom to Act	E. GUIDANCE The jobholder is expected to work with a large degree of independence within the organization's plans, policies and reporting requirements. Overall guidelines and objectives are discussed initially, and progress is reviewed intermittently and informally.
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)

			Interpersonal Skills	D. INFLUENCE / PERSUADE Considerable contact influencing staff either in a management role requiring sound communication skills or in roles requiring well-developed advisory /consultative / facilitation skills.
			Authority	A0. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.
			People Management	B. Has full supervisory / managerial responsibility for up to 10 staff. This includes allocation of work, accountability for their outputs, quality etc. and appraisal of their performance.

Table G. T4 **The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band G and the Technical pathway Level T4**

Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T4 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
G	T4 395-455	Mid-level Specialist: Jobs at this level are likely to provide independent specialised technical service requiring general application of practices, techniques, concepts and theoretical principals from the relevant discipline. They will develop solutions to variety of problems of moderate scope and complexity	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. - VQF Level 7- 8
			Experience	G ADVANCED The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (9 – 10 years' relevant experience)
			Complexity	C. DEFINED The end results required and policy frameworks are defined but independent thought is necessary to coordinate conflicting demands and optimise efficiency.
			Scope	B. RELATED Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	D. GENERAL INSTRUCTIONS Work is subject to general instructions only, and specific completion targets are normally specified. Progress reviews are usually undertaken but in most instances assistance by a superior is given only when requested.
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)
			Interpersonal Skills	C. ADVISE / SUPERVISE Discusses and seeks cooperation from people in other areas of the organisation,

				and / or has some supervisory responsibility.
			Authority	A0. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.
			People Management	A 1. 0. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.

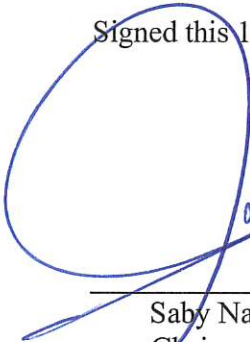
Table F. T3		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band F and the Technical pathway Level T3		
Band	Grade & Score	Jobwise Pathway Descriptor	Technical Pathway Level T3 Factor Descriptors (Technical pathway jobs requires highly specialised skills and qualifications, that is job specific)	
F	T3 335-394	First level specialist: First level of Technicians specialisation. Problems of moderate scope and complexity requiring analytical and creative input, initiative and judgement. Jobs at this level assess, investigate, analyse and interpret information.	Education	I. TERTIARY / SPECIALIST Requires a specialist diploma at under-graduate level or a generic university bachelor's degree, i.e., no specific discipline, or equivalent level of education. Requires a command of specialised technical or scholastic skills to analyse, evaluate and interpret. -VQF LEVEL 7
			Experience	G ADVANCED The job requires experience of a broad nature, above that of a skilled operator / technician. Normally involves an awareness of work activities beyond the immediate job situation and the impact of the job on these activities. (5 – 8 years' relevant experience)
			Complexity	B. PRACTICAL The application of Practical skills or acquired knowledge to undertake well-defined activity, but with the need for individual judgement.
			Scope	B. RELATED Supervision of others required and / or coordination of resources and process (human / physical / financial), or some degree of influence within the unit.
			Problem Solving	C. ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	B. INSTRUCTIONS Detailed instructions are given on a range of tasks, but the jobholder has some freedom to determine the order of tasks to be commenced. Work is closely monitored and checked regularly.
			Impact of Decisions	A. IMPACT Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatu terms of less than VT 7,000. (the cost of the individual's own time)
			Interpersonal Skills	B. RELATE (HIGH) Discusses work with employee and communicates information to other people

			People Management	A 1. 0. Controls no staff. At middle and upper levels, there may be a requirement to allocate tasks to others, possibly with limited supervisory responsibility, or with some involvement in training / guiding or project management.
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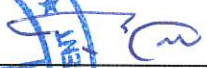
Table D. O4		The Job Classification Standards Table for the positions of the Dental Officers as assigned to Band D and the Operations pathway Level O4		
Band	Grade & Score	Jobwise Pathway Descriptor	Operations Pathway O4 Factor Descriptors (Jobs that related mostly to technical roles and trades requiring use of tools, equipment, machine, etc and applications of specialised knowledge and skills to analyse and solve technical problems)	
D	O4 236-285	Trades 2: Skilled trades or technical roles with accountability for results of and processes within portions of work or projects. Work under limited supervision performing moderately complex and Varied problems requiring judgement and interpretation.	Education	H. TERTIARY / DIPLOMA Requires 4 – 5 years' secondary schooling and a further full-time course of study for 2 – 3 years in a technical or specialized field; or significant and regular part-time courses of study extending over 5 or more years. Requires a wide range of specialized technical or scholastic skills to determine solutions. - VQF 4-6
			Experience	D. SEMI ROUTINE Routine work practices, but experience in dealing with exceptions and special circumstances required. Experience may be related to the specific task or involve wider issues affecting the organization's operations. Able to be mastered relatively quickly, within a year. (6 – 12 months' experience)
			Complexity	B. PRACTICAL The application of practical skills or acquired knowledge to undertake well-defined activities, but with the need for individual judgement.
			Scope	B. RELATED Supervision of others is not required, but close liaison with others is necessary in coordinating specific activities to achieve common objectives.
			Problem Solving	C.ROUTINE / VARIED Much of the work is routine but problems require reference to precedents and / or extensive interpretation of detailed instructions.
			Freedom to Act	C.PROCEDURES Work conforms to specified procedures and the results are clearly defined. Work is subject to in-progress review and guidance and assistance are readily available.
			Impact of Decisions	IMPACT A 1. Direct impact of a single discretionary decision causes minor impact, which can be expressed in vatv terms of less than VT 7,000. (The cost of the individual's own time)
			Interpersonal Skills	B. RELATE Discusses work with employees and communicates information to other people.
			Authority	A. FINANCIAL AUTHORITY No authority to commit routine expenditure or capital expenditure.

			People Management	A. STAFF RESPONSIBILITY There may be a requirement to allocate tasks to others, possibly with limited supervisory responsibilities. (up to 8 Staff)
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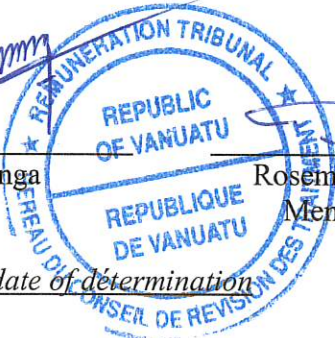
Signed this 17th day of December, 2024.




 Saby Natonga
 Chairman



 Rosemary Loena
 Member


 The seal is circular with the text "REPUBLIC OF VANUATU" at the top and "REPUBLICQUE DE VANUATU" at the bottom. The outer ring contains "RENUMERATION TRIBUNAL" and "BUREAU DU CONSEIL DE REVISION DES TRIBUTS".



 Nigel T. Malosu
 Member

Effective as of date of determination



PART 5 – THE SALARY STRUCTURE FOR THE POSITIONS OF DENTAL OFFICERS

[GRT Determination 10 of 2024: The Salary Structure for the positions of the Dental Officers as assigned to the Leadership career pathway Band J, Level L7, to the Technical pathway Band E – Band H, Level T2 – T5, and to the Operations pathway Band D Level O4]

GRT Determination 10 of 2024:

Table 5.1 – The Annual Salary for the positions of Dental Officers and the Registered Dental Officers.

VANUATU GOVERNMENT – GOVERNMENT REMUNERATION TRIBUNAL PUBLIC SERVICE COMMISSION

PERFORMANCE-BASED SALARY STRUCTURE

CAREER PATHWAY FOR A DENTAL OFFICER AND A REGISTERED DENTAL OFFICER				ANNUAL SALARY		
POSITION	VQF LEVEL	BAND/ LEVEL	GRADE	Minimum	Midpoint	Maximum
				1	2	3
Head of Dental	9	J L7	L DO 9	4,403,000	4,459,000	4,515,000
Senior Consultant	9	H T5	T DO 8	3,773,000	3,924,000	4,076,000
Consultant	9	G T4	T DO 7	3,318,000	3,470,000	3,621,000
Senior Registrar	8	G T4	T DO 6	2,864,000	3,015,000	3,167,000
Registrar	7	F T3	T DO 5	2,510,000	2,609,000	2,707,000
Dental Officer	7	E T2	T DO 4	2,312,000	2,312,000	2,312,000
Intern	7	E T2	T DO 3	2,213,000	2,213,000	2,213,000
Dental Technician	7	E T2	T DO 2	1,700,000	1,700,000	1,700,000
Dental Assistant	3-6	D O4	O DO 1	855,000	1,160,000	1,300,000

Signed this 17th day December, 2024.

Saby Natonga
Chairperson

Rosemary Leona
Member

Nigel T. Malosu
Member

Effective as of date of determination