

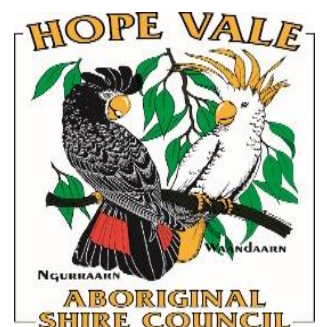
# HUMAN RESOURCES REPORT

## JANUARY 2022



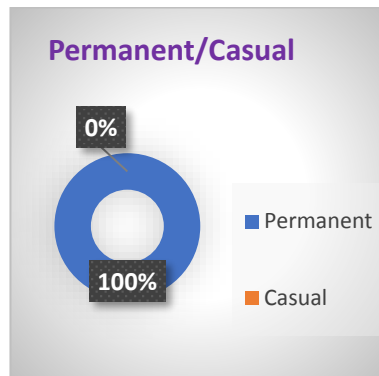
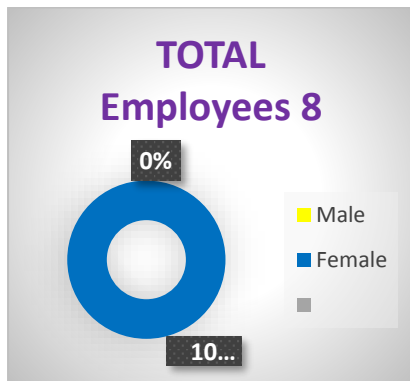
Report as of 31 December 2021

*Prepared by  
Rani Johnson*



# ADMINISTRATION DEPARTMENT

## Employment Outlook



Professional Development	16
New Intake	0
Resignations	0
Absent Hours	4.75
Work Cover Claims	0

## Average Leave Balances

Annual Leave	160.45 Hours	Sick Leave	370.59 Hours
Long Service Leave	317.76 Hours	Years of Service	9.34 Years

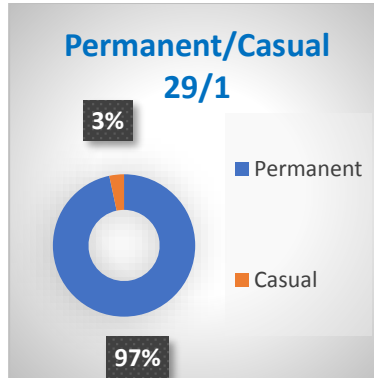
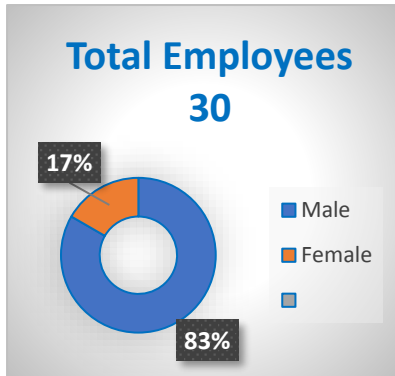
## Leave taken for the Month of December 2021

Annual Leave	356.00 Hours	Sick Leave	58.50 Hours
Long Service Leave	0 Hours	LWOP*	61.50 Hours

*\*LWOP – Leave without pay*

# OPERATIONS

## Employment Outlook



Professional Development	0 Hours
New Intake	0
Resignations	0
Absent Hours	40.50 Hours
<b>Work Cover Claims</b>	<b>1</b>

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## Average Leave Balances

Annual Leave	84.99 Hours	Sick Leave	322.86
Long Service Leave	190.74 Hours	Years of Service	9.05 Years

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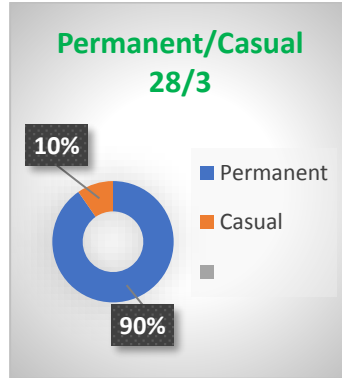
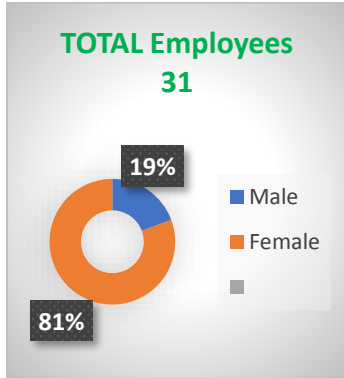
## Leave taken for the Month of December 2021

Annual Leave	2534.25 Hours	Sick Leave	959.00 Hours
Long Service Leave	211.00 Hours	LWOP*	1004.25 Hours

*\*LWOP – Leave without pay*

# SOCIAL SERVICES DEPARTMENT

## Employment Outlook



Professional Development	0 Hours
New Intake	0
Resignation	0
Absent Hours	298.50 Hours
<b>Work Cover Claims</b>	<b>1</b>

## Average Leave Balances

Annual Leave	34.37 hours	Sick Leave	74.84 Hours
Long Service Leave	113.68hours	Years of Service	5.66 Years

## Leave taken for the Month of December 2021

Annual Leave	1439.50 Hours	Sick Leave	83.75 Hours
Long Service Leave	28.50 Hours	LWOP *	54.75 Hours

*\*LWOP – Leave without pay*

