



CM Ref: SWD24/18549

Mr Gerard Hayes  
Secretary  
Health Services Union  
Level 2, 109 Pitt Street  
SYDNEY NSW 2000  
[secretary@hsu.asn.au](mailto:secretary@hsu.asn.au)

Dear Mr Hayes

I refer to the email dated 7 February 2024, sent to Ms Shareeza Mohammad, Industrial Officer, Public Health with the Health Services Union (HSU) to advise of the proposed change to the Staff Interpreters Manager, position description for the Health Languages Service, within the Multicultural Services, South Western Sydney Local Health District (SWSLHD).

The Staff Interpreters Manager is classified as a Health Manager Level 2. The position is responsible for the operational management of the interpreters across SWSLHD. The position has recently become vacant and recruitment to the position will commence in due course.

In keeping with the roles increasing operational management focus the proposed change to the selection criteria will include the possession of either NAATI Professional Interpreters, Translator accreditation, tertiary qualifications or experience deemed relevant, to be eligible for the position.

There are no other significant changes to the position description.

I am writing to provide an opportunity for any comments regarding the proposed change to position description by 23 February 2024. All comments may be sent through to my contact details below.

To move forward with implementation of the proposed position description I anticipate the recruitment process should begin from 26 February 2024.

If you would like to discuss the proposed changes further, please do not hesitate to contact me by email at [Katina.Varelis@health.nsw.gov.au](mailto:Katina.Varelis@health.nsw.gov.au) or by phone on 0423 293 047.

Yours sincerely

**Katina Varelis**  
Director, SWSLHD Multicultural Services

Date: 13 February 2024

encl. Current and Proposed Position Description

South Western Sydney Local Health District acknowledges the traditional owners of the land.

**South Western Sydney Local Health District**  
ABN 46 738 965 845