

## 2004

November						
S	S	M	T	W	T	F
		1	2	3	4	5
F10	6	7	8	9	10	11
F11	13	14	15	16	17	18
	20	21	22	23	24	25
F12	27	28	29	30		

December						
S	S	M	T	W	T	F
			1	2	3	
F12	4	5	6	7	8	9
F13	11	12	13	14	15	16
	18	19	20	21	22	23
F14	25	26	27	28	29	30

Christmas Closedown:

Last working day Wednesday 22 Dec 04

Uni Holidays 23, 24, 29, 30, 31 Dec 04

Public Holidays 27, 28 Dec 04, 3 Jan 05

28 (31 Dec 2004 not Uni Holiday for Trades & Services Staff)

## 2005

January						
S	S	M	T	W	T	F
F14	1	2	3	4	5	6
	8	9	10	11	12	13
F15	15	16	17	18	19	20
	22	23	24	25	26	27
F16	29	30	31			

February						
S	S	M	T	W	T	F
			1	2	3	4
F17	5	6	7	8	9	10
	12	13	14	15	16	17
F18	19	20	21	22	23	24
	26	27	28			

March						
S	S	M	T	W	T	F
			1	2	3	4
F19	5	6	7	8	9	10
	12	13	14	15	16	17
F20	19	20	21	22	23	24
	26	27	28	29	30	31

April						
S	S	M	T	W	T	F
	30					1
F21	2	3	4	5	6	7
	9	10	11	12	13	14
F22	16	17	18	19	20	21
	23	24	25	26	27	28

May						
S	S	M	T	W	T	F
F23	1	2	3	4	5	6
	7	8	9	10	11	12
F24	14	15	16	17	18	19
	21	22	23	24	25	26
F25	28	29	30	31		

June						
S	S	M	T	W	T	F
				1	2	3
	4	5	6	7	8	9
F26	11	12	13	14	15	16
	18	19	20	21	22	23
F1	25	26	27	28	29	30

July						
S	S	M	T	W	T	F
F1	30	31				1
	2	3	4	5	6	7
F2	9	10	11	12	13	14
	16	17	18	19	20	21
F3	23	24	25	26	27	28

August						
S	S	M	T	W	T	F
			1	2	3	4
	6	7	8	9	10	11
F4	13	14	15	16	17	18
	20	21	22	23	24	25
F5	27	28	29	30	31	

September						
S	S	M	T	W	T	F
					1	2
F6	3	4	5	6	7	8
	10	11	12	13	14	15
F7	17	18	19	20	21	22
	24	25	26	27	28	29

October						
S	S	M	T	W	T	F
	1	2	3	4	5	6
F8	8	9	10	11	12	13
	15	16	17	18	19	20
F9	22	23	24	25	26	27
	29	30	31			

November						
S	S	M	T	W	T	F
			1	2	3	4
F10	5	6	7	8	9	10
	12	13	14	15	16	17
F11	19	20	21	22	23	24
	26	27	28	29	30	

December						
S	S	M	T	W	T	F
						31
	3	4	5	6	7	8
F13	10	11	12	13	14	15
	17	18	19	20	21	22
F14	24	25	26	27	28	29

## 2006

January						
S	S	M	T	W	T	F
F14	1	2	3	4	5	6
	7	8	9	10	11	12
F15	14	15	16	17	18	19
	21	22	23	24	25	26
F16	28	29	30	31		

February						
S	S	M	T	W	T	F
			1	2	3	
F17	4	5	6	7	8	9
	11	12	13	14	15	16
F18	18	19	20	21	22	23
	25	26	27	28		

- Pay dates
- Payroll processing deadline
- Public Holidays
- Non Uni Holidays
- Uni holiday/closedown dates
- F? Pay periods

## Student & Staff Services Division

<b>Divisional Director</b>	Mr PS Marshall
<b>Strategy</b>	Director: Mr S Pollard
<b>Policy &amp; Consultancy</b>	Director: Mr A Picouleau
<b>Community Services</b>	Director: Mr R Coventry
<b>International &amp; Equity Services &amp; Systems</b>	Director: Ms S Wales
<b>HR Systems</b>	Director: Mr P Yates
<b>HR Services</b>	Manager: Mr Ian Kiddell Manager: Mr Paul Barton Operational Mgr: Ms Halina Oswald Executive Officer: Ms Cheryl Reid

## HR Teams

### Office of Vice-Chancellor, Deputy Vice-Chancellors

Halina Oswald x56854

### Science, MONYX, MSA, Monash Residential Services

#### Arts, Art & Design, Libraries

Narelle Jones	x56361	Katrina Halliday	x56312
Margaret Archibald	x56374	Amanda White	x56340
Kathryn Louey	x56324		

### Med, Nurs & Health Sci, Pharmacy, Fin Res M'tment,

### Corp Finance, Accident Res Centre, Law, Education

#### Facilities & Services, Animal Services

Susan Rupesinghe	x56369	Sharda Sethi	x56878
Paul Oswald	x56022	Leanne Jordan	x56311
John Denier	x56065	Tina Vlass	x56305
Tania Dodic	x56080		

### VTAC, Info Tech, Audit Risk, CHEQ, Solicitor,

### Public Affairs, Engineering, BusEco,

#### Student & Staff Services Division

Stephanie Murray	x56373	Bianca Taylor	x56023
Sharon Smiley	x56040	Marcela Marquardt	x56055

#### Gippsland

Margaret Pullin	x26434	Kelly Dunstan	x26228
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#### Other Staff Services:

- Senior Staff Remuneration - Anita Zanchetta x56993
- Senior Staff Appointments - John Noonan x56367
- WorkCover - Katherine Maniatakis x56034
- Superannuation - Maggie Cheah x56041
- Equity & Diversity Centre - Judy Suli x56923

## Public Holidays 2005

- New Year's Day - Monday 3 January
- Australia Day - Wednesday 26 January
- Labour Day - Monday 14 March - not uni holiday
- Good Friday - Friday 25 March
- Easter Saturday - Saturday 26 March
- Easter Monday - Monday 28 March
- Easter Tuesday - Tuesday 29 March uni holiday - not public holiday
- Anzac Day - Monday 25 April
- Queens' Birthday - Monday 13 June - not uni holiday
- Melbourne Cup - Tuesday 1 November - not uni holiday
- Christmas Day - Sunday 25 December\*
- Boxing Day - Monday 26 December\*

\*Substitute days may be proclaimed as holidays

Access to Staff Policies, Enterprise Agreements, & Staff Forms via the Staff Services Website:  
<http://www.adm.monash.edu.au/ssss.htm>

eServices:  
<https://staffserv.adm.monash.edu.au/ss/eServices/>

