



TASMANIAN STATE SERVICE NOTICES

PUBLISHED BY
AUTHORITY
ISSN 0039-9795

WEDNESDAY 20 JANUARY 2010

OVER THE COUNTER
SALES \$1.10
INCLUDING G.S.T.

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The State Service provides a reasonable opportunity to members of the community to apply for State Service employment.

Vacancies—General Information

Vacancy notices and job kits including statements of duties, selection criteria and an application form are available at:

www.jobs.tas.gov.au

All permanent and some Officer and fixed-term vacancies are advertised in these Notices and may also appear in State and National newspapers.

Applicants for a vacancy published in this Gazette edition (other than Senior Executive Service vacancies), should note that for a period of six months from the date of publication, the selection process for that vacancy may be used to fill subsequent or similar vacancies on the same conditions as originally published.

Tasmanian Government Gazettes are available for perusal at the Public Sector Management Office, 9th Floor, 144 Macquarie Street, Hobart and in the reference section of major branches of the State Library.

Tasmanian Government Gazettes are available for sale from Print Applied Technology Pty Ltd, 123 Collins Street, Hobart and Birchalls Newsagency, The Mall, Launceston.

Further Information

Applicants are strongly advised to seek further information including the statement of duties, from the www.jobs.tas.gov.au site or the enquiries person specified in the vacancy concerned. In addition there is information available on the selection process, interviews, post-selection counselling and conditions of employment from the www.jobs.tas.gov.au site or the enquiries person. Application forms are available from the www.jobs.tas.gov.au site and from the Agency that has advertised the vacancy.

Submission of Applications

Applications will close 9 calendar days after the date of publication in the Gazette unless otherwise stated.

Late applications may be accepted at the discretion of the Head of Agency.

Fixed-Term Appointment

Fixed-term appointment for a specified term or for the duration of a specified task may be obtained by:—

- responding to advertisements for fixed-term appointment placed in these notices;
- expressions of interest in registration on an Agency's fixed-term employment register;

Fixed-Term Employment Registers

An expression of interest in registration on a fixed-term employment register may be lodged with an Agency in response to an advertisement placed in these Notices or the www.jobs.tas.gov.au site. A list of currently operating registers is also available from this site.

Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

or fax to (03) 6216 4294. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6233 6110

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

The only way to place a State Service vacancy, direct selection and staff movement notices is through the www.jobs.tas.gov.au system. If you wish to place a vacancy, direct selection and/or staff movement notice and do not have a www.jobs.tas.gov.au system log on, please contact your Human Resource Manager or the Public Sector Management Office on telephone (03) 6233 6687 or email: jobsadmin@dpac.tas.gov.au

Order Information

When using this facility please ensure your order and a copy of the material or vacancy reference are faxed to Print Applied Technology Pty Ltd on (03) 6216 4294

Deadlines

Government Gazette :—
Copy must be received by Print Applied Technology Pty Ltd by **last mail or 4pm Friday** prior to publication.

State Service Notices—Vacancy, Direct Selection and Staff Movement Notices:—Information is to be entered on the jobs system by **6 p.m. Friday** prior to publication
Telephone (03) 6233 6687

Deadlines will be strictly adhered to
Subscription or account enquiries phone (03) 6233 3148

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Arts Tasmania

Administration and Systems Assistant (705501).

Applications Close:—Friday, 29 January 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Duties:—To undertake wide-ranging administrative and information systems functions and assist in the general day-to-day running of the Arts Tasmania office.

This will include assisting in the administration of projects in support of the objective of Arts Tasmania and its arts@work business unit in promoting quality Tasmanian arts practice that achieves international recognition.

Desirable Requirements:—Current driver's licence.

Enquiries to Laura Harper for a copy of the Statement of Duties on (03) 6233 6302 or email Laura.Harper@

arts.tas.gov.au. For further information about the vacancy, please contact Steve Kyne, Deputy Director, Department of Economic Development, Tourism and the Arts, phone (03) 6233 7306, email Steve.Kyne@arts.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5797, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications must address the Selection Criteria outlined in the Statement of Duties.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

INDUSTRY DEVELOPMENT DIVISION

Export and Enterprise Development

Project Officer (424880).

Applications Close:—Monday, 1 February 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—To support the work of the Business and Skilled Migration section with a focus on developing and implementing mechanisms to assist newly arrived business and skilled migrants successfully settle in Tasmania.

Desirable Requirements:—A current drivers licence.

Enquiries to Tim Lovibond for a copy of the Statement of Duties on (03) 6233 5571 or email tim.lovibond@development.tas.gov.au. For further information about the vacancy please contact Alan Campbell, General Manager Export and Enterprise Development, Department of Economic Development, Tourism and the Arts, phone (03)6233 5790, email alan.campbell@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5797, fax (3) 6233 5703, email applications@development.tas.gov.au.

Application must address the Selection Criteria outlined in the Statement of Duties.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

INDUSTRY DEVELOPMENT DIVISION

Regional Development

Client Manager (424873).

Applications Close:—Friday, 29 January 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Deliver sustainable economic benefits through implementation and delivery of selected strategies, programmes, and services targeted at enterprises in Southern Tasmania to maximise employment, investment and growth outcomes in accordance with the Government's Industry Development Plan and broader economic objectives.

Desirable Requirements:—Relevant tertiary, or industry recognised qualifications or experience, and/or professional affiliations.

Current motor vehicle licence.

Enquiries to Susan Molyneux for a copy of the Statement of Duties on (03) 6233 9529 or email Susan.Molyneux@development.tas.gov.au. For further information about the position please contact Melissa Ford, A/Manager Southern Region, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5768, email melissa.ford@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 9539, email applications@development.tas.gov.au.

Applications must address the selection criteria outlined in the Statement of Duties.

EDUCATION

COMMUNITY KNOWLEDGE NETWORK

*LINC*s West

Burnie LINC

Burnie Group

Online Access Centre Coordinator (700017).

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time 24 hours per fortnight from ASAP to 30 June 2010.

Location:—Redpa Online Access Centre.

Description of the Role:—To co-ordinate the day-to-day operations of an Online Access Centre.

Essential Requirements:-

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check for—crimes of violence, Sex related offences, Serious drug offences.

Desirable Requirements:—Certificate IV in Workplace Training and Assessment.

Applicants should forward an Application for Employment form, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form.

Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Sarah Cuthbertson, Department of Education, phone (03) 6457 1292, email sarah.cuthbertson@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

STRATEGIC POLICY AND PERFORMANCE

Liaison and Children's Projects

Children and Family Centres Project

Social Inclusion Community Liaison Officer (964136).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from ASAP to 30 June 2010.

Location:—Burnie.

Description of the Role:—Work with other project members to ensure networks and relationships in communities are established to increase social inclusion for excluded groups and individuals in designated areas by identifying the barriers to participation through community engagement. Assist with the establishment of Tasmanian Government social infrastructure including, in particular the Children and Family Centres (CFCs).

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment check before taking up the appointment, promotion or transfer.

Applicants should forward an Application for Employment form, with a statement addressing the selection criteria, relevant personal details and work history.

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form.

Enquiries to Bridget Hutton, Department of Premier and Cabinet, phone (03) 6232 7142, email Bridget.Hutton@dpac.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

Asset Management Services

Asset Strategies

Project Officer (519161).

Applications Close:—Friday, 29 January 2010.

Salary:—\$53,384 – \$62,872 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Fixed-term full-time day work from as soon as possible until 31 October 2010.

Location:—Hobart.

Duties:—Provide support to the Manager, Infrastructure Investment by collecting, collating, analysing and presenting information required to develop strategic asset plans that respond appropriately to service development needs. Provide administrative and consultative support to senior staff in

undertaking a diverse range of projects as required as part of the Asset Strategies team within Facilities Management.

Desirable Requirements:—Demonstrated knowledge of and experience in project management practices including stakeholder liaison and resource management. Demonstrated planning, organisation and co-ordination skills, together with the ability to assist with the development, analysis and review of policy and planning initiatives. Well developed personal communication skills including conflict prevention and resolution skills, and the ability to consult and liaise in a manner which is clear, fluent and makes a positive impression on others.

Enquiries to Sue Ashlin, Department of Health and Human Services, phone (03) 62334848, email suzanne.ashlin@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

BUSINESS SERVICES NETWORK

IT Services

Senior IT Officer, Service Centre (500379).

Applications Close:—Friday, 29 January 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, ICT 2.

Permanent full-time day work.

Location:—Hobart.

Duties:—As a senior member of the Client Services team, you will provide technical, and procedural support to the IS Service Centre Manager and team members, to ensure the finest quality of first and second level support for Information Services' clients through the Statewide IT Service Centre. These services include problem resolution, logging, escalation, and follow-up to completion and client satisfaction.

Desirable Requirements:—Demonstrated understanding of information technology client support issues. Demonstrated ability in ITC support (computer systems, network technical support, network administration, communication support, software and pc and peripheral support). Demonstrated conceptual, analytical and creative skills including the ability to identify relevant solutions and a strong understanding of working with changing priorities.

Enquiries to Julie Sanders, Department of Health and Human Services, phone (03) 6233 3965, email julie.sanders@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

CHIEF HEALTH OFFICER

Population Health

Administrative Assistant, Infection Control (516289a).

Applications Close:—Friday, 29 January 2010.

Salary:—\$42,877 – \$46,722 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 2.

Fixed-term part-time day work for 60.8 hours per fortnight (hours are negotiable) from ASAP until 10 December 2010.

Location:—Hobart.

Duties:—Provide a high level of administrative and clerical support to the Tasmanian Infection Prevention and Control Unit, Population Health. Ensure an efficient secretarial service including the provision of information to and from the office.

Desirable Requirements:—Ability to exercise judgement and discretion and to maintain confidentiality. Good communication skills, including the ability to function effectively as a member of a small team under pressured circumstances, to respond to enquiries courteously and discreetly and to effectively liaise with senior personnel. Ability to prioritise workload to work calmly and effectively in order to meet deadlines.

Enquiries to Brett Mitchell, Department of Health and Human Services, phone (03) 6222 7779, email brett.mitchell@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

FINANCE AND BUSINESS PERFORMANCE

Financial Services

Finance Services Officer (Accounts Payable)—3 Vacancies.

Applications Close:—Friday, 29 January 2010.

Salary:—\$42,877 – \$46,722 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 2.

Vacancy No. 500640.

Permanent full-time day work.

Location:—Hobart.

Vacancy No. 500635.

Permanent full-time day work.

Location:—Hobart.

Vacancy No. 518556.

Fixed-term full-time day work from ASAP until 24 December 2010.

Location:—Hobart.

Duties:—The Finance Services Officer is required to undertake administrative, transactional and reconciliation processes for the Department in accordance with relevant service standards, legislation and Departmental policies and procedures.

Desirable Requirements:—An operational knowledge or ability to acquire that knowledge, of financial instructions, legislation and accounting policies and procedures. Demonstrated ability to undertake a wide-range of financial

and clerical duties with a stakeholder focus to a high degree of accuracy, including an ability to prioritise work and meet deadlines. Well developed interpersonal, communication, negotiation and conflict resolution skills including the ability to communicate with a diverse range of clients, staff and business organisations.

Enquiries to Chris Honner, Department of Health and Human Services, phone (03) 6236 5864, email chris.honner@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Child and Family Health Nurse (519176).

Applications Close:—Friday, 29 January 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time day work (38 hours per fortnight).

Location:—Children and Family Services, North West.

Duties:—Within a Primary Health Care framework and in accordance with the philosophy of Child Health and Parenting Service, Agency policy and legal requirements, the Child and Family Health Nurse will: provide assessment, care and support to individuals and groups; undertake all aspects of early identification and early intervention activities and participate in community development and health promotion activities. work location is at multiple sites in a relief capacity, including the West Coast.

Desirable Requirements:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same. Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice. Demonstrated clinical skills appropriate to the area of family and child health nursing.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Current Drivers Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Cherie Neilson, Department of Health and Human Services, phone (03) 6434 6461, email cherie.neilson@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Child and Family Health Nurse—3 Vacancies (500918,500937,500947).

Applications Close:—Friday, 29 January 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time day work (30.4 and 38 hours per fortnight). Full time hours across 2 positions may be considered by negotiation).

Location:—Children and Family Services, South East.

Duties:—Within a Primary Health Care framework and in accordance with the philosophy of Child Health and Parenting Service, Agency policy and legal requirements, the Child and Family Health Nurse will: provide assessment, care and support to individuals and groups; undertake all aspects of early identification and early intervention activities and participate in community development and health promotion activities.

Desirable Requirements:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same. Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice. Demonstrated clinical skills appropriate to the area of family and child health nursing.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Current Drivers Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Beverley Thomson, Department of Health and Human Services, phone (03) 6230 7956, email beverley.thomson@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Service Coordinator (511094).

Applications Close:—Friday, 29 January 2010.

Salary:—\$53,384 – \$62,872 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Fixed-term full-time day work (See Note below).

Location:—Disability Services, Hobart.

Note: This role is from ASAP until 30 June 2010, or until the duties of Service Coordinator (511094) are transferred to the Non Government Sector, under the Human Services Reform Programme, whichever is the sooner.

Duties: Plan, organise, co-ordinate, and monitor services provided to the client that effectively meet individual client needs.

Desirable Requirements:—Sound knowledge or the ability to quickly acquire this of the disability field and service co-ordination practices, together with demonstrated ability in working with people with disabilities, their families, service providers, advocates and other key stakeholders. Demonstrated commitment and ability to enhance the image of and opportunities for people with disabilities. Well-developed written, oral communication and interpersonal skills, together with the demonstrated capacity to utilise various Microsoft word processing, excel and database software packages.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Karen Keogh, Department of Health and Human Services, phone (03) 6230 7600, email karen.keogh@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Training Coordinator (513522).

Applications Close:—Friday, 5 February 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

Permanent part-time day work (60.8 hours per fortnight).

Location:—Ashley Youth Detention Centre, Deloraine.

Duties:—Responsible for the development, implementation and evaluation of staff training and professional development activities that support the service and operational requirements of Ashley Youth Detention Centre (AYDC).

Desirable Requirements:—Sound understanding of and experience in the design, implementation and evaluation of training and professional development programmes within a legislative framework preferably in a large organisation with demonstrated commitment to staff training and professional development. Sound presentation skills with the ability to make an immediate positive impression on others and to communicate in a manner which comes across with presence and credibility and holds the audience's attention including internal staff and external service providers. Excellent written and verbal communication skills and well developed interpersonal skills. The ability to effectively empower others by investing them with the authority and latitude to accomplish tasks effectively.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Terry Whiteley, Department of Health and Human Services, phone (03) 6362 8808, email terry.whiteley@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Mersey Community Hospital

Coordinator Manual Handling and Emergency Management Education (517781).

Applications Close:—Friday, 5 February 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

Permanent part-time day work, working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Mersey Community Hospital.

Duties:—Develop, conduct and evaluate the Hospital's Manual Handling Education Programme to achieve the objectives. Provide manual handling training to managers, supervisors and staff and assist in the prevention of injury from manual handling tasks through a process of risk identification, assessment and control. Provide Emergency Management training and education to all staff on emergency procedures that meet current standards. Assist the North West Area Health Service (NWAHS) Executive in ensuring the hospital complies with relevant legislation.

Desirable Requirements:—Appropriate qualifications in manual handling management, emergency management and workplace training or working towards obtaining these qualifications. Demonstrated experience in the development and delivery of manual handling training in health industry or other large multidisciplinary organisation along with knowledge and experience in management of patient manual handling issues in a health care setting. Well developed consultation, communication, group facilitation and negotiation skills including the ability to effectively present training to staff across a number of disciplines.

Enquiries to John England, Department of Health and Human Services, phone (03) 6430 6981, email john.england@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*Mersey Community Hospital***Manager Podiatry (519179).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$98,116 pro rata.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional Manager, Level 5, Grade 1.

Permanent part-time day work, working 38 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Mersey Community Hospital/Devonport Community Centre.

Duties:—Responsibility for planning and management, including financial, physical and human resource management of the Podiatry Service provided for the clients of the North West Area Health Service (NWAHS). In accordance with Agency policy and legal requirements provide leadership and direction in the strategic development and management of Podiatry Services in the NWAHS.

Essential Requirements:—Degree or Diploma from a recognised tertiary institution and registered or eligible for registration by the Tasmanian Podiatrist Registration Board.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Ruth Chalk, Department of Health and Human Services, mobile 0438519453, email ruth.chalk@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*North West Regional Hospital***Clinical Nurse (502159).**

Applications Close:—Friday, 5 February 2010.

Salary:—\$65,595 – \$69,363 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 2.

Permanent part-time shift work, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—To provide advanced clinical care that is in accordance with requirements and meets the psychological, physical and spiritual needs of patients, and collaborates with other members of the health care team to ensure the delivery and evaluation of nursing care.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Christine Fisher, Department of Health and Human Services, phone (03) 6430 6553, email christine.fisher@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*North West Regional Hospital***Clinical Nurse (502156).**

Applications Close:—Friday, 5 February 2010.

Salary:—\$65,595 – \$69,363 p.a.

Nurses (TPS) Award, Registered Nurse, Level 2.

Permanent full-time shift work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—To provide advanced clinical care that is in accordance with requirements and meets the psychological, physical and spiritual needs of patients, and collaborates with other members of the health care team to ensure the delivery and evaluation of nursing care.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Christine Fisher, Department of Health and Human Services, phone (03) 6430 6553, email christine.fisher@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

*North West Regional Hospital***Registered Nurse (502240).**

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 p.a.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent full-time shift work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Registered Nurse (502253).

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Fixed-term part-time shift work, working 48 hours per fortnight, commencing 1 February 2010 to 29 August 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification Check and disciplinary action in previous employment check.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Registered Nurse (502244).

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent part-time shift work, working 32 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification Check and disciplinary action in previous employment check.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Registered Nurse (502236).

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 p.a.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent full-time shift work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification Check and disciplinary action in previous employment check.

Enquiries to Christine Fisher, Department of Health and Human Services, phone (03) 6430 6553, email christine.fisher@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Registered Nurse—2 Vacancies.

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 p.a.

Nurses (TPS) Award, Registered Nurse, Level 1.

Vacancy No. 519207.

Permanent part-time shift work (fully rotational), working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519208.

Permanent part-time shift work (fully rotational), working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—All Nursing positions must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing. Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification Check and disciplinary action in previous employment check.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Business Manager (519197).

Applications Close:—Friday, 29 January 2010.

Salary:—\$65,248 – \$68,223 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 5.

Permanent full-time day work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Nursing Services.

Duties:—Participates in the management of the Launceston General Hospital with particular responsibility for budget, financial management and related advice to the Director of Nursing, Nursing Services and the CEO to ensure the cost effective provision and utilisation of financial, human and material resources, in liaison with the service heads.

Desirable Requirements:—A high level of skills and experience in financial, budget and material resource management including demonstrated high level ability to work with computer support systems. Extensive experience in rostering, including the ability to create, identify and extend line rotations, database management, staffing establishment and staffing skill mix. Well developed skills and experience in the supervision of staff. A knowledge and understanding of the provision and delivery of Health Services applicable to the Launceston General Hospital.

Enquiries to Robyn Liddington, Department of Health and Human Services, phone (03) 63487901, email robyn.liddington@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Registered Nurse—9 Vacancies.

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 p.a.

Nurses (TPS) Award, Registered Nurse, Level 1.

Vacancy No. 519198.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519199.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519200.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519201.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519202.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519203.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519204.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519205.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Vacancy No. 519206.

Permanent part-time shift work (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care/Coronary Care Unit.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—All Nursing positions must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing. Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Ward Clerk (504108).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$42,877 – \$46,722 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 2.

Permanent full-time day work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Ward 4K.

Duties:—To provide an effective and efficient clerical, administration and reception support in the hospital wards, with functions undertaken under general direction, based on established procedures and practice. To provide an effective front line service to the public.

Desirable Requirements:—Ability to organise and prioritise workflow unsupervised according to demand. A comprehensive knowledge of hospital resources with ability to co-ordinate and implement clerical procedures and policies at unit level assisting medical/nursing staff and clients. Well developed interpersonal and high level of communication skills with the ability to participate in a multi disciplinary teamwork environment.

Enquiries to Sonja Leonard, Department of Health and Human Services, phone (03) 63487053, email sonja.leonard@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Director of Nursing (St Marys) (507406).**

Applications Close:—Friday, 5 February 2010.

Salary:—\$86,319 p.a.

Nurses (TPS) Award, Registered Nurse, Level 5, Grade 1.

Permanent full-time day work.

Location:—St Marys Community Health Centre.

Duties:—Manage a range of community and hospital based services provided from the relevant site, including the management of resources and undertaking a leadership role in ensuring that clinical practice is in accordance with Agency performance objectives and community expectations. Facilitate the development and maintenance of strong communication links within the Agency and other government and non government agencies, community health service providers and other key groups and consumers regarding health service priorities. In collaboration with the ADON Clinical Performance develop and implement on-going quality improvement and client safety programmes, and as part of a senior clinical practice management group, contribute to broader clinical management and service delivery issues, including policy review and the development of strategies to meet current and future service priorities.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Maribeth Harris, Department of Health and Human Services, phone (03) 6336 5502, email maribeth.harris@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Enrolled Nurse, Casual (St Marys) (512951a).

Applications Close:—Friday, 5 February 2010.

Salary:—\$47,703 – \$50,454 pro rata.

Nurses (TPS) Award, Enrolled Nurse, Level 2.

Fixed-term casual shift work, as and when required, commencing as soon as possible to 13 February 2012.

Location:—St Marys Community Health Centre.

Duties:—In accordance with primary health care principles, Agency policies, legal requirements and ANMC competencies the Enrolled Nurse provides direct and indirect nursing care to the client under the direction and supervision of a Registered Nurse.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practice as a Medication Endorsed Enrolled Nurse in Tasmania.

A current drivers licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Shaun Probert, Department of Health and Human Services, phone (03) 6372 2111, email smchcmanager@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Radiographer (504582).

Applications Close:—Friday, 29 January 2010.

Salary:—\$69,974 – \$80,262 pro rata.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent part-time day work, working 64 hours per fortnight.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Responsible for the use of ionizing and non-ionizing radiation to provide images of the highest diagnostic value.

Essential Requirements:—Entitled to be granted registration in Tasmania by the Medical Radiation Science Professionals Registration Board (MRSPRB).

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6352 5522, email sue.bucher@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Registered Nurse (514016).

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 p.a.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent full-time shift work (fully rotational).

Location:—Flinders Island Multi Purpose Centre.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Barry Herberts, Department of Health and Human Services, phone (03) 6359 2122, email barry.herberts@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Registered Nurse (518112).

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,012 – \$64,842 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.
 Permanent part-time shift work (fully rotational), working 40 hours per fortnight.
 Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6352 5522, email sue.bucher@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Registered Nurse (519172).

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,012 – \$64,842 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent part-time shift work (fully rotational), working 46 hours per fortnight.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6352 5522, email sue.bucher@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Ward Clerk (504584).

Applications Close:—Friday, 29 January 2010.

Salary:—\$42,877 – \$46,722 pro rata.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 2.

Fixed-term part-time day work, commencing 1 February 2010 to 2 January 2011 working 16 hours per fortnight.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Provide clerical and receptionist support to NESM Hospital, provide a front line service to the general public, and receive and process all direct admissions/discharges for the ward/unit.

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6352 5522, email sue.bucher@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Clinical Nurse (516243).

Applications Close:—Friday, 29 January 2010.

Salary:—\$65,595 – \$69,363 p.a.

Nurses (TPS) Award, Registered Nurse, Level 2.

Permanent full-time and part-time, shift worker commencing ASAP.

Location:—South.

Duties:—Co-ordinates and delivers advanced nursing care based on best practice principles and legal requirements within the multidisciplinary environment. Assists in the provision of quality patient care by participating in the education, guidance and support of other staff.

Desirable Requirements:—Demonstrated advanced clinical competence in the Emergency Department area.

Ability to utilise an advanced level of written, verbal and interpersonal skills in all aspects of the role.

Demonstrated ability to apply the legal requirements, relevant policies and procedures to the practice setting.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Don Burton, Department of Health and Human Services, phone (03) 6222 8425, email don.burton@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Clinical Nurse, TCU (515251).

Applications Close:—Friday, 5 February 2010.

Salary:—\$65,595 – \$69,363 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 2.

Permanent part-time shift work, working 64 hours per fortnight, commencing ASAP.

Location:—South.

Duties:—Functions as an advanced clinical practitioner within the Transition Care Unit, ensuring efficient and effective provision of care based on best practice principles within a collaborative and multidisciplinary practice framework.

Provides management support to the Nurse Unit Manager (NUM) including participation in staff education and the management of staff performance.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Jenny Batt, Department of Health and Human Services, phone (03) 6222 7829, mobile 0417 126 910, email jennifer.batt@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Customer Service Officer (509339).

Applications Close:—Friday, 29 January 2010.

Salary:—\$42,877 – \$46,722 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 2.

Fixed-term casual day work, commencing ASAP until 28 January 2011.

Location:—South.

Duties:—The Customer Service Officer Relief position provides relief 'as and when' required for the clerical functions in the Patient Information Management Services which provides clerical support sites throughout the Royal Hobart Hospital and its outlying areas.

Desirable Requirements:—Demonstrated clerical experience with the ability to work within set Departmental policies and procedures.

Demonstrated ability to enter data accurately and rapidly onto computerised systems with knowledge of health information systems an advantage.

Demonstrated ability to set priorities and work with flexibility, speed and accuracy in a public environment with a demanding schedule.

Essential Requirements:-.

Enquiries to Rhonda Boulter, Department of Health and Human Services, phone (03) 6222 8248, email [rhonda.boulter@dhhs.tas.gov.au](mailto:boulter@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Enrolled Nurse, GEM and TCU (515261).

Applications Close:—Friday, 5 February 2010.

Salary:—\$47,703 – \$50,454 p.a.

Nurses (TPS) Award, Enrolled Nurse, Level 2.

Permanent full-time (part-time hours will be considered), shift work, commencing ASAP.

Location:—South.

Duties:—In accordance with Agency policies and legal requirements, the Enrolled Nurse delivers direct patient/client care of a prescribed recurrent nature under the supervision of a Registered Nurse.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practice as a Medication Endorsed Enrolled Nurse in Tasmania.

Enquiries to Jenny Batt, Department of Health and Human Services, phone (03) 6222 7829, mobile 0417 126 910, email jennifer.batt@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Food Service Officer (Relief Pool) (507950).

Applications Close:—Friday, 29 January 2010.

Salary:—\$36,266 – \$37,915 pro rata.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 2.

Fixed-term casual day work, commencing ASAP until 1 December 2010.

Location:—Royal Hobart Hosp Liverpool St.

Duties:—We are seeking a self motivated individual to help relieve in the Royal Hobart Hospital's Cafeteria. The duties will include food preparation, production, plating service, ware washing, and cleaning duties in the provision of catering services to patients, visitors and staff of the hospital.

Desirable Requirements:—Knowledge and experience and/or relevant TAFE qualifications in food preparation and production including knowledge of cook-chill procedures. Understanding and experience of working in a large organisation.

A knowledge and understanding of general food handling and food hygiene regulations. Proven ability to maintain all work areas and equipment in a hygienic state.

Ability to maintain a high standard of personal cleanliness and hygiene.

Enquiries to Malcolm Sutcliffe, Department of Health and Human Services, phone (03) 6222 8696, email malcolm.sutcliffe@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Registered Nurse—2 Vacancies.

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 p.a.

Nurses (TPS) Award, Registered Nurse, Level 1.

Vacancy No. 509844.

Permanent full-time shift work, working 76 hours per fortnight, commencing ASAP.

Location:—South.

Vacancy No. 509820.

Permanent part-time shift work, working 40 hours per fortnight, commencing ASAP.

Location:—South.

Duties:—The Maternity Unit is seeking a self motivated and patient/client focused person. The employee will support the maternity team and strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—All Nursing positions must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing. Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

Enquiries to Becky French, Department of Health and Human Services, phone (03) 6222 8299, email matgynae@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Registered Nurse (509557).

Applications Close:—Friday, 5 February 2010.

Salary:—\$49,012 – \$64,842 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent part-time day work, working 64 hours per fortnight.

Location:—South.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Nicki West, Department of Health and Human Services, phone (03) 6222 7007, email nicole.west@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Senior Counsellor/ Educator (513424).

Applications Close:—Friday, 29 January 2010.

Salary:—\$69,974 – \$80,262 p.a.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent full-time day worker, commencing ASAP.

Location:—South.

Duties:—Social Worker/Psychologist, experienced in provision of one on one counselling on sexual health issues and to provide counselling services to the clients of the Sexual Health Service. Position also provides co-ordination of counselling and educational services for the Sexual Health Service statewide.

Essential Requirements:—Satisfactory completion of an appropriate course of study at a recognised tertiary institution.

Enquiries to Dr Maree O'Sullivan, Department of Health and Human Services, phone (03) 6233 3557, email maree.o'sullivan@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Speech Pathologist (519104).

Applications Close:—Friday, 29 January 2010.

Salary:—\$45,535 – \$73,058 p.a.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 1-2.

Fixed-term part-time day work, working up to 40 hours per fortnight, commencing ASAP until 24 December 2010.

Location:—South.

Duties:—Provide assessment and treatment to clients with communication and swallowing disorders within the clinical divisions and outpatient services of The Royal Hobart Hospital.

Essential Requirements:—Degree or diploma in Applied Science, Speech Pathology or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Sue Alexander, Department of Health and Human Services, phone (03) 6222 8054, email susan.alexander@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Community Health Nurse (505567).

Applications Close:—Friday, 29 January 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time day work.

Location:—Repatriation Centre, Hobart.

Duties:—An experienced Community Health Nurse is required for a fulltime day position in a busy urban Community Health Nursing service. The Community Health Nurse provides nursing care to individuals and families, in their homes and in clinics, participates in community needs assessments and the development and implementation of health promotion programmes. We are looking for a creative Nurse who enjoys working within a team and is able to plan and deliver health services accordingly.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Current Drivers Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Anne Correy, Department of Health and Human Services, phone 62227602, email anne.correy@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Community Health Nurse (506530).

Applications Close:—Friday, 29 January 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time working 32 hours per fortnight (weekends).

Location:—Repatriation Centre, Hobart.

Duties:—An experienced Community Health Nurse is required for weekend work within a busy urban Community Health Nursing service. The community Health Nurse provides nursing care to individuals and families, in their homes and in clinics, participates in community needs assessments and the development and implementation of health promotion programmes. We are looking for a creative Nurse who enjoys working within a team and is able to plan and deliver health services accordingly.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Current Drivers Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Anne Correy, Department of Health and Human Services, phone 62227602, email anne.correy@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Community Occupational Therapist (505489).

Applications Close:—Friday, 29 January 2010.

Salary:—\$69,974 – \$80,262 p.a.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent full-time day work.

Location:—Repatriation Centre, Hobart.

Duties:—The Community Occupational Therapist will provide an efficient and effective occupational therapy service to aged and disabled clients in the community. You will contribute to programme development and service delivery including, Health Promotion projects in the district in which the Occupational Therapist works and education and supervision of support staff and students as required. You will assess clients identified with, or at risk of, occupational dysfunction

and develop, implement and evaluate an appropriate therapy plan in active partnership with the client. You will document assessments and therapy provision, and manage records in accordance with organisational requirements.

Essential Requirements:—Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia. (Australian Association of Occupational Therapists).

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Linda Osborne, Department of Health and Human Services, phone 6222 7253, email linda.osborne@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Domestic Services Officer (506099).

Applications Close:—Friday, 29 January 2010.

Salary:—\$37,809 – \$38,933 pro rata.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 3.

Fixed-term casual day work (hours as and when required) commencing ASAP for a period of 2 years.

Location:—Esperance Multipurpose and Health Centre.

Duties:—The Domestic Services Officer will assist the Health Care Team in providing care to the Residents /Patients by preparation of food and other domestic duties such as cleaning within the facility. You will assist in maintaining a clean, happy and safe home like environment for residents/patients and staff at the centre, and work within the philosophy of the EMPHC to achieve the highest possible standard of care.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Pam Welsh, Department of Health and Human Services, phone (03) 6298 9200, email pamela.welsh@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Health Care Assistant—2 Vacancies.

Applications Close:—Friday, 29 January 2010.

Salary:—\$38,264 – \$42,315 pro rata.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 4.

Vacancy No. 517340.

Permanent part-time day work, working 38 hours per fortnight.

Location:—Central Highlands Community Health Centre.

Vacancy No. 519174.

Permanent part-time day work, working 38 hours per fortnight.

Location:—Central Highlands Community Health Centre.

Duties:—The Health Care Assistant under the supervision of a Registered/Community Nurse will provide assistance to clients with a range of activities of daily living that a person would normally do for themselves. You will assist with personal grooming and hygiene, toileting, shaving, hair washing, brushing teeth, dressing and undressing. You will assist with environmental care activities and other staff with lifting and repositioning of clients. You will deliver, collect and clean equipment and aids for clients for home use.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Sandy Carmichael, Department of Health and Human Services, phone (03) 6287 1301 option 1, email sandy.carmichael@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Clinical Nurse Consultant (501395).

Applications Close:—Friday, 29 January 2010.

Salary:—\$74,477 – \$79,725 p.a.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent part-time day work for 40 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—To provide comprehensive range of clinical services in sexual health including screening for sexually transmissible infections and blood borne virus management.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Dr Maree O'Sullivan, Department of Health and Human Services, phone (03) 6233 3557, email maree.o'sullivan@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

TASMANIAN AMBULANCE AND HEALTH TRANSPORT SERVICE

Ambulance Officer—2 Vacancies.

Applications Close:—Friday, 5 February 2010.

Salary:—\$47,819 – \$48,561 p.a.

Tasmanian Ambulance Service Award, Ambulance Officer (Certificate of Equivalence).

Vacancy No. 514033.

Permanent full-time shift worker (fully rotational).
Location:—North West Region.

Vacancy No. 516595.

Permanent full-time shift worker (fully rotational).
Location:—Southern Region.

Duties:—Provision of pre-hospital care and the transport of patients by Ambulance or other means.

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current Driver's Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Wolfie Rechberger, Department of Health and Human Services, phone (03) 63 365770, email wolfie.rechberger@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

TASMANIAN AMBULANCE AND HEALTH TRANSPORT SERVICE

Ambulance Officer (ALS)—2 Vacancies.

Applications Close:—Friday, 5 February 2010.

Salary:—\$53,792 – \$54,621 p.a.

Tasmanian Ambulance Service Award, Ambulance Officer (Advanced Life Support).

Vacancy No. 510592.

Permanent full-time shift worker (fully rotational).
Location:—North West Region.

Vacancy No. 518887.

Permanent full-time shift worker (fully rotational).
Location:—Southern Region.

Duties:—The provision of an advanced level of pre-hospital clinical care to the Tasmanian Community including the transport of patients by ambulance or other means.

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advanced Life Support programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current Driver's Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Wolfie Rechberger, Department of Health and Human Services, phone (03) 633 65770, email wolfie.rechberger@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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INFRASTRUCTURE, ENERGY AND RESOURCES

CORPORATE SERVICES DIVISION

Information Management

IT Procurement and Budget Coordinator (371509).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 36.75 hours per fortnight.

Location:—Hobart.

Duties:—Provide high level client focused Information, Communications and Technology (ICT) procurement services and budget support in accordance with Government policy. Contribute to the consolidation and management of output device lease agreements, review of software licence commitments, and the consolidation of corporate spreadsheets for the cost effective replacement of all ICT goods and services in DIER.

Enquiries to Heather Ring, Manager Information Management, Department of Infrastructure, Energy and Resources, phone (03) 6233 3839, email Heather.Ring@dier.tas.gov.au.

Applications to Jessica Kelly, HR Advisor, Department of Infrastructure, Energy and Resources, G P O Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email Jessica.Kelly@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

CORPORATE SERVICES DIVISION

*Information Management***Senior Records Officer (372014).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 36.75 hours per week.

Location:—Hobart.

Duties:—Contribute to the delivery of effective, efficient and quality corporate information management advice and services by developing and undertaking quality assurance processes and the promotion and training of staff in records management processes.

Desirable Requirements:—Completion of or progress toward a certificate in Records Management or equivalent.

Enquiries to Michael Adams, Manager Corporate Information Services, Department of Infrastructure, Energy and Resources, phone (03) 6233 5189, email Michael.Adams@dier.tas.gov.au.

Applications to Jessica Kelly, Human Resources, Department of Infrastructure, Energy and Resources, G P O Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email Jessica.Kelly@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

INFRASTRUCTURE POLICY AND PLANNING

*Infrastructure Planning***Principal Planning Analyst (371986).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 36.75 hours per week.

Location:—Hobart.

Duties:—Provide high level advice, manage assigned projects and conduct high level research and economic analysis regarding the development of integrated policies, strategies and plans on transport and land use issues associated with state and regionally significant transport system, infrastructure and strategic planning issues.

Desirable Requirements:—Relevant tertiary qualifications and/or experience in planning, geography or relevant discipline. Experience in GIS and transport and infrastructure planning or analysis.

Enquiries to Di Gee, Director Infrastructure Planning, Department of Infrastructure, Energy and Resources, phone (03) 6233 4867, email Di.Gee@dier.tas.gov.au.

Applications to Jessica Kelly, Human Resources, Department of Infrastructure, Energy and Resources, G P O Box 936 Hobart 7001, phone (03) 6233 2077, email Jessica.Kelly@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

MINERAL RESOURCES TASMANIA

*Information Systems and Geophysics***Section Leader Mineral Tenement Services (Spatial) (372336).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 36.75 hours per week.

Location:—Rosny Park.

Duties:—Manage and undertake spatial mineral tenement information projects and specialised GIS projects and liaise with other Government and private organisations regarding land tenure and mineral tenement cartographic services and information.

Essential Requirements:—An Advanced Diploma from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of work.

Desirable Requirements:—At least 5 years demonstrated practical experience in CAD and GIS, particularly relating to exploration/mining tenement data (or similar) and thematic mapping including experience in the supervising of staff and managing projects.

Enquiries to Bob Richardson, Manager Geoscience Information, Department of Infrastructure, Energy and Resources, phone (03) 6233 8324, email Robert.Richardson@dier.tas.gov.au.

Applications to Jessica Kelly, Human Resources, Department of Infrastructure, Energy and Resources, G P O Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email Jessica.Kelly@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

RACING SERVICES TASMANIA

*Racing Administration***Racing Operations Clerk (371530).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 36.75 hours per week.

Location:—Launceston.

Duties:—Provide high level clerical and administrative support to the Division to ensure the delivery of timely and accurate information to racing industry participants and the public.

Desirable Requirements:—A current driver's licence.

Enquiries to Michael Stiles, Handicapper/Grader, Department of Infrastructure, Energy and Resources, phone (03) 6336 2796, email mike.stiles@dier.tas.gov.au.

Applications to Jessica Kelly, HR Advisor, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email jessica.kelly@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

*Traffic and Infrastructure***Traffic Information Officer (370362).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$82,717 – \$91,369 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Permanent full-time 36.75 hours per week.

Location:—Hobart.

Duties:—Contribute to the outcomes of the Traffic and Infrastructure Branch by managing the operation of the traffic monitoring unit and ensure integrity in traffic movement reporting to stakeholders.

Essential Requirements:—Satisfactory completion of an appropriate graduate qualification at a recognised University.

Desirable Requirements:—Current Drivers Licence.

Enquiries to Jan Lang, Manager Traffic and Infrastructure, Department of Infrastructure, Energy and Resources, phone (03) 6233 8766, email Jan.Lang@dier.tas.gov.au.

Applications to Jessica Kelly, Human Resources, Department of Infrastructure, Energy and Resources, G P O Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email Jessica.Kelly@dier.tas.gov.au.

JUSTICE

TASMANIA PRISON SERVICE

Correctional Officer (Various).

Applications Close:—Friday, 5 February 2010.

Salary:—\$46,495 – \$51,304 p.a.

Correctional Officers Interim Agreement 2008, Correctional Officer, Probation.

Permanent full-time 76 hours per fortnight or Permanent part-time hours will be considered.

Location:—Hobart, Risdon, Launceston.

There are two (2) working arrangements, Full Shift Work and Day Work. On Full Shift Work you can earn from \$58,724 and on Day Work you can earn from \$46,495.

The Tasmania Prison Service is seeking men and women who are looking for a career in a dynamic, challenging and forward-looking organisation.

Correctional Officers come from a wide range of backgrounds including finance, trades and hospitality. They join us because the work is rewarding, diverse and absorbing. Although it's not without its challenges, being a Correctional Officer carries a large amount of job satisfaction and the knowledge that they are playing an active role in contributing to the rehabilitation and reintegration of prisoners whilst at the same time contributing to the safety of the Tasmanian community.

Working in a prison environment requires personal integrity, great communication skills, confidence, the ability to work in a team and life experience.

To find out more about the role of Correctional Officer go to <http://www.justice.tas.gov.au/prisonservice>. This website provides an overview of the type of work a Correctional Officer does, conditions of employment, salary, uniform, training, recruitment assessment stages and includes answers to frequently asked questions. Copies of the Statement of Duties for a Correctional Officer can also be downloaded from the

www.jobs.tas.gov.au <http://www.jobs.tas.gov.au/> website.

Prior training, experience or qualifications are not required for the role of Correctional Officer. Applicants bring their life skills and maturity to the job and the Tasmania Prison Service provides all the training needed to develop the skills and abilities needed for the job. You will need to be fit and pass a Criminal History Background check. You will also be assessed for your suitability to perform the duties of a Correctional Officer. If you are successful, in the first twelve months you will be enrolled and undergo on and off the job training to complete a nationally recognised qualification, the Certificate III in Correctional Practice (Custodial).

To be considered for a position applicants need only to send in a current Resume/Curriculum Vitae and Tasmanian State Service Application for Employment form.

To learn more about this challenging career you are invited to attend an information night in Hobart. Please contact Ms Alika Ertl on (03) 6216 8156 to obtain further information regarding date and venue for the information night.

Essential Requirements:—Physical fitness, medical suitability and psychological characteristics appropriate to the duties of Correctional Officer.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Alika Ertl, Administration Officer, Organisation Development and Compliance, Tasmania Prison Service, Department of Justice, phone (03) 6216 8156, email correctional.officer.recruiting@justice.tas.gov.au.

Applications to Daphne Webb, HR Officer, Department of Justice, G.P.O. Box 825 Hobart, Tasmania 700, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded please contact Ms Alika Ertl, on (03) 6216 8156.

Applications close on 5 February 2010. Please ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

JUSTICE

TASMANIA PRISON SERVICE

*Integrated Offender Management***Facilitator Intervention Programmes (355418a).**

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,097 – \$79,912 p.a.

Tasmanian State Service Award, Professional Stream, Band 1/2.

Fixed-term full-time 73.5 hours per fortnight, commencing ASAP until 14 December 2010.

Location:—Risdon Prison.

Duties:—Facilitate or co-facilitate the delivery of individual and group-based rehabilitation or intervention programmes to offenders, which may include the Sex Offender Programme. Undertake assessments of offenders to determine their suitability for participation in programmes and monitor progress as a result of such participation.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Additional Information:—Shortlisted applicants will be required to undergo a psychological assessment prior to the interview being conducted. More information on the assessment process is available by downloading the 'Recruitment of Integrated Offender Management Staff Policy' from the job kit available on the jobs website.

Enquiries to Sarah Peart, Acting Team Leader, Tasmania Prison Service, Department of Justice, phone (03) 6216 8099, email sarah.peart@justice.tas.gov.au.

Applications to Daphne Webb, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Sarah Peart on (03) 6216 8099.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

JUSTICE

TASMANIA PRISON SERVICE

Prison Industries

Senior Industry Supervisor (350734).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Hayes Prison Farm.

Duties:—Coordinate the vegetable processing industry so as to provide a high level of productivity, profitability and inmate employment. Provide supervision to operational staff within the vegetable processing production area and other industry areas as required. Prepare production reports and maintain other operational and statistical records as required by the industries management team.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:—Demonstrated experience in co-ordinating the operations of a processing business and ability to maintain a high level of productivity and service to clients using initiative and creativity. Demonstrated experience and the ability to supervise and lead staff in accordance with contemporary management practices, including the ability to create effective work teams and contribute positively to change.

Enquiries to Gary Rowbottom, Manager Prison Industries, Tasmania Prison Service, Department of Justice, mobile 0400 835 583, email gary.rowbottom@justice.tas.gov.au.

Applications to Daphne Webb, Human Resources Officer, Recruitment and Establishment, Department of Justice, G.P.O. Box 825, Hobart TAS 7000, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Gary Rowbottom on 0400 835 583.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Communication Services

Communications Technical Officer (Re-advertised) (001031).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Installation, testing and maintenance of the police radio and telecommunications systems together with other specialist electronic/electrical equipment as well as associated administrative and project management functions working with modern specialised and complex technology.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction check for—crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty, serious traffic offences.

Desirable Requirements:—Associate Diploma in Electronic/Communication Engineering or other equivalent qualification or experience. Extensive experience in the installation,

testing and maintenance of communication systems and other electronic equipment. Holder of a current driver's licence.

Enquiries to Mr Ray Davis, Technology Specialist, Communication Services, Department of Police and Emergency Management, G.P.O. Box 308 HOBART TAS 7001, phone (03) 6230 2201, email ray.davis@police.tas.gov.au.

Applications to Coordinator, Employee Relations, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

NORTHERN DISTRICT

Criminal Investigation Branch

Clerical Support Officer (001255).

Applications Close:—Friday, 29 January 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Launceston.

Duties:—Contribute to the operational effectiveness of the Northern District, by ensuring timely and accurate clerical, administrative, keyboard and data entry processes are undertaken.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction check for—crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty, serious traffic offences.

Qualifications and Experience:—Knowledge and expertise consistent with qualifications recognised at Certificate 3 or equivalent level.

Audio tape transcription experience is desirable.

Enquiries to Mr Kevin Osborne, District Executive Officer, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6334 3749, email kevin.osborne@police.tas.gov.au.

Applications to Coordinator, Employee Relations, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

Operations

Senior Clerical Officer, Southern Region (521494).

Applications Close:—Monday, 1 February 2010.

Salary:—\$52,043 – \$56,647 p.a.

Tasmanian State Service Award, TFS General Stream, Band 3.

Permanent full-time.

Location:—Cnr Argyle and Melville Streets.

Duties:—Coordinate a small team that provides clerical support to the Southern Region, Hobart Fire Brigade and Building Safety members that contributes to the delivery of an efficient and effective service to the Tasmania Fire Service (TFS) and the general public.

Desirable Requirements:—Certificate III or IV in Business or equivalent qualification or progress towards attaining this qualification.

Knowledge of Microsoft Office applications a distinct advantage. A current Drivers Licence.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Taya Hill on (03) 6230 8450 or from www.jobs.tas.gov.au.

Enquires to Taya Hill on (03) 6230 8450.

Applications to Tasmania Fire Service, G.P.O. Box 1526, Hobart, 7001 or fax (03) 6234 6647 or email fire@fire.tas.gov.au.

PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

ADMINISTRATION

Training Coordinator (0112).

Applications Close:—Friday, 5 February 2010.

Salary:—\$54,106 – \$63,737 p.a.

Port Arthur Historic Site Management Authority Award, General Stream, Band 4.

Permanent full-time 76 hours per fortnight.

Location:—Port Arthur.

Duties:—Plan, develop, co-ordinate, deliver, maintain and implement an effective and innovative learning strategy to promote a culture of continuous learning and best practice throughout the Port Arthur Historic Site.

Desirable Requirements:—Diploma in Training and Assessment. Current drivers licence.

Enquiries to Carol Armstrong, Human Resources Manager, Port Arthur Historic Site Management Authority, phone (03) 6251 2305, mobile 0407 836211, email carol.armstrong@portarthur.org.au.

Applications to Philip Johnston, Human Resources Coordinator, Port Arthur Historic Site Management Authority, Arthur Highway, Port Arthur, Tas 7182, phone (03) 6251 2357, fax (03) 6251 2322, email recruitment@portarthur.org.au.

PREMIER AND CABINET
COMMUNITY DEVELOPMENT DIVISION
Seniors Bureau

Executive Officer (001589).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Responsible for the co-ordination of administrative functions and resources for the Seniors Bureau and the Seniors Card Programme. This work includes the control of administrative work procedures and processes and management of the Seniors Bureau Database. Provide administrative and clerical support services in the Unit that ensures both the Seniors Bureau and the Seniors Card Programme are administratively and clerically supported.

Desirable Requirements:—An understanding of positive ageing in Tasmania.

Enquiries to Heather Cuthbertson, Manager, Seniors Bureau, Department of Premier and Cabinet, phone (03) 6232 7076, email Heather.Cuthbertson@dpac.tas.gov.au.

Applications to Melanie Ludwig, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tasmania 7001, phone (03) 6270 5482, fax (03) 6233 2769, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

BIOSECURITY AND PRODUCT INTEGRITY

Chemical Management

Project Officer (703055).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time for 14.7 hours per week from 15/2/10 for 12 months.

Location:—Hobart.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience.

Pro rata salary is based on the above full-time rates.

Duties:—Contribute to the finalisation and implementation of the Agvet Chemical Control of Use Regulations.

Desirable Requirements:—An appropriate tertiary qualification. A current motor vehicle driver's licence.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Christian Goninon, phone (03) 6233 8591, email christian.goninon@dpipwe.tas.gov.au.

Applications to Christian Goninon, Manager (Chemical Management Branch), Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 8591, fax (03) 6233 6386, email christian.goninon@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

ENVIRONMENT

Laboratory Technical Officer (700148).

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—New Town.

Duties:—Work as part of a team of professional and technical staff in the Analytical Services Tasmania laboratory undertaking technical duties and providing assistance and support to senior technical staff and chemists.

Essential Requirements:—A Certificate III or Certificate IV in Laboratory Operations or an equivalent level, relevant to the nature of the work to be undertaken, as provided by either a vocational education organisation or a registered and accredited training provider.

Desirable Requirements:—A current motor vehicle driver's licence.

Enquiries to Glen Naphthali, phone (03) 6230 7000, email Glen.Naphthali@environment.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

HERITAGE TASMANIA

Cadet Officer (Communications and Administration) (706405).

Applications Close:—Friday, 29 January 2010.

Salary:—\$35,217 – \$54,214 p.a.

Tasmanian State Service Award.

Fixed-term full-time (please see 'Programme Duration').

Location:—Hobart.

The Cadetship Programme:—This programme provides an opportunity to acquire a broad understanding of the operations and administration of a Tasmanian Government Department through academic and work based development and learning experiences. It also provides an opportunity to develop public sector administration, communications and leadership skills relevant to the Department and the Tasmanian community. A mentor will be provided for the duration of the cadetship. Study assistance for exams will be provided by the Department. (It should be noted that no HECS contributions will be made by the Department).

Successful completion of the programme may provide the opportunity for permanent employment in the State Service.

Programme Duration:—The period of employment is fixed-term up to a maximum period of 6 years depending upon course work load. The study and work ratios will be negotiated with the successful applicant.

Enquiries to Ester Guerzoni, Department of Primary Industries, Parks, Water and Environment, phone (03) 6233 4152, email Ester.Guerzoni@heritage.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

INFORMATION AND LAND SERVICES

Directorate Administration

Manager (Divisional Administration) (340337).

Applications Close:—Friday, 29 January 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience.

Duties:—Provide specialist consultative advice to the General Manager (ILS) and Senior Divisional Managers on strategic issues and the application and compliance with corporate policies and procedures in particular those relating to the management of human, physical and financial, resources.

Desirable Requirements:—A current motor vehicle driver's licence.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Kate Kent, phone (03) 6233 2738, email Kate.Kent@dpiuwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Fox Eradication

Field Officer (Fox Eradication) (3 vacancies) (703059).

Applications Close:—Friday, 29 January 2010.

Salary:—\$33,637 – \$41,899 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term full-time for 2 years.

Location:—New Town.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience.

Duties:—As a member of a team organise, conduct and participate in intensive management programmes for the eradication of foxes in Tasmania.

Essential Requirements:—Current motor vehicle driver's licence (manual).

Desirable Requirements:—Category A and B firearms licence. Workplace Level 2 First Aid Certificate or equivalent. Chemical Handling Certificate (Agsafe).

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Kristy Withers, phone (03) 6336 5324, email Kristy.Withers@dpiuwe.tas.gov.au.

Applications to Manager, Human Resources Management, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Wildlife Management

Veterinary Officer (702981).

Applications Close:—Friday, 29 January 2010.

Salary:—\$49,097 – \$79,912 p.a.

Tasmanian State Service Award, Professional Stream, Band 1/2.

Fixed-term full-time for 2 years.

Location:—Hobart.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience.

Duties:—To ensure field based veterinary services, are provided to the Save the Tasmanian Devil Programme. This involves the collection and management of scientific data and implementation of monitoring of wildlife populations including the trapping and handling of live animals and working in remote areas.

Essential Requirements:—A Degree in Veterinary Science relevant to the professional duties to be undertaken as provided by a university or an equivalent qualification enabling eligibility for registration under the Veterinary Surgeons Act 1987.

A current motor vehicle driver's licence.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Applications to Manager, Human Resources Management, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

TASMANIAN DAIRY INDUSTRY AUTHORITY

Effluent Management Officer (703056).

Applications Close:—Friday, 29 January 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from as soon as possible for 18 months.

Location:—Devonport.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience.

Duties:—Contribute to minimising the adverse impact of farm dairy premises effluent on the environment by providing advice and assistance to dairy farmers to develop, document

and effectively implement a dairy effluent management plan that meets the requirements of the Farm Dairy Premises Effluent Management Code of Practice.

Essential Requirements:—A current motor vehicle driver's licence.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Carolyn Harris, phone (03) 6421 7689, email carolyn.harris@dPIPWE.tas.gov.au.

Applications to Carolyn Harris, Tasmanian Dairy Industry Authority, P.O. Box 303, Devonport Tas 7310, phone (03) 6421 7689, fax (03) 6421 7667, email carolyn.harris@dPIPWE.tas.gov.au.

TASMANIAN AUDIT OFFICE

Senior Executive Officer – Information Management (TAO4205).

Applications Close:—Friday, 29 January 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

The Office's core activity involves dealing with information in a variety of guises. Although the Office is small in size, it's IT and IM needs and obligations are the same as many other larger Agencies. With a staff of two people, this places unusual demands on this business unit in support to the Office's daily activities.

The position receives direction from the Manager Information and Communications Technology and Information Management but operates with a high degree of day-to-day independence. The position involves the management of information with specific reference to records, the Office's web presence and publications and the effective operation and usage of corporate information, applications, systems and technology, including the investigation and resolution of service requests and problems reported to the ICTandIM Help Desk.

There is a high focus on accuracy, timeliness, and on knowledge and interpretation of relevant legislative requirements for the functional areas that this role straddles. Considerable discretion is exercised and the role functions with minimal supervision. The ideal person for this multi-faceted enabling role is one who has well developed organisational and interpersonal skills, particularly the ability to communicate clearly, and who enjoys working in a fast paced environment.

Information Management, Records.

1. Maintains a thorough knowledge and a sound understanding of the regulatory environment, including relevant State and Federal legislation, standards and policies, affecting records/information management and web standards used within the Office.

2. Responsible for the development, implementation and review of policies, practises and procedures for the management of the Office's information and data assets throughout the information life cycle.

3. Develops, maintains and enhances an effective electronic based records management system (both automated and manual), and provides training in its use.

4. Applies, as required, actions mandated in the Tasmanian Government Information Security Framework concerning the maintenance of information access controls; and the retention, transfer, and disposal of information assets.

5. Responsible for the maintenance of the Office's keyword thesaurus, functional disposal schedule and offsite secondary storage repositories and ensures records are disposed of in accordance with the schedule under the Tasmanian Archives Offices directives.

6. Provides managers and employees with accurate and timely advice and reports on the application and use of information management assets, tools, policies and procedures.

Information Management, Corporate Publications including the World Wide Web.

7. Researches and advises on trends in web publishing, content production and management and provides training to staff on the maintenance of web content, includes updating web content.

8. Provides technical and development assistance for the Office's web publishing infrastructure and ensures that web content is current and in accordance with content and presentation policies and standards.

9. Assists with developing and co-ordinating a range of Office communication strategies, including the production and publication of newsletters, brochures, manuals, reports to Parliament (Auditor-General's Reports, Special Reports and Annual Reports, etc) and ensuring timely publication on the Office's web sites.

10. Ensures that all correspondence, web content, manuals and other publications conform with the Office's corporate style guides and maintains the Office's corporate style manual and templates.

Information Technology – Help Desk.

11. Trains staff in the effective and efficient use of corporate applications and technology and the handling and management of data assets.

12. Assists with the operation of the Help Desk and the resolution of information management and technology service requests and issues, including desktop hardware and corporate applications.

13. Provides a range of IT support services, including maintenance of inventories of hardware and software assets, licenses, warranties, suppliers and contractors.

14. Participates as an active member of project teams for unit projects in the capacity of a manager or member.

Performance is measured against Key Performance Indicators that are developed and agreed to for each role in the Office.

Essential Requirements:—Nil.

Desirable Requirements:—Relevant Certificate, Diploma or Degree. Knowledge and experience of the implementation of ITIL and COBIT frameworks. Experience in a help desk environment. Experience in an information management environment. Experience in the use of Trim or similar electronics records management applications and web content management and development applications, such as MySource Matrix and DreamWeaver. Driver's Licence.

Enquiries to Rohan Grant, Manager – Information and Communications Technology and Information Management, Tasmanian Audit Office, G.P.O. Box 851, Hobart 7001, phone (03) 6226 0100, fax (03) 6226 0199, email Rohan.Grant@audit.tas.gov.au.

Applications to Jess Balding, Executive Officer Human Resources and Financial Audit Services, Tasmanian Audit Office, G.P.O. Box 851, Hobart, TAS 7001, phone (03) 6226 0100, fax (03) 6226 0199, email Jessica.Balding@audit.tas.gov.au.

TASMANIAN POLYTECHNIC

COMMUNICATION AND ORGANISATIONAL LEARNING

Corporate Communications Consultant (001761).

Applications Close:—Friday, 29 January 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—South.

Duties:—This role encompasses a broad range of communication duties including roles on various project teams. This position would suit an energetic person with the ability to turn their hand to anything of a high-level administrative nature with highly developed expertise in communication/marketing. The role is diverse, ranging from project work, to media-related issues, to various communication activities.

The CEO has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—Relevant tertiary qualifications.

Enquiries to Glenn Smith, Executive Manager, Communication and Organisational Learning, Tasmanian Polytechnic, phone (03) 6336 2918, mobile 0400 110 903, email glenn.smith@polytechnic.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O. Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

All applications are formally acknowledged within 3 working days of the closing date.

Applications forwarded by email also receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within Shared Services.

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

TASMANIAN POLYTECHNIC

SHARED SERVICES

Project Manager, Capital Planning (002021).

Applications Close:—Friday, 29 January 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time ASAP for 18 months.

Location:—Negotiable.

Duties:—Manage capital project planning, consultant briefing, tendering and implementation for the construction of Trade Training Centres and other projects State-wide.

Undertake the role of project manager in the procurement of capital projects. Provide a high quality consultancy service and lead research for projects ensuring that planning meets the functional needs of specified clients and support the strategic directions of the Tasmania Academy, Tasmania Polytechnic and Skills Institute.

The CEO has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—Tertiary qualifications in management or similar discipline.

Enquiries to Jack Hansen, Manager Capital Planning, Tasmanian Polytechnic, phone (03) 6233 4677, mobile 0419 349 869, email jack.hansen@polytechnic.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O. Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

All applications are formally acknowledged within 3 working days of the closing date.

Applications forwarded by email also receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within Shared Services.

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

TASMANIAN POLYTECHNIC

STUDENT SUPPORT AND DEVELOPMENT

Disability Liaison Officer (321819).

Applications Close:—Friday, 29 January 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—South.

Duties:—To liaise with enrolled students, prospective students with disabilities and Tasmanian Academy, Tasmanian Polytechnic and Tasmanian Skills Institute staff to ensure that students' needs are understood, communicated effectively and dealt with by teaching programmes within AQTF standards and the Tasmanian Academy, the Tasmanian Polytechnic and the Tasmanian Skills Institute's Student Access and Equity Policy.

The CEO has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—Appropriate tertiary qualifications (for example, Education, Special Education, Health Sciences, Allied Health Professionals).

Enquiries to Vanessa Warren, Student Services Manager, Tasmanian Polytechnic, phone (03) 6220 3440, mobile 0448 038 665, email vanessa.warren@polytechnic.tas.edu.au.

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from www.jobs.tas.gov.au.

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O. Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email recruitment@sharedservices.tas.edu.au.

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TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Shareholder Policy and Markets Branch

Senior Business Analyst (724000).

Applications Close:—Friday, 5 February 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—The Senior Business Analyst must be able to utilise their skills in a manner that enables them to actively contribute to both the development and implementation of the framework for the analysis of the performance of the State's GBEs and SOCs and review and monitor the appropriate governance arrangements for Government-owned businesses.

In addition, the Senior Business Analyst may be required to provide policy analysis on matters relating to the development of competitive electricity markets within Tasmania.

In the context of the selection criteria, to be successful in the position applicants will:—demonstrate the ability to understand complex issues by drawing on a range of factual information; be able to communicate precisely and succinctly to internal and external stakeholders and demonstrate initiative and the ability to manage own output and work effectively in a team environment.

Desirable Requirements:—Completion or partial completion of relevant tertiary qualifications and/or professional affiliation.

Enquiries to Dale Hickman, Assistant Director, Shareholder Policy and Markets Branch, Department of Treasury and Finance, phone (03) 6233 5139, email dale.hickman@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147,

Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Statement of Duties and Job Kits are available on the internet at www.jobs.tas.gov.au or alternatively by phoning the Recruitment Officer on (03) 6233 3483.

TREASURY AND FINANCE

CORPORATE SUPPORT DIVISION

Corporate Information Support Branch

Senior Information Management Officer (724188).

Applications Close:—Friday, 29 January 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—This position is responsible for the co-ordination of the day to day operations of the Information Services Unit and information management staff to ensure the effective delivery of information services to clients.

In the context of the selection criteria, to be successful in the position applicants will have the ability to:—co-ordinate the day to day operations of the Information Services Unit and supervise a diverse team operating across three sites; support the Manager Information Services in the management of the Information Services Unit and investigate and resolve high level records and information management issues.

Desirable Requirements:—Completion or partial completion of relevant tertiary qualifications and/or professional affiliation.

Enquiries to Susan Hill, Manager Information Services, Corporate Information Support Branch, Department of Treasury and Finance, phone (03) 6233 3261, email susan.hill@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart TAS 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Statement of Duties and Job Kits are available on the internet at www.jobs.tas.gov.au or alternatively by phoning the Recruitment Officer on (03) 6233 3483.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Teacher	B. Gofton	6 months	08.02.10
Education	Teacher Aide	F Gaspersic	6 months	09.02.10
Education	Teacher	C. Gale	6 months	08.02.10
Education	Teacher	D. Bridger	6 months	08.02.10
Education	Teacher Aide	K. Ahern	6 months	09.02.10
Education	School Administrative Clerk	L. Keeler	6 months	25.01.10
Education	Teacher	S. Brooke	6 months	08.02.10
Education	Teacher Aide	A. Green	6 months	09.02.10
Education	School Administrative Clerk	S. Beatty	6 months	01.02.10
Education	Teacher	V. Walker	12 months	08.02.10
Education	Teacher Aide	A. Green	6 months	09.02.10
Education	School Administrative Clerk	N. Spencer	6 months	27.01.10
Education	Teacher	C. Zehntner	12 months	08.02.10
Education	Teacher Aide	W. Barber	6 months	09.02.10
Education	Canteen Assistant	K. Broughton	6 months	11.02.10
Education	Teacher	K. Fisher	6 months	08.02.10
Education	Coordinator Community Learning and Information Services	S. Stanley	6 months	14.01.10
Education	Teacher	L. Hickman	6 months	08.02.10
Health & Human Services	IT Officer	J. Strickland	6 months	25.12.09
Health & Human Services	Food Services Officer	J. Mallinson	6 months	24.01.10
Health & Human Services	Registered Nurse	B. Stephens	6 months	10.01.10
Health & Human Services	Administrative Assistant	C. Millhouse	6 months	12.01.10
Health & Human Services	Registered Nurse	S. Thomas	6 months	11.01.10
Health & Human Services	IT Officer	B. Greatbatch	6 months	25.12.09
Health & Human Services	Registered Nurse	M. Carswell	6 months	10.01.10
Health & Human Services	Registered Nurse	K. de la Mar	6 months	17.01.10
Health & Human Services	Registered Nurse	A. Colquhoun	6 months	11.01.10
Health & Human Services	IT Officer	B. Newport	6 months	25.12.09
Health & Human Services	Child and Family Health Nurse Home Visitor	A. Popelier	6 months	14.01.10
Health & Human Services	Registered Nurse	P. Bennett	6 months	10.01.10
Health & Human Services	Senior Consultant Rehabilitation and Aged Care	M. Allen	6 months	13.01.10
Health & Human Services	Registered Nurse	S. Gordon	6 months	17.01.10
Health & Human Services	Registered Nurse	D. Brand	6 months	11.01.10
Health & Human Services	Occupational Therapist	T. Rogers	6 months	18.01.10
Health & Human Services	Executive Assistant	H. Banks	6 months	18.01.10
Health & Human Services	Clinical Nurse Specialist	K. Knights	6 months	25.01.10
Health & Human Services	Registered Nurse	A. Albert	6 months	11.01.10
Health & Human Services	Registered Nurse	A. Steele	6 months	24.01.10
Health & Human Services	Registered Nurse	A. George	6 months	11.01.10

Permanent Appointments—Continued

Health & Human Services	Registered Nurse	L. Page	6 months	10.01.10
Health & Human Services	Registered Nurse	L. Murray	6 months	11.01.10
Health & Human Services	Assistant Director of Nursing	C. Carr	6 months	09.01.10
Health & Human Services	Registered Nurse	C. Firth	6 months	11.01.10
Health & Human Services	Senior Business Analyst	R. Symons	6 months	18.01.10
Health & Human Services	IT Officer	R. McKenzie	6 months	25.12.09
Health & Human Services	Access & Support Planning Officer	D.Havard	6 months	14.01.10
Health & Human Services	Registered Nurse	B. Field-Dodgson	6 months	10.01.10
Health & Human Services	Administrative Assistant	A. McGrath	6 months	22.01.10
Infrastructure, Energy & Resources	Mine Leasing and Liaison Officer	J Parnell	6 Months	11.01.10
Justice	Administration Assistant	B Hickey	6 months	13.01.10
Police & Emergency Management	Utility Officer/Speed Camera Operator	G. Osmond	6 months	11.01.10
Premier & Cabinet	Graduate Research Officer	S. Rinne	6 months	11.01.10
Premier & Cabinet	Computer Support Officer - Web Programmer	R. Boyle	6 months	14.01.10
Treasury & Finance	Executive Officer	K. Griffin	1 month	18.01.10
Public Trustee	Client Account Manager	H. Johnstone	6 months	11.01.10

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	P. Kilpatrick	Senior Liaison Officer	18.01.10
Education	T. Graham	Advanced Skills Teacher	08.02.10
Education	J. Murphy	Advanced Skills Teacher	08.02.10
Health & Human Services	H. Giannaros	Assistant Director of Nursing	11.01.10
Port Arthur Historic Site Management Authority	L Kleinhenz	Accounts Payable Officer	11.01.10

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Treasury & Finance	A. Hinkley	Economic Development, Tourism & the Arts	Budget/Finance Analyst	18.01.10
Port Arthur Historic Site Management Authority	E Jilg	Justice	Learning & Development Manager	11.01.10
Primary Industries, Parks, Water & Environment	M. Andrew	Premier & Cabinet	Manager Budget Processes and System Support	18.01.10
Infrastructure, Energy & Resources	R. Boatwright	Treasury & Finance	Contracts Officer	03.02.10

Extension or Renewal of Fixed-term Appointments Beyond 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Operations Assistant	S. Jeffrey	21 months	01.11.09

Retirement of Officers

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Primary Industries, Parks, Water & Environment	A. Harradine	General Manager	16.01.10

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	School Administration Clerk	A. Petterwood	31.12.09
Education	State Coordinator Deaf & Hearing Services	J. Gates	16.12.09
Education	Teacher	J. Smith	18.12.09
Education	Teacher	B. Davidson	20.10.09
Education	Teacher	M. Jones	18.12.09
Education	Teacher	R. Van Ruiswyk	31.12.09
Health & Human Services	Manager, Campbell Town	A.Bates	24.12.09
Health & Human Services	Project Manager	C. Vallance	22.12.09
Health & Human Services	Technical Officer	K. Horlyck	15.01.10
Health & Human Services	Quality Improvement Consultant	L. Cowley	11.12.09
Health & Human Services	Registered Nurse	T. Newton-May	16.10.09
Health & Human Services	Wark Clerk	D. Nizar	10.01.10
Health & Human Services	Child and Family Health Nurse	E. Pollard	11.12.09
Health & Human Services	Nurse Unit Manager	D. Sawyer	10.01.10
Health & Human Services	Administrative Assistant	S. HamlynHarris	11.12.09
Health & Human Services	Child Protection Worker	C.Demeyer	08.01.10
Health & Human Services	Registered Nurse	S. Ward	06.01.10
Health & Human Services	Manager, Campbell Town	A.Bates	24.12.09
Health & Human Services	Graduate Recruit	A. Holliday	11.12.09
Police & Emergency Management	Administrative Assistant	C. Reardon	26.01.10

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Advanced Skills Teacher	C. Crowden	31.12.09
Education	Advanced Skills Teacher	P. Stranan	21.12.09
Education	Assistant Principal	L. Davidson	31.12.09
Education	Teacher	K. Hewlett	31.12.09
Education	Assistant Principal	R. Romaszko	18.12.09
Education	Assistant Principal	J. Sullivan	31.12.09
Education	Teacher	P. Green	31.12.09
Education	Teacher	M. Kiernan	31.12.09
Education	Teacher	E. Turner	18.12.09
Education	Teacher	S. Campbell	31.12.09
Education	Advanced Skills Teacher	A. Maher	31.12.09
Education	School Attendant	M. Bugg	31.12.09
Education	Teacher	W. Trousselot	18.12.09
Education	Teacher	M. Batt	31.12.09
Education	Advanced Skills Teacher	D. Moulton	31.12.09
Education	School Administrative Officer	R. Duniam	18.12.09
Education	Teacher	M. Peart	18.12.09
Education	Advanced Skills Teacher	M. Horsham	31.12.09
Education	Advanced Skills Teacher	L. Hutchings	28.12.09
Education	Teacher	B. Murfet	18.12.09
Education	Teacher	P Osborn	18.12.09
Education	Teacher	G. Suttar	31.12.09
Education	Teacher	M. Davie	18.12.09
Education	Teacher	D. Matthews	31.12.09
Health & Human Services	Senior Medical Scientist Biology	P.Targett	15.01.10



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