



TASMANIAN STATE SERVICE NOTICES

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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, 33 Innovation Drive, Dowsing Point, Tasmania 7010.

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.

WILLS | DECEASED ESTATES | FINANCIAL ADMINISTRATION | ENDURING POWERS OF ATTORNEY

Matters of Trust



PETS AND WILLS

Australians love their pets. In fact we have the highest ownership of pets per household in the world! It is no surprise then that people consider pets as part of the family and some of us even think of them as our children.

Many of us however, have not given thought to what might happen to our pets if they outlive us. Under Australian law animals are classified as property, so you can use your Will to ensure your pet is taken care of after you die. There are a number of options to take care of your pets.

Legacy to a Friend

You can leave an amount of money to a friend or relative with a request that they look after your pet. It is important to note that any legacy cannot be binding on the person you give the money to; you are relying on their good will to accept the role. The Public Trustee strongly recommends you talk to the nominated person to ensure they are happy to take on the responsibility.

Legacy Programme

A legacy programme with an animal charity is a popular option. This involves giving your animal to a charity along with sufficient money to care for your pet over their lifetime. Alternatively you may give your pet to a charity to be rehomed. In Tasmania a number of animal charities offer these services to the public.

Testamentary Trust

You can set up a Trust under your Will for the care and maintenance of your pet. It is important to note that a Trust for an animal is considered a non-binding direction made to the Trustee of the Will. Therefore a Trust for the maintenance

Public Trustee



of a pet will not be enforced if the Trustee is not willing to take on the role. Select a reliable Trustee and talk to them to ensure they are prepared to carry out the terms of the Trust. The Trustee will manage and provide the Trust assets to the carer or organisation you nominate to provide daily care needs of the pet. You may also wish to consider appointing a substitute carer in case the first carer cannot or will not take on the role.

Important points to consider:

- If you do not make provisions for your pet under your Will the residuary beneficiary will inherit your pet. If you do not have a valid Will when you die your pet will go to your next of kin.
- You should also consider the impact on your pet if you were to lose capacity to care for them. It may be a good idea to leave your attorney or guardian with instructions as to how to care for your pet in the event you no longer have the capacity to do so yourself.

No matter what decision you come to regarding the care of your pet, you should make your wishes known in your Will or Enduring Power of Attorney.

If you would like to include a provision for your pet in your Will or Enduring Power of Attorney please call us on freecall 1800 068 784.

At the Public Trustee you know: if it's important to you, it's important to us.

HOBART

116 Murray St Hobart TAS 7000
GPO Box 1565 Hobart TAS 7001
DX 238 (Hobart)
Tel 03 6233 7598 Fax 03 6231 0621

LAUNCESTON

33 George St Launceston TAS 7250
PO Box 414, Launceston TAS 7250
DX 70180 (Launceston)
Tel 03 6336 2241 Fax 03 6334 0079

BURNIE

Columnar Crt 22 Wilmot St Burnie TAS 7320
PO Box 138 Burnie TAS 7320
DX 70241 (Burnie)
Tel 03 6434 6410 Fax 03 6431 9180

DEVONPORT

1st Floor, Bass House Cnr Edward
& Best Sts Devonport TAS 7310
PO Box 138 Burnie TAS 7320
Tel 03 6420 7589 Fax 03 6424 8637

Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

or fax to (03) 6233 5346. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6233 8077

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 5346

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.**

Gazette and State Service Online

The Tasmanian Government Gazette and State Service Notices are now available online at:—
www.gazette.tas.gov.au

EDUCATION

LEARNING SERVICES

Learning Services (North)

Kings Meadows High School

Education Facility Attendant (952283).

Applications Close:—Friday, 31 August 2012.

Salary:—\$37,063 – \$56,002 pro rata, per annum.

Education Facility Attendants Salaries and Conditions of Employment Industrial Agreement 2011, Education Facility Attendant, Level 1-3.

Permanent part-time Up to 47.2 hours per fortnight.

Location:—Kings Meadows High School.

Description of Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

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.

Enquiries to Wendy Dalton, School Executive Officer, Department of Education, phone (03) 6343 1000, email *wendy.dalton@education.tas.gov.au*.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, fax (03) 6233 0566, email *recruitment@education.tas.gov.au*.

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 PDF 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.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Kings Meadows High School

Education Facility Attendant (952078).

Applications Close:—Friday, 31 August 2012.

Salary:—\$37,063 – \$56,002 p.a.

Education Facility Attendants Salaries and Conditions of Employment Industrial Agreement 2011, Education Facility Attendant, Level 1-3.

Permanent full-time.

Location:—Kings Meadows High School.

Description of Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

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.

Enquiries to Wendy Dalton, School Executive Officer, Department of Education, phone (03) 6343 1000, email *wendy.dalton@education.tas.gov.au*.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, fax (03) 6233 0566, email *recruitment@education.tas.gov.au*.

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 PDF 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.

EDUCATION

LINC TASMANIA

LINC's and Library Services

Regional Services and Support

Customer Services Officer, North (Launceston) (700401).

Applications Close:—Friday, 31 August 2012.

Salary:—\$36,511 – \$45,233 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 36.75 hours per fortnight.

Location:—Regional Services and Support, Launceston.

Description of the role:—Undertake routine operational tasks and provide basic client assistance under close supervision and direction.

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.

Applications to Jan Stoessiger, Department of Education, phone (03) 6233 7918, email jan.stoessiger@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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 PDF 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.

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

Clinical Psychologist/Registered Psychologist (518808).

Applications Close:—Friday, 7 September 2012.

Salary:—\$75,005 – \$86,033 pro rata, per annum.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 3.

Fixed-term part-time day work (45.6 hours per fortnight, which may be varied by negotiation) commencing as soon as possible for a period of 2 years.

Location:—DHCS, Tasmanian Autism Diagnostic Service, Hobart.

Duties:—In accordance with Agency policy and direction, legal requirements and professional competence, provide



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psychology services within the state-wide Autism Diagnostic Service which undertakes comprehensive diagnostic assessments for children and young people 0-17 years suspected of being on the autism spectrum.

Conduct independent evidence based autism diagnostic assessment and provide comprehensive written reports in a timely manner.

Desirable Requirements:—Current drivers license.

Essential Requirements:—Registered with the Psychology Board of Australia.

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 McBrien, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7629, email ruth.mcbrrien@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

Professional Officer, Allied Health (503121).

Applications Close:—Friday, 31 August 2012.

Salary:—\$75,005 – \$86,033 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 3.

Permanent full-time day work (part-time hours may be considered by negotiation).

Location:—DHCS, Disability Services, North West.

Duties:—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model.

Provide and co-ordinate supportive and specialist educational and consultancy services to Gateway Services, carers, service providers and the wider community.

Initiate and facilitate the establishment and development of services and resources for consumers.

Initiate and develop professional and policy advice on specialist habilitation services and related issues for senior and corporate management.

Selection criteria includes:—Relevant post-graduate experience working with people with disabilities and a well developed ability to effectively design and manage specialist programs.

Demonstrated specialist skills in the disability field and contemporary knowledge of the specialist area.

Ability to demonstrate by example, actions and behaviours valued by the community, which enhances the image of people with disabilities.

Ability to design, implement and provide training programs and educational services to carers, service providers and the wider community.

Desirable Requirements:—A current drivers licence.

Essential Requirements:—Degree in Social Work giving eligibility for membership in the Australian Association for Social Workers; OR.

Registered with the Psychology Board of Australia OR Graduate of an approved School of Occupational Therapy and eligibility for membership to Australian Association of Occupational Therapists (AAOT) OR A 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 Kristen Webb-Foss, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 4103, email kristen.webb@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 AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Shared Services

Internal Audit

Audit Analyst (515938).

Applications Close:—Friday, 31 August 2012.

Salary:—\$58,549 – \$67,701 p.a.

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

Permanent full-time daywork.

Location:—Hobart.

Duties:—Undertake internal audit reviews using contemporary audit methods to assess the efficiency and effectiveness of internal control systems across the Agency.

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 Helen Douglas, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5839, email helen.douglas@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Statewide and Mental Health Services

Allied Health Professional (504929).

Applications Close:—Friday, 31 August 2012.

Salary:—\$48,809 – \$78,311 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

Fixed-term full-time day work, commencing as soon as possible for a period of 2 years.

Location:—Statewide Mental Health Services, North.

Please Note: Psychologist are encouraged to apply.

Duties:—The Allied Health Professional will:—Work as part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan 2006-2011, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies.

Undertake the delivery of quality client care services utilising evidence-based best practice and recovery principles within a collaborative and multi-disciplinary framework.

Provide assessment, treatment and assertive case management to clients of Mental Health Services and their families or carers in relation to mental health issues and in accordance with discipline specific skills and abilities.

Desirable Requirements:—Current Driver's Licence.

Membership of relevant professional organisation.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology Board of Australia.

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 Raelene Tabor, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2185, email raelene.tabor@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Statewide and Mental Health Services

Allied Health Professionals, Graduates, Casuals (518757).

Applications Close:—Friday, 7 September 2012.

Salary:—\$48,809 – \$78,311 pro rata, per annum.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

Fixed-term casual working as and when required, commencing as soon as possible for a period of 12 Months.

Location:—Statewide Mental Health Services, South.

Duties:—The Allied Health Professional will:—Work as part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan 2006-2011, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies.

Undertake the delivery of quality client care services utilising evidence-based best practice and recovery principles within a collaborative and multi-disciplinary framework.

Provide assessment, treatment and assertive case management to clients of Mental Health Services and their families or carers in relation to mental health issues and in accordance with discipline specific skills and abilities.

Promote community awareness in relation to mental health.

Desirable Requirements:—Current drivers licence.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Registered with the Occupational Therapy Board of Australia or Registered with the Psychology Board of Australia.

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 Ian Munday, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6011, email ian.munday@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Statewide and Mental Health Services

Medical Practitioner (502840).

Applications Close:—Friday, 14 September 2012.

Salary:—\$91,662 – \$95,986 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Medical Practitioner, Level 2, (Salary commensurate with qualifications and experience).

Fixed-term full-time day work (with oncall), commencing as soon as possible for a period of 2 years.

Location:—Statewide Mental Health Services, North West.

Duties:—As part of a multidisciplinary mental health service delivering high quality mental health care and, in accordance with Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies.

Provide of assessment, treatment and clinical care to

individuals referred to the team in collaboration with other team members. This will include the application of a wide range of skills and interventions.

Act as a medical and psychiatric resource for other team members.

Promote and maintain close links with colleagues and service providers to ensure continuity of patient care. Liaise with other community service providers, especially GPs.

Participate in medical student teaching and in-service training of staff.

Desirable Requirements:—Current drivers license valid in Tasmania.

Essential Requirements:—General or limited registration with the Medical Board of Australia.

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 Chris Wareing, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 4083, email chris.wareing@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Statewide and Mental Health Services

Specialist Medical Practitioner (502790).

Applications Close:—Friday, 14 September 2012.

Salary:—\$78,220 – \$92,847 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner in Training, Level 1 (Salary commensurate with qualifications and experience).

Fixed-term full-time day work (with oncall), commencing from 19 November 2012 to 17 November 2017.

Location:—Mental Health Services, North West.

Duties:—As part of a multidisciplinary mental health service delivering high quality mental health care and, in accordance with Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Psychiatrist:

Provides a comprehensive and integrated general adult inpatient and community psychiatric service in the northwest region of Tasmania.

Acts as a consultant to mental health professionals and health service providers, including general practitioners and other agencies, with regard to the assessment and management of individuals with mental health disorders.

Undertakes supervisory responsibilities with Psychiatric Registrars and other medical staff as required/appropriate.

Desirable Requirements:—Current drivers license.

Essential Requirements:—Specialist or limited registration with the Medical Board of Australia in a relevant specialty.

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 Chris Wareing, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 4083, email chris.wareing@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Strategic Control, Workforce and Regulation

Workplace Relations and Safety

HR Advisor (518548).

Applications Close:—Friday, 31 August 2012.

Salary:—\$70,260 – \$73,463 p.a.

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

Permanent full-time daywork.

Location:—Job Design Unit, Workplace Relations and Safety, Hobart.

The Job Design Unit is a centralised human resources support and advisory service for the Department of Health and Human Services (DHHS) and Tasmanian Health Organisations (THOs). As a member of the Unit, this role provides high level specialist advice and support with particular regard to: Organisational structures, job design and analysis, position classification and administration of the agency establishment.

Duties:—Provide specialist advice to management and employees of the DHHS and THOs on a range of organisational design policies, principles, practices and associated issues, with a focus on establishment, classification and job design. Undertake the review and evaluation of statements of duties ensuring compliance with contemporary employment legislation, consistency with established standards and accurate reflection of the functions of the role. This includes determining and recommending the appropriate classification for a role in accordance with relevant award and agreement standards. In consultation with Team Leader Job Design, participate in and support organisational design reviews including restructures, working with stakeholders in implementing resultant changes including updating Statement of Duties with regards to organisational detail and the requirements of new and revised Awards and agreements.

Enquiries to Matthew Double, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3177, email matthew.double@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Strategic Control, Workforce and Regulation

Workplace Relations and Safety

Human Resources Advisor (511519).

Applications Close:—Friday, 31 August 2012.

Salary:—\$70,260 – \$73,463 p.a.

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

Permanent full-time daywork.

Location:—Workplace Relations and Safety, Hobart.

A Human Resources Advisor role with particular focus on assisting the Manager HR –Corporate with generalist HR functions including the administration of Senior Executive Service (SES) employees and Human Resources advice and support for corporate departments within the Department of Health and Human Services (DHHS) and Population Health. The HR Advisor will contribute to general HR projects and activities including the maintenance and development of the HR Intranet and HR initiatives which don't otherwise fall under a specialist HR functional area.

Duties:—Provide a consultancy and advisory service to managers and employees on a broad range of human resource issues and negotiate and liaise with relevant parties to ensure consistency and timely resolution. Assist the Manager HR – Corporate with generalist HR issues for corporate departments within DHHS and Population Health. Assist the Manager HR – Corporate administering and resolving SES contracts and employment arrangements.

Desirable Requirements:—Relevant tertiary qualifications or equivalent experience.

Current drivers licence.

Enquiries to Matthew Double, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3177, email matthew.double@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

System Purchasing and Performance

Executive Support Officer (517654).

Applications Close:—Friday, 31 August 2012.

Salary:—\$58,549 – \$67,701 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Provide a high level of administrative, executive and secretarial support to the Deputy Secretary to assist with meeting the operational requirements of SPP including document production duties of a highly confidential nature, such as Ministerial correspondence and ensuring sensitive and confidential handling of both routine and complex enquiries.

Selection Criteria includes:—Ability to use initiative flexibility, sound judgment and discretion, including the ability to interpret and analyse information and recommend or decide on an appropriate action, and the capacity to participate effectively in a team environment. Demonstrated knowledge of, and experience in, contemporary office management practices. Well developed interpersonal, communication, consultation, negotiation and conflict resolution skills including the ability to supervise, lead and motivate members of a team and have the capacity to plan, organise, set priorities and work effectively in an area subject to work pressures and change.

Enquiries to John Smith, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3775, email john.smith@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 and Tasmanian Health Organisations

HEALTH AND HUMAN SERVICES

SYSTEM PURCHASING AND PERFORMANCE

Service Quality and Improvement

Director Service Quality and Improvement (517702).

Applications Close:—Friday, 31 August 2012.

Salary:—To be negotiated.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner (Salary commensurate with qualifications and experience).

Fixed-term full-time day work (not withstanding hours may be negotiated) commencing as soon as possible for a period of 3 years.

Location:—Hobart.

Duties:—Develops and manages the safety and quality program in health care for the DHHS. Provides support to the Deputy Secretary in issues requiring professional medical expertise with regard to issues of safety and quality.

Desirable Requirements:—Working towards, or possesses, higher qualifications.

Essential Requirements:—Specialist or limited registration with the Medical Board of Australia in a relevant specialty.

Enquiries to Michael Pervan, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4061, email michael.pervan@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 AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Executive Support Officer (503269).

Applications Close:—Friday, 31 August 2012.

Salary:—\$58,549 – \$67,701 p.a.

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

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

Location:—Launceston General Hospital.

Duties:—Provide a comprehensive level of high quality administrative co-ordination and support to the Chief Executive Officer in relation to matters involving the Chairperson and Board of the THO North.

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 Lou Partridge, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8035, email lou.partridge@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Nurse Unit Manager (504459).

Applications Close:—Friday, 31 August 2012.

Salary:—\$82,923 – \$88,794 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 7a, Year 1 to Grade 7a, Year 4.

Permanent part-time day work, working 68 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Maternity Unit, Women's and Children's Services.

Duties:—Provide leadership to the Maternity Unit Launceston General Hospital (LGH), and ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the Maternity Unit LGH.

Desirable Requirements:—Relevant post graduate qualifications.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

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 McBeath, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8976, email sue.mcbeath@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Quality and Clinical Improvement Midwife (516405).

Applications Close:—Friday, 31 August 2012.

Salary:—\$79,310 – \$84,784 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 4.

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

Location:—Maternity Unit, Women's and Children's Services.

Duties:—In accordance with the policies, legal requirements and the stated goals and objectives of the Agency, the person will identify, develop, implement and evaluate activities, processes and initiatives supporting hospital wide co-ordination of nursing services, quality and accreditation/review programs within the Launceston General Hospital.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

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 McBeath, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8976, email sue.mcbeath@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Registered Nurse (519645).

Applications Close:—Friday, 31 August 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

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 Unit.

Please Note: Access to the Grade 4 salary range \$70,558–\$74,620 is subject to successful application for progression to Grade 4.

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:—Registered with the Nursing and Midwifery Board of Australia.

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 Andy Brown, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7513, email andy.brown@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Registered Nurse (503980).

Applications Close:—Friday, 31 August 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Permanent part-time shift work (fully rotational) working 64 hours per fortnight. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive 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:—Registered with the Nursing and Midwifery Board of Australia.

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 Andy Brown, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7513, email andy.brown@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Registered Nurse (503990).

Applications Close:—Friday, 31 August 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Fixed-term part-time shift work (fully rotational) working 64 hours per fortnight, commencing as soon as possible to 1 September 2013. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive 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:—Registered with the Nursing and Midwifery Board of Australia.

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 Andy Brown, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7513, email andy.brown@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

Enrolled Nurse (Relief), Casual (507444).

Applications Close:—Friday, 31 August 2012.

Salary:—\$49,236 – \$54,527 pro rata, per annum.

Nurses (TPS) Award, Enrolled Nurse, Grade G, to Grade 2, Year 4.

Fixed-term casual shift work, as and when required, from 1 November 2012 to 31 October 2014.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

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:—Registered with the Nursing and Midwifery Board of Australia.

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 Chris Wootton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6352 5500, email chris.wootton@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

Multi Skilled Domestic, Casual (507156).

Applications Close:—Friday, 31 August 2012.

Salary:—\$41,625 – \$42,601 pro rata, per annum.

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

Fixed-term casual shift work, as and when required, commencing as soon as possible to 16 August 2014.

Location:—Flinders Island Multi-Purpose Centre.

Duties:—To carry out and assist in food preparation and cleaning within the Kitchen areas, maintaining a high standard of hygiene. Assist in the cleaning of allocated areas with established standards and protocols. To provide a laundry service in compliance with established standards.

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 Ryden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6359 2122, email sue.ryden@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, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Specialised Medical Orderly (Relief) (520754).

Applications Close:—Friday, 31 August 2012.

Salary:—\$43,602 – \$45,672 pro rata, per annum.

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

Fixed-term casual shift work, commencing as soon as possible for a period of 2 years.

Location:—Royal Hobart Hospital.

Duties:—Provide Medical Orderly services and provide assistance to Medical, Nursing, and Para-Medical staff in the lifting, positioning and general care of patients. Transport of patients within the hospital environment by means of wheelchair, trolleys and beds. As part of the Code Black Response Team the Specialised Medical Orderly will assist the clinical team in the management of an aggressive incident.

Enquiries to Chris Taylor, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8509, email chris.taylor@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Manager Community Physiotherapy Services (505472).

Applications Close:—Friday, 31 August 2012.

Salary:—\$109,583 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 5, Grade 2.

Permanent full-time day work.

Location:—South.

Duties:—Within a community health setting and in accordance with the policy directions, legal requirements, services standards and financial performance of Tasmanian Health Organisation, South, provide leadership and direction in the strategic development and management of Community Physiotherapy Services within Southern Tasmania Area Health Service (STAHS).

Provide effective and efficient management of human, physical and financial resources of Community Physiotherapy Services within Clinical Support Services STAHS.

Develop effective linkages with Physiotherapy Services across Southern Tasmania, North and North West Area Health Services in relation to the provision of physiotherapy services and standards of physiotherapy practice.

Develop effective linkages with other Community and Primary Health Services in Southern Tasmania in relation to the provision of Community Health Physiotherapy services.

Work as an effective member of the Allied Health Professional Services in the implementation of strategic direction, review and evaluation of services, development of policies and improvement of business practices.

Essential Requirements:—Registered with the Physiotherapy Board of Australia.

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 Wendy Rowell, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8261, mobile 0400 189 227, email wendy.rowell@dhhs.tas.gov.au

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Senior Speech Pathologist (520762).

Applications Close:—Friday, 7 September 2012.

Salary:—\$75,005 – \$86,033 pro rata, per annum.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 3.

Permanent part-time day work, working 60.8 hours per fortnight.

Location:—South.

Duties:—This is an opportunity to join an active and vibrant speech pathology department servicing the population of Southern Tasmania. The successful applicant will be a valued member of a multi-disciplinary team charged with establishing a new intensive therapy service for day patients, as well as providing inpatient rehabilitation for identified clients. He or she will provide excellent, innovative, and evidence based clinical care as well as significantly contributing to service development and supervision of staff and students.

Hobart offers a lifestyle unsurpassed by any other capital. Nestled at the base of Mount Wellington on the shores of the Derwent River, this harbour city offers easy access to natural beauty such as spectacular rivers, coastal reserves and pristine old growth forests. Hobart is renowned for its heritage buildings, beautiful parks, fine restaurants, the Salamanca Markets and its festivals. The city is laid back, the housing affordable and the stress free commutes are a dream. Come and enjoy the lifestyle you deserve in this beautiful part of the world.

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 Gudrun Barratt-Peacock, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8054, email gudrun.peacock@dhhs.tas.gov.au

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard

copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Social Worker (512958).

Applications Close:—Friday, 7 September 2012.

Salary:—\$48,809 – \$78,311 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

Permanent full-time day work.

Location:—South.

Duties:—Develop, provide and evaluate Social Work services for patients of the Royal Hobart Hospital, as authorised, in accordance with the Code of Ethics of the Australian Association of Social Workers.

Essential Requirements:—Degree in Social Work giving eligibility for membership of Australian Association of Social Workers.

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 Megan Benier, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8354, email megan.benier@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Complex Chronic and Community Services

Care Package Co-ordinator (506042).

Applications Close:—Friday, 31 August 2012.

Salary:—\$58,549 – \$67,701 p.a.

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

Permanent full-time day work.

Location:—Central Highlands Community Health Centre.

Duties:—In accordance with primary health care principles, manage and co-ordinate the delivery of Home Care Packages to

Care Package Clients, their families and carers who live within the catchment area of the Central Highlands Community Health Centre. Co-ordinate the day to day delivery of Care Packages and other services to the frail aged, younger disabled and their carers. In consultation with clinical staff, clients and their families/carers undertake assessments, plan, implement, monitor and evaluate interventions.

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 and Tasmanian Health Organisations, phone (03) 6287 2010, 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: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Complex Chronic and Community Services

Day Centre Assistant (519256).

Applications Close:—Friday, 31 August 2012.

Salary:—\$43,602 – \$45,672 pro rata, per annum.

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

Permanent part-time day work, working 45.6 hours per fortnight.

Location:—Central Highlands Community Health Centre.

Duties:—The Day Care Assistant is required to assist with the planning and evaluation of individual and group programs that meet client needs. Organise and implement diversional therapy activities and assist clients with personal care as needed.

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 and Tasmanian Health Organisations, phone (03) 6287 2010, 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: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001.

Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Complex Chronic and Community Services

Domestic Services Officer (506099).

Applications Close:—Friday, 7 September 2012.

Salary:—\$41,625 – \$42,601 pro rata, per annum.

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

Fixed-term casual shift work, working as and when required, commencing as soon as possible for a period of twelve months.

Location:—Esperance Multi Purpose Health Centre, Dover.

Duties:—Working as part of a multi-disciplinary health care team to provide domestic support (ie: cooking and cleaning) for staff, residents and patient of the centre.

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, Director of Nursing, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6298 9200, email pamela.welsh@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Complex Chronic and Community Services

Enrolled Nurse (520510).

Applications Close:—Friday, 7 September 2012.

Salary:—\$49,236 – \$54,527 p.a.

Nurses (TPS) Award, Enrolled Nurse, Grade G, to Grade 2, Year 4.

Permanent full-time shift work.

Location:—St John's Park, New Town.

Duties:—The successful applicant will be expected to gain a sound understanding of chronic kidney disease (CKD) and the impact on the patient and family. You will develop practical and theoretical skills and knowledge in all aspects of renal dialysis and provide evidence based care to the patient with CKD and end stage kidney disease within a multidisciplinary framework.

You must possess exceptional communication and interpersonal skills and be a good team worker with a motivation to learn. Experience in this area is not required and all training and support will be provided.

This is a unique opportunity for the positive, enthusiastic Enrolled Nurse to work in a specialised nursing field.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

Enquiries to Colin Banks, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 5400, email colin.banks@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH
Complex Chronic and Community Services

Enrolled Nurse (510425).

Applications Close:—Friday, 7 September 2012.

Salary:—\$49,236 – \$54,527 pro rata, per annum.

Nurses (TPS) Award, Enrolled Nurse, Grade G, to Grade 2, Year 4.

Permanent part-time full rotational shift work, working 64 hours per fortnight.

Location:—New Norfolk District Hospital.

PLEASE NOTE: Flexible working options allow this vacancy to be filled by more than one applicant.

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:—Registered with the Nursing and Midwifery Board of Australia.

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. Disciplinary action in previous employment check.

Enquiries to Colleen Smith, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6262 2888, email colleen.smith@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH
Complex Chronic and Community Services

Health Promotion Co-ordinator (505383).

Applications Close:—Friday, 31 August 2012.

Salary:—\$76,648 – \$88,261 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 6.

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

Location:—81 Elizabeth Street, Hobart.

Duties:—In accordance with Agency policies and within a primary health care framework the Health Promotion Co-ordinator is responsible for the development and evaluation of community development and health promotion processes across the Southern Area. Provide advice to the Area Services Manager, Group Manager Complex Chronic and Community Service and CEO STAHS on identified community needs, priority areas and strategic directions for health promotion and community development.

Enquiries to Fred Howard, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6703, email fred.howard@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH
Complex Chronic and Community Services

Registered Nurse (506274).

Applications Close:—Friday, 7 September 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Fixed-term part-time fully rotational, shift work, working 40 hours per fortnight, commencing as soon as possible for a period of twelve months.

Location:—Esperance Multi Purpose Health Centre, Dover.

PLEASE NOTE: Flexible working options allow this vacancy to be filled by more than one applicant. Additionally applicants seeking casual employment are also encouraged to apply as casual as and when required hours will also be considered.

Duties:—An opportunity exists for a Registered Nurse to join the team at the Esperance Multi Purpose Health Centre. The position incorporates a diverse range of nursing functions including residential aged care, rural and remote acute care, emergent care and palliative care working in a multi-disciplinary health care team.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

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. Disciplinary action in previous employment check.

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

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, G.P.O. Box 1061, Hobart 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Hotel Services and Logistics

Clinical Coder (508163).

Applications Close:—Friday, 31 August 2012.

Salary:—\$58,549 – \$67,701 pro rata, per annum.

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

Permanent part-time day work, working 33.6 hours per fortnight.

Location:—Clinical Coding, Royal Hobart Hospital.

Duties:—The Clinical Coder is responsible for the performance of accurate and timely Clinical Coding for inpatient separations in accordance with Hospital, State and Commonwealth data standards and reporting requirements for the purposes of Australian Refined Diagnosis Related Group (ARDRG) assignment for funding, inpatient activity, clinical and non-clinical research, casemix analysis and patient care quality improvement.

Enquiries to Karen Reynolds, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8460, email karen.reynolds@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Hotel Services and Logistics

Infection Control Officer (510273).

Applications Close:—Friday, 31 August 2012.

Salary:—\$43,602 – \$45,672 p.a.

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

Permanent full-time shift work (fully rotational).

Location:—Cleaning Services, Royal Hobart Hospital.

Duties:—Under the general supervision of the Infection Prevention and Control Nurse Unit Manager, provide a dedicated infection control cleaning service across the Royal Hobart Hospital. Perform defined infection control cleaning tasks across the hospital which includes correct maintenance

and centralised storage of isolation equipment and chemicals, wearing appropriate protective clothing/equipment throughout the hospital as directed.

Enquiries to Tony Barrett, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8211, email tony.barrett@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Medicine Services

Hospital Aide, Multiple Vacancies (509199).

Applications Close:—Friday, 31 August 2012.

Salary:—\$43,602 – \$45,672 p.a.

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

Permanent full-time shift work.

Location:—Intensive Care Unit- Royal Hobart Hospital.

PLEASE NOTE: Part-time hours will be considered.

Duties:—The Hospital Aide is responsible for maintaining clean and hygienic surroundings to facilitate the control of infection in specialty areas. Contribute to, and participate as a member of the health team. Decontaminate, sterilise and maintain specialised equipment.

Enquiries to Felicity Geeves, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8856, email felicity.geeves@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Tasmanian Health Organisation South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Women and Children Services

Registered Nurse (Paediatric Outpatient Clinic) (518786).

Applications Close:—Friday, 31 August 2012.

Salary:—\$54,527 – \$69,758 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Permanent part-time day work, (40 hours per fortnight).

Location:—Womens, Adolescent and Childrens Services, Paediatric Outpatient Clinic, Royal Hobart Hospital.

Duties:—Current knowledge of, and the ability to apply nursing principles, procedures and practices in the delivery of patient/client care in a designated area and in line with legal

requirements and the ANMC National Competency Standards for the Registered Nurse.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia.

Enquiries to Janine Sawford, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8332, email janine.sawford@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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JUSTICE

OFFICE OF THE SECRETARY

Director Office of the Secretary (356380).

Applications Close:—Friday, 31 August 2012.

Salary:—\$100,957 – \$108,744 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Lead and co-ordinate support for the Agency Executive on issues across the Agency portfolios, including ministerial liaison and, departmental information strategies which includes electronic records and document management, communications, information disclosure and records management. Assist Agency Executive in their support of portfolio Ministers as required.

Enquiries to Michael Stevens, Deputy Secretary (Corporate), Department of Justice, phone (03) 6233 3201, email michael.stevens@justice.tas.gov.au.

Applications to Recruitment and Establishment, 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 Daphne Webb on (03) 6233 6809. The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF 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. Late applications will not be accepted.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

EPA DIVISION

Analytical Services Tasmania

Senior Technical Officer (Nutrients) (706867).

Applications Close:—Friday, 31 August 2012.

Salary:—\$71,148 – \$74,405 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—New Town.

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

Duties:—As part of a team of professional and technical staff in the Analytical Services Tasmania Laboratory, provide supervision and direction to technical staff and co-ordinate the day to day technical work within the Section.

Perform complex analyses and contribute to the review and assessment of laboratory practices and standards.

Enquiries to Glen Naphali, phone (03) 6230 7000, email Glen.Naphali@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.

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.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Invasive Species Branch

Project Officer (Planning) (706751).

Applications Close:—Friday, 31 August 2012.

Salary:—\$52,869 – \$57,546 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time (36.75 hours per week) from as soon as possible until 28 June 2013.

Location:—New Town.

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

Duties:—To support the planning of operational activities in the Operations Section of the Fox Eradication Program.

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

Desirable Requirements:—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 Jodie Elmer, phone (03) 6336 5256, email Jodie.Elmer@dpipwe.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

PARKS AND WILDLIFE SERVICE

Operations and Performance

North-West Region

Visitor Services Officer (2 positions) (335521 and 705503).

Applications Close:—Friday, 31 August 2012.

Salary:—\$52,869 – \$57,546 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (70% per fortnight, working a roster of 7 on/7 off).

Location:—Cradle Mt.

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:—Assist with the day to day operations of the Cradle Enterprise including financial reporting, collection of public money and banking; administration of cabin bookings; visitor information; permits applications and general administrative duties. Assist the Business Enterprise Co-ordinator with supervision of less experienced staff to ensure best practice customer service and interpretation.

Desirable Requirements:—A current motor vehicle driver's licence. A current Workplace Level 2 First Aid Certificate or equivalent.

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 Jenny Cook, phone (03) 6492 1110, email Jenny.Cook@parks.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

PARKS AND WILDLIFE SERVICE

Operations and Performance

Southern Region

Visitor Services Officer (706869).

Applications Close:—Friday, 31 August 2012.

Salary:—\$46,823 – \$50,978 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time minimum 35% FTE.

Location:—Maria Island.

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:—Assist the Senior Ranger with the day to day administrative operations of the Maria Island Field Centre including administration of accommodation and campground bookings, collection of money and banking, provision of visitor

information and other general field centre duties. Receive and service visitors and general enquiries.

Desirable Requirements:—A current Workplace Level 2 First Aid Certificate.

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 Chris Howard, phone (03) 6257 1420, email Chris.Howard@parks.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.

PUBLIC TRUSTEE

TRUSTEE SERVICES

Client Account Manager (790153).

Applications Close:—Friday, 31 August 2012.

Salary:—\$52,869 – \$57,546 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Launceston.

Duties:—The Client Account Manager will provide effective management of a basic estate and trust administration caseload in accordance with relevant legislation, procedural guidelines and client instructions while exercising a formal discretion in relation to the management of these estates and trusts.

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:—crimes involving dishonesty, crimes of violence, serious drug offences, sex related offences.

Shortlisted applicants may be required to undergo a psychometric assessment as part of the selection process.

Desirable Requirements:—Candidates should have an understanding of, or experience in the trustee industry or an associated industry, or the ability to acquire such knowledge quickly. The successful applicant will have the ability to work effectively either individually or as part of a team, well developed communication and interpersonal skills including the ability to deal with a wide range of people in a sensitive and confidential manner, and the ability to promote excellent client service through identifying and understanding client needs, and building effective relationships.

Applicants are encouraged to obtain further information about the advertised vacancy and submit applications addressing the criteria contained in the statement of duties. The statement of duties may be downloaded from the www.jobs.tas.gov.au website.

Enquiries to Gaylene Cunningham, Manager Client Services, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7606, email gcunningham@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 6233 7706, email kjohns@publictrustee.tas.gov.au.

The Public Trustee is committed to being a competitive, efficient and caring provider of quality, independent, trustee services to the Tasmanian Community. Further information about our services is available at www.publictrustee.tas.gov.au.

TREASURY AND FINANCE
BUDGET AND FINANCE DIVISION
Budget Management Branch

Principal Budget Analyst—2 Vacancies.

Applications Close:—Friday, 7 September 2012.

Salary:—\$77,536 – \$89,072 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Vacancy No. 723951.

Permanent full-time.

Location:—Hobart.

Vacancy No. 724128.

Fixed-term full-time until 30 June 2015.

Location:—Hobart.

Duties:—To provide advice to Government on the development and monitoring of the State Budget; the provision of agency services; the financial performance of government agencies; and assist with the administration of the Treasury's Budget Management System.

In the context of the selection criteria, to be successful in the position applicants will have:—well developed financial analysis and accounting skills, systems database and information management skills; an ability to understand complex issues related to the activities of the branch and identify solutions for non routine problems and high level interpersonal and communications skills.

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

Enquiries to Michael Reynolds, Director, Budget Management Branch, Department of Treasury and Finance, phone (03) 6233 2234, email michael.reynolds@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. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6233 3483.

Staff Movements

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	K. Anderson	Business Analyst/Accountant	19.08.12
Health & Human Services & Tasmanian Health Organisations	B. Allie	Finance Services Officer	16.08.12
Health & Human Services & Tasmanian Health Organisations	M. Gardiner	Clinical Nurse Educator	20.08.12
Police & Emergency Management	C. Gardner	Forensic Scientist	02.08.12
Police & Emergency Management	J. Newstead	Station Officer	08.09.12
Police & Emergency Management	W. Coad	Station Officer	29.08.12
Treasury & Finance	D. Verdouw	Principal Policy Analyst	27.08.12

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Advanced Skills Teacher	J. Richardson	15.06.12
Education	Teacher	S. McQueen	07.05.12
Education	School Psychologist	T. Feely	10.02.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	W. Merrington	06.08.12
Health & Human Services & Tasmanian Health Organisations	Environmental Cleaner	G. Smythe	07.11.11
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	P. Spain	11.08.12
Health & Human Services & Tasmanian Health Organisations	Clinical Nurse Consultant	M. Thomas	14.08.12
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	J. Connelley	17.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. Mather	16.07.12
Justice	Inspector	D. Tatchell	13.08.12
Treasury & Finance	Manager Communications and Education	P. O'Sullivan	21.08.12

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Groenewege	Nil	20.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Aldred	6 months	05.08.12
Health & Human Services & Tasmanian Health Organisations	Communications Support Officer	V. Ayton	Nil	02.09.12
Health & Human Services & Tasmanian Health Organisations	Senior Tradesperson	D. Aherne	6 months	13.08.12
Health & Human Services & Tasmanian Health Organisations	Child Protection Worker	N. Plummer	6 months	27.08.12
Health & Human Services & Tasmanian Health Organisations	Pharmacy Technician	N. Dalton	6 months	17.09.12
Health & Human Services & Tasmanian Health Organisations	Clinical Nurse Consultant - Infection Control	H. Craigie	Nil	19.08.12
Health & Human Services & Tasmanian Health Organisations	Home Help Personal Carer	R. Groombridge	Nil	05.08.12
Health & Human Services & Tasmanian Health Organisations	Child Protection Worker	S. Rautner	6 months	22.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Loone	Nil	19.08.12
Health & Human Services & Tasmanian Health Organisations	Home Help Personal Carer	N. Fifield	Nil	05.08.12
Health & Human Services & Tasmanian Health Organisations	Professional Officer - Clinical Psychologist	S. Denehey	6 months	13.08.12
Health & Human Services & Tasmanian Health Organisations	Clinical Nurse Educator	F. Booth	6 months	01.12.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Reeves	Nil	02.08.12
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	L. Gale	6 months	02.09.12
Health & Human Services & Tasmanian Health Organisations	Professional Officer - Clinical Psychologist	K. Neale	6 months	13.08.12
Health & Human Services & Tasmanian Health Organisations	Supply Officer	B. Bissett	Nil	20.08.12
Health & Human Services & Tasmanian Health Organisations	Ward Clerk	K. Farrow	6 months	13.08.12
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	C. Swinden	6 months	02.09.12
Health & Human Services & Tasmanian Health Organisations	Professional Officer - (Allied Health) Occupational Therapist	R. Hennelly	6 months	13.08.12
Health & Human Services & Tasmanian Health Organisations	Stores Officer	J. Acheson	Nil	20.08.12
Health & Human Services & Tasmanian Health Organisations	Dental Assistant	A. Blaauw	6 months	16.07.12
Health & Human Services & Tasmanian Health Organisations	Multi Skilled Domestic	P. Jackson	6 months	19.08.12
Health & Human Services & Tasmanian Health Organisations	Professional Officer - (Allied Health) Occupational Therapist	S. Champion	6 months	13.08.12
Justice	Psychologist	R. Friend	6 months	22.08.12
Primary Industries, Parks, Water & Environment	Senior Spatial Information Officer	R. Meijers	6 months	20.08.12
Primary Industries, Parks, Water & Environment	Microbiologist	K. Pike	6 months	20.08.12

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Coordinator/Diversional Therapist	K. Niekamp	2 Years	26.08.12
Health & Human Services & Tasmanian Health Organisations	Coordinator/Diversional Therapist	S. Scolyer	2 Years	26.08.12

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Pathway Planning Officer	D. Crispin	02.07.12
Education	Teacher	B. Bolton	13.02.12
Education	Education Facility Attendant	P. Jones	13.04.12
Education	Education Facility Attendant	G. Vandermeer	16.04.12
Education	Principal	E. Scott	30.04.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Burrows	05.08.12
Police & Emergency Management	Fabricator	A. Watson	31.07.12



Our conscience is crystal clear.

Together we can make a difference.

Print Applied Technology remains ever vigilant in reducing the impact of its operations on the environment, and environmental management within our production facilities is considered a critical aspect of our business.

Our investment in a world class 'EcoClean' solvent recycling system from Europe has enabled us to recycle all our solvent liquids for reuse, instead of disposing of this material which is traditional industry practice. Waste paper is managed via extraction systems and a compaction unit, capturing and bundling all waste generated during the production cycle which is then collected for recycling, reducing landfill. Vegetable based inks are used where possible on our presses, and green office principles are employed.

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