



# 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](http://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](http://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](http://www.jobs.tas.gov.au) site or the enquiries person. Application forms are available from the [www.jobs.tas.gov.au](http://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](http://www.jobs.tas.gov.au) site. A list of currently operating registers is also available from this site.

## Tasmanian Government Gazette

Email text copy to

**govt.gazette@thepat.com.au**

or fax to (03) 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

#### FURTHER EDUCATION AND TRAINING

##### *Tasmanian Polytechnic*

#### **Quality Consultant (967944).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$77,536 – \$89,072 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time from as soon as possible to 30 June 2013.

Location:—Quality, Learning and Development, South.

Description of the Role:—Co-ordinate, support and participate in work tasks and projects in relation to the scope of registration, quality, compliance and continuous improvement practices and training packages and accredited course implementation.

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.

Desirable Requirements:—TAE40110 Certificate IV in Training and Assessment, or equivalent vocational or tertiary qualifications relevant to this position.

Experience as a vocational trainer and assessor, or equivalent.  
Drivers Licence.

Enquiries to Sonia Cook, Department of Education, phone (03) 6245 8188, email *sonia.cook@education.tas.gov.au*.

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

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

#### FURTHER EDUCATION AND TRAINING

##### *Tasmanian Polytechnic*

#### **Workforce Development Consultant (965163).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$77,536 – \$89,072 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time from as soon as possible to 30 June 2013.

Location:—Quality, Learning and Development, South.

Description of the Role:—Co-ordinate, support and facilitate a range of professional development work tasks and projects which are aligned to organizational priorities and the requirements of quality standards, compliance and continuous improvement, in particular training package implementation, vocational competence development, learning design and facilitation, and assessment design, development and validation.

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.

Desirable Requirements:—TAE40110 Certificate IV in Training and Assessment, or equivalent vocational or tertiary qualifications relevant to this position.

Experience as a vocational trainer and assessor, or equivalent.  
Drivers Licence.

Enquiries to Sonia Cook, Department of Education, phone (03) 6245 8188, email *sonia.cook@education.tas.gov.au*.

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

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EDUCATION  
LEARNING SERVICES  
*Early Years*  
Child Care Unit

**Licensing Officer (962021).**

Applications Close:—Friday, 7 September 2012.  
Salary:—\$59,343 – \$68,634 p.a.  
Tasmanian State Service Award, General Stream, Band 4.  
Permanent full-time from as soon as possible.  
Location:—Education and Care Unit, Wirksworth House Bellerive.  
To promote the provision of high quality childcare through the provision of licensing, monitoring, information and related services to child care providers, users and other interested parties.

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.

Desirable Requirements:—Early childhood and/or tertiary qualifications in a relevant field. A current driver’s licence.

Enquiries to Vivienne Mitchell, Department of Education, phone (03) 6233 5650, email [vivienne.mitchell@education.tas.gov.au](mailto:vivienne.mitchell@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](mailto: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-West)*

**School Psychologist, School Support North-West (964847).**

Applications Close:—Friday, 7 September 2012.  
Salary:—\$56,436 – \$82,533 p.a.  
Teaching Service (TPS) Award, School Psychologist.  
Permanent full-time.  
Location:—School Support North-West.  
Description of the role:—Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a child and adolescent psychological service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.



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—Linda Goodwin, Divisional Support Manager, North Shore Ryde Health Service

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Essential Requirements:—Must be registered by the Psychology Board of Australia under the Health Practitioner Regulation National Law (Tasmania), or Possession of a degree with a fourth year qualification in Psychology which will enable registration following two years of supervised practice as a School Psychologist. 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.

Desirable Requirements:—(i) A current driver's licence. (ii) Eligible for membership of the Australian Psychological Society. (iii) Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award.

Enquiries to Sally Rayner, Department of Education, phone (03) 6425 1433, email [sally.rayner@education.tas.gov.au](mailto:sally.rayner@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](mailto: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-West)*

East Ulverstone Primary School

#### ***School Executive Officer, East Ulverstone Primary School (952164).***

Applications Close:—Friday, 7 September 2012.

Salary:—\$59,343 – \$68,634 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hours per fortnight for up to 42 weeks per year.

Location:—East Ulverstone Primary School.

Description of the role:—Co-ordinate the operations of a school office and support the Principal in the management of school administrative service and resources. Direct and supervise assigned non teaching staff. Provide advice to the Principal and other school staff on administrative and resource matters.

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.

Desirable Requirements:—Qualification or studies in relevant areas e.g. human resources, business studies or accounting.

Enquiries to Rosemary Egan, Department of Education, phone (03) 6425 1917, email [rosemary.egan@education.tas.gov.au](mailto:rosemary.egan@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](mailto: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 (South)*

Rosny College

#### ***School Administration Clerk (953669).***

Applications Close:—Friday, 7 September 2012.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 14.70 hours per fortnight.

Location:—Rosny College.

Description of the Role:—As part of the school office team provide a broad range of general administrative support consisting of effective and efficient client services and advice and operation of school based accounting, maintenance and records systems.

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

Enquiries to Greg Fahey, Department of Education, phone (03) 6244 9206, email [greg.fahey@education.tas.gov.au](mailto:greg.fahey@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto: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 (South)***Teacher Assistant, Moonah Primary School, Stephanie Alexander Kitchen Program (964398).**

Applications Close:—Friday, 7 September 2012.

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

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time 32 hours per fortnight from 24 September 2012 to 19 December 2012.

Location:—Moonah Primary School.

Duties:—Provide assistance to the teacher(s) by assisting with the management and learning of students in relation to the Stephanie Alexander Kitchen Garden Program. The occupant of this role will display enthusiasm and passion for cooking and an understanding that the program depends on using fresh, seasonal foods from the garden in all menus rather than processed items or foods bought out-of-season.

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

Desirable Requirements:—College or TAFE studies in health and/or education support.

Enquiries to Ange Mieзитis, Department of Education, phone (03) 6272 9868, email [angela.mieзитis@education.tas.gov.au](mailto:angela.mieзитis@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 2490, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto: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 (South)*

## Southern Support School

**Teacher Assistant, Southern Support School, 7 Vacancies.**

Applications Close:—Friday, 7 September 2012.

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

Tasmanian State Service Award, General Stream, Band 2.

Vacancy Nos. 953496, 964819, 964825, 964826, 964823, 964820, 964822.

Permanent part-time 55 hours per fortnight, forty weeks per year.

Location:—Southern Support School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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.

Desirable Requirements:—College or TAFE studies in health and/or education support.

Enquiries to Mark Edwards, Department of Education, phone (03) 6233 2100, email [mark.edwards@education.tas.gov.au](mailto:mark.edwards@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto: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 (South)*

## Student Support (South)

**Social Worker, Student Support (South) (962416).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$49,465 – \$79,153 pro rata, per annum.

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

Fixed-term part-time 30.40 hours per fortnight from as soon as possible to 21 December 2012.

Location:—Learning Services South.

Description of the role:—Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a social work service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.

Essential Requirements:—A degree in Social Work from a University, Institute of Technology or College of Advanced Education or an equivalent award from a recognised overseas institution.

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.

Desirable Requirements:—A current driver's licence. Eligibility for membership of the Australian Association of Social Workers.

Enquiries to Karen Medcraft, Department of Education, mobile 0417 548 341, email karen.medcraft@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 2490, 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

### SKILLS TASMANIA

#### *Strategic Directions*

#### Strategy

#### **Senior Planning and Policy Officer (963296).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$77,536 – \$89,072 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time from as soon as possible for 12 months.

Location:—Skills Tasmania, Hobart.

Assist with strategic planning processes and major policy development, implementation and review. Facilitate the provision of advice on policy matters for consideration by senior management and government.

Enquiries to Leanne McLean, Department of Education, phone (03) 6233 3304, email leanne.mclean@skills.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

#### **Community Dietitian (519783).**

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 (45.6 hours per fortnight until 21 June 2013).

Location:—Hobart, Launceston, Devonport or Burnie.

Duties include:—Assess the nutritional needs of the population, especially those of nutritionally vulnerable groups.

Plan, implement and evaluate community-based programs that address the nutritional needs of the population.

Co-ordinate and participate in intersectoral programs that promote the health and well being of the community, through improved nutrition.

Desirable Requirements:—Current Drivers Licence.

Essential Requirements:—Approved Bachelor of Science degree, or equivalent, from a University or other tertiary institution, majoring in appropriate subjects, and a graduate diploma or post graduate degree course in dietetics of one or two years, or an approved four year undergraduate degree majoring in nutrition and dietetics at a recognised Australian tertiary institution, or a pass in the Dietitians Association of Australia (DAA) examination in dietetics for overseas trained dietitians.

Enquiries to Kacey Rubie, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0400 152 355, email kacey.rubie@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

#### *Ambulance Tasmania*

#### Emergency and Medical Services

#### **Paramedic (520678).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$53,064 – \$61,024 p.a.

Tasmanian Ambulance Service Award, Paramedic Year 1 to Year 6 (Base).

Permanent full-time shiftwork.

Location:—Located in the South, North and North West.

Please Note:—Paramedic graduates and Intensive Care Paramedics are also encouraged to apply – please refer to relevant Statement of Duties. Fixed term employment may be offered. Multiple vacancies are available.

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

Desirable Requirements:—Drivers Licence.

Essential Requirements:—Holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service.

Current Driver's Licence.

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

Enquiries to Andrew O'Brien, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 8572, email [andrew.obrien@dhhs.tas.gov.au](mailto:andrew.obrien@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

##### *Children and Youth Services*

#### **Child and Family Health Nurses (500915).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$61,739 – \$74,620 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 4 to Grade 4, Year 4 CH FCH.

Permanent full-time day work, SEE NOTE BELOW.

Location:—DHHS-CYS, Children and Youth Services, CHAPS, South.

PLEASE NOTE:—Full-time or alternative part-time hours may be available by negotiation.

Other permanent full-time or part-time vacancies, and fixed term full-time and part-time vacancies, that may arise in the near future may also be filled from this selection process.

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

Selection criteria includes:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same.

Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice.

Demonstrated clinical skills appropriate to the area of family and child health nursing.

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

Current Driver's Licence.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction check in

the following areas—crimes of violence, sex related offences, serious drug offences, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Kim Parker, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7876, email [kim.parker@dhhs.tas.gov.au](mailto:kim.parker@dhhs.tas.gov.au).

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

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#### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

##### HEALTH AND HUMAN SERVICES

##### *Population Health*

##### Population Health Operations

##### Population Health and Wellbeing

#### **Aboriginal Health Program and Planning Officer (513975).**

Applications Close:—Friday, 14 September 2012.

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

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

Fixed-term part-time (45.6 hours per fortnight for a period of 2 years).

Location:—Hobart.

Managing the promotion, organisation and facilitation of the DHHS Aboriginal Cultural Competency Training programs. Leading the development of key Aboriginal health strategies including those identified in the National Aboriginal Health Plan and COAG Closing the Gap Targets. Working as part of the Aboriginal health team to facilitate consumer engagement, community consultations and other actions as required.

Selection Criteria includes:—A demonstrated ability to develop, co-ordinate, implement and evaluate training programs, in particular those focusing on Aboriginal cultural competency. A demonstrated ability to communicate sensitively and effectively with a wide range of stakeholders, including DHHS managers and staff, non-government, Aboriginal community organisations and Aboriginal and Torres Strait Islander people. Strong links with the Tasmanian Aboriginal community, knowledge of a range of consultation methodologies and the capacity to liaise sensitively and effectively with various groups within the community.

Enquiries to Jeanette James, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7405, email [Jeanette.james@dhhs.tas.gov.au](mailto:Jeanette.james@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*

**Cleaner (520928).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$38,286 – \$41,027 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 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 Alcohol and Drug Service (ADS) is a key provider of specialist treatment services for Tasmanians who are affected by alcohol and drug use. To that end, we provide a range of clinical inpatient and outpatient services, including clinical withdrawal and pharmacotherapy treatment services at the Carruthers Building, St Johns Park, New Town.

The ADS is looking for a casual cleaner to provide cleaning duties when the regular staff are unavailable.

You will be expected to be responsible for maintaining a high standard of cleanliness within designated unit areas, and be able to negotiate specific cleaning requirements with the Service's two Nurse Unit Managers.

The successful applicant will be expected to exercise reasonable care in the performance of their duties consistent with OHandS Safe Work practices, particularly in relation to infection control, hygiene and personal safety.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Allan Purcell, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7974, email allan.purcell@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*

**Registered Nurse (502795).**

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.

Permanent part-time Shift Work (Fully Rotational), working 40 hours per fortnight.

Location:—Spencer Clinic, Burnie.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Registered Nurse: Utilises a problem solving approach and established nursing procedures in the delivery and evaluation of direct care to a designated number of clients. Interacts effectively with consumers, families and significant others in the planning and implementation of care in collaboration with other members of the health team to ensure consumer focused outcomes. Remains actively involved in maintaining and continually improving the quality of client care provided by the service.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia and possesses specialist tertiary graduate or postgraduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, a hospital based training program that resulted in previous registration as a psychiatric nurse by the relevant nurse registration authority within Australia, New Zealand or the United Kingdom.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Jean Burrows, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6579, mobile 0427 740 649, email [jean.burrows@dhhs.tas.gov.au](mailto:jean.burrows@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*

**Senior Pharmacist Correctional Health (516323).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$86,033 – \$95,154 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 4.

Fixed-term full-time day work (with oncall), commencing as soon as possible for a period of 12 months.

Location:—Risdon Prison Complex, Health Centre Risdon Prison Hospital.

Duties:—To support, lead and direct staff ensuring an efficient pharmacy service working to achieve safe, cost effective, quality use of medicines at the Risdon Prison Complex and associated facilities, and Wilfred Lopes Centre.

Provide and co-ordinate medication management as part of a multi-disciplinary team in the area of Correctional Health, including dispensing, patient counseling and provision of professional advice and consultancy services to other health professionals.



Educate health and justice staff in the theory and practice of medication management and supervise other associated support staff in the specialist area.

Lead and facilitate the maintenance and provision of drug information and drug utilisation evaluation in all areas of the prison.

Essential Requirements:—Registered with the Pharmacy 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

A person nominated for this position must also satisfy a further criminal history check in accordance with the Director of Prison's Standing Orders established under the Corrections Act 1997.

Standing Order – Identification (ID) Cards and Visitor Passes 5.02 and Standard Operating Procedure – Tasmanian Prison Service Identification (ID) Cards MH5.02.1. A nominated person cannot be employed within Correctional Primary Health Services if excluded from entry to Tasmanian Prison Services under the Corrections Act 1997.

Enquiries to Claire Sutton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6216 8253, email [claire.sutton@dhhs.tas.gov.au](mailto:claire.sutton@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

#### **Pharmaceutical Contract Project Officer (513830).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$70,260 – \$73,463 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—The incumbent is responsible for provision of specialised advice regarding pharmaceutical procurement and contract management activities. Co-ordinating and evaluating pharmaceutical supply contract arrangements (in consultation with the Procurement Advisory Service). This requires the role to undertake specific tasks in accordance with the Agency's stringent procurement policy and procedures and accept responsibility for relevant timelines. Collecting information from hospital departments, suppliers and other sources and undertake detailed analysis in collaboration with the relevant Departmental and Statewide Pharmacy staff. The occupant of the position operates with limited supervision under the direction of the Statewide Medication Co-ordinator and is expected to work collaboratively with managers and staff within the hospital Pharmacy Departments and the Procurement Advisory Service. This may require some intrastate travel.

Enquiries to Anita Thomas, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3550, email [anita.thomas@dhhs.tas.gov.au](mailto:anita.thomas@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*

#### **Pharmacist (519880).**

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 daywork (with oncall). Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Pharmacy, Launceston General Hospital.

Duties:—To work as a part of the Hospital Pharmacy Department and Hospital team to provide a comprehensive, efficient and accountable pharmacy service for hospital inpatients and outpatients.

Essential Requirements:—Registered with the Pharmacy 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Paula Cooper, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7732, email [paula.cooper@dhhs.tas.gov.au](mailto:paula.cooper@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*

#### **Staff Specialist (504802).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$132,011 – \$184,815 p.a.

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

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

Location:—Anaesthesia Department.

Duties:—To provide quality specialist medical services to the Launceston General Hospital within the limits of specified clinical privileges.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Dan Huon, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7576, email dan.huon@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 WEST

*Mersey Community Hospital*

#### **After Hours Nurse Unit Manager (516324).**

Applications Close:—Friday, 7 September 2012.

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

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

Fixed-term casual working as and when required.

Location:—Mersey Community Hospital.

Duties:—The Tasmanian Health Organisation, North West has an exciting opportunity for a dynamic individual to join the team at Mersey Community Hospital (MCH) in the role of After Hours Nurse Unit Manager on a casual basis. The Mersey Community Hospital is the only hospital in the country owned and funded by the Commonwealth Government and by arrangement is operated by the Tasmanian Government.

Primarily you will be responsible for the complete after hour's management of our 100 bed facility offering general and specialist health services to the region. Responsibilities include, patient transfers, bed allocation, physical and human resource management and maintenance of risk and emergency management strategies.

Your comprehensive knowledge and experience in contemporary nursing management practice, including, clinical governance and standards, combined with a profound understanding of the ethics and legislation will assist you to successfully manage the facility and ensure a high standard of patient care is maintained throughout.

Leadership is a key component of this role and you will be expected to demonstrate the capability to provide a clear sense of direction, whilst inspiring a positive attitude. Working as part of a dynamic multidisciplinary team you will be able to establish productive networks with individuals at all levels and disciplines. High level communication and interpersonal

skills are required to co-ordinate and evaluate situations to make sound rational decisions in a demanding environment. You will have a strong business focus whilst ensuring best care outcomes for patients with available resources.

We are dedicated to providing a well supported working environment and ongoing participation in professional and education development.

In addition to an idyllic location on the North West Coast of Tasmania where you are surrounded by picturesque beaches and forests, we can also offer you an attractive salary plus superannuation and access to salary packing.

If this sounds like your next career opportunity please contact Julie Duff on (03) 6426 5468 for a confidential discussion or email [Julie.duff@dhhs.tas.gov.au](mailto:Julie.duff@dhhs.tas.gov.au) today.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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#### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mersey Community Hospital*

#### **Clinic Receptionist (514501).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$46,265 – \$50,325 pro rata, per annum.

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

Fixed-term part-time day work, working 68.4 hours per fortnight.

Location:—Mersey Community Hospital.

Duties:—The Tasmanian Health Organisation-North West (THO-NW) is seeking to recruit an enthusiastic and motivated person with excellent communication and interpersonal skills. As a Clinic Receptionist you will be responsible for the provision of a customer focused general reception and telephone service to the Outpatient Clinic at Mersey Community Hospital.

This is a front line position within Outpatient Clinics where your main priority will be checking in patients when they arrive for appointments and departing them when they leave. Other duties will include but are not limited to processing referrals received, making appointments and answering telephone and general enquiries from patients.

Communication skills are instrumental for this role as you will be liaising with multiple stakeholders such as clients, staff and consultants. Your ability to maintain a high level of confidentiality in your day to day dealings with patient details and personal medical records is invaluable.

This is a 12 month fixed term role.

For more information or to discuss your application today please contact Ally Clark, Supervisor PIMS on 6426 5656 or email [allyson.clark@dhhs.tas.gov.au](mailto:allyson.clark@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mersey Community Hospital*

### **Pharmacist (515013a).**

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.

Fixed-term full-time day work, working 76 hours per fortnight.

Location:—Mersey Community Hospital.

Duties:—The Tasmanian Health Organisation, North West is seeking to recruit an experienced and registered pharmacist to join our Hospital Pharmacy Department at the Mersey Community Hospital in Latrobe. Applications are sought from individuals with experience in a range of activities such as dispensing and/or clinical pharmacy, preferably in a hospital setting.

You will be responsible for the efficient and accountable provision of inpatient and outpatient pharmacy services, ensuring compliance with legal, professional, ethical, departmental and hospital requirements. A key component of this role is to provide an integrated and documented medication management service that meets the requirements of the APAC guidelines to allocated patients throughout an episode of care.

The successful applicant will have an understanding of clinical pharmacy guidelines such as, the APAC Guidelines, Pharmaceutical Review and Medication Management Review programs and a working knowledge of the Pharmaceutical Benefits Scheme. Your knowledge and demonstrated ability to assess and evaluate drug regimes and medicines information will assist you to routinely offer advice to patients and health care professionals. Well developed communication, interpersonal skills combined with a history of contributing positively to the workplace, will allow you to work effectively as an active member of a diverse multidisciplinary.

With the freshest air in the world, the North West Coast provides an enviable lifestyle for work and social activities. Complimented by stunning scenery, outstanding forests, mountains, beaches on your doorstep and Melbourne only an hour by plane, this opportunity offers a chance to embrace your work life balance at its best.

In addition to an attractive salary, superannuation and access to salary packaging we will offer you a dynamic and well supported working environment.

For more information or to discuss your application please contact Paula Cooper on 6348 7732 or email [paula.cooper@dhhs.tas.gov.au](mailto:paula.cooper@dhhs.tas.gov.au).

Essential Requirements:—Registered with the Pharmacy 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*North West Regional Hospital*

### **Communication Support Officer (501857).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$52,160 – \$56,777 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 3.

Fixed-term casual working as and when required.

Location:—North West Regional Hospital.

Duties:—Are you enthusiastic, customer focused and committed to providing professional service? This could be the career opportunity you are looking for.

The Tasmanian Health Organisation, North West is seeking an enthusiastic and professional individual for the role of Communications Support Officer located at North West Regional Hospital in Burnie. We are seeking applicants with highly developed communication, interpersonal and organisational skills. You will work within a multi-skilled environment to provide an efficient, effective, confidential and courteous service through the Switchboard, Main Reception and Department of Emergency Medicine Reception.

In this role you will be required to work shift work including nights and weekend.

The primary duties of this role are to control and direct all telephone calls, provide a front line reception services, answer all patient, staff and public enquiries and refer enquiries to the correct departmental personnel. You will assist with general administration duties such as co-ordination of meeting room and government vehicle bookings, receiving and receipting of petty cash. In addition, you may be required to interview patients and complete relevant administrative procedures related to admission to the Department of Emergency Medicine.

The successful applicant will have demonstrated skills in the use of programs within Microsoft Office and thorough knowledge of and skills relevant to communication network information and support services. You will exhibit the knowledge of or capacity to acquire knowledge of hospital procedures relating to emergencies and various codes of practice.

Demonstrated capacity to use initiative and problems solving skills to communicate effectively at all levels and handle sensitive situations with diplomacy and confidentiality are key attributes required to successfully fulfil this role.

For more information or to discuss your career in hospital administration opportunity today, please contact Andrew Groves on (03) 6430 6615/0419 973 006 or email [andrew.groves@dhhs.tas.gov.au](mailto:andrew.groves@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*North West Regional Hospital*

**Domestic Services Officer—2 Vacancies.**

Applications Close:—Friday, 7 September 2012.

Salary:—\$38,286 – \$41,027 p.a.

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

Vacancy No. 501976.

Permanent full-time shift worker, working 76 hours per fortnight.

Location:—North West Regional Hospital.

Vacancy No. 501977.

Permanent part-time shift worker, working 38 hours per fortnight.

Location:—North West Regional Hospital.

Duties:—The Tasmanian Health Organisation, North West is seeking to recruit a motivated Domestic Services Officer to provide an efficient cleaning service at the North West Regional Hospital.

The ideal candidate will be able to use and control various items of industrial cleaning equipment, safely and efficiently and possess a working knowledge in the use of cleaning chemicals or the ability to acquire such knowledge.

You will have an awareness of universal precautions and all infection control protocols relating to cleaning. In addition an awareness of cleaning policies, protocols and procedures in cytotoxic and sterile areas, or the ability and motivation to develop an understanding and apply appropriately within your work environment will be vital to successfully fulfil this role.

Completion of an isolation cleaning course will be an advantage, however training can be provided.

You will be a self starter, who is able to prioritise work and complete tasks in an efficient but effective manner. You will have sound communication and interpersonal skills and the ability to build a good rapport with your colleagues and staff members.

We will offer you excellent remuneration plus superannuation and access to salary packaging, along with a modern work environment and a welcoming and supportive team.

For more information or to discuss your application today please contact Andrew Groves on (03) 6430 6615/0419 973 006 or email [andrew.groves@dhhs.tas.gov.au](mailto:andrew.groves@dhhs.tas.gov.au).

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*North West Regional Hospital*

**Domestic Services Officer (Relief) (501982).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$38,286 – \$41,027 pro rata, per annum.

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

Fixed-term casual working shift work, as and when required.

Location:—North West Regional Hospital.

Duties:—The Tasmanian Health Organisation, North West is seeking to recruit a motivated Domestic Services Officer to provide casual relief cleaning services at the North West Regional Hospital.

The ideal candidate will be able to use and control various items of industrial cleaning equipment, safely and efficiently and possess a working knowledge in the use of cleaning chemicals or the ability to acquire such knowledge.

You will have an awareness of universal precautions and all infection control protocols relating to cleaning. In addition an awareness of cleaning policies, protocols and procedures in cytotoxic and sterile areas, or the ability and motivation to develop an understanding and apply appropriately within your work environment will be vital to successfully fulfil this role.

Completion of an isolation cleaning course will be an advantage, however training can be provided.

You will be a self starter, who is able to prioritise work and complete tasks in an efficient but effective manner. You will have sound communication and interpersonal skills and the ability to build a good rapport with your colleagues and staff members.

We will offer you excellent remuneration plus superannuation and access to salary packaging, along with a modern work environment and a welcoming and supportive team.

For more information or to discuss your application today please contact Andrew Groves on (03) 6430 6615/0419 973 006 or email [andrew.groves@dhhs.tas.gov.au](mailto:andrew.groves@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Primary Health Services North West*

**Enrolled Nurse (502388).**

Applications Close:—Wednesday, 12 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 worker, working 76 hours per fortnight.

Location:—King Island Hospital and Health Centre.

Duties:—The King Island Hospital and Health Centre is recruiting enthusiastic, motivated and experienced Enrolled

Nurses to provide direct and indirect nursing care to its patients and join our team of committed health professionals.

A part of the Tasmanian Health Organisation-North West, the King Island Hospital and Health Centre provides emergency, acute and sub-acute care fully supported by the North West Regional Hospital in Burnie. A residential aged care facility is also incorporated into the facility, offering 14 beds and some redevelopment is underway which will result in a contemporary and well-resourced working environment.

As an Enrolled Nurse, you will enjoy the diversity this position offers and you will contribute to the health outcomes of your patients and residents through excellence in practice, fostering a learning culture, contributing to quality improvement activities and working collaboratively with other members of the health team.

Your previous experience working in remote or rural locations will be a distinct advantage.

The Kingsland Hospital is co-located with a Community Centre where a range of Allied Health Services are available and two general practitioners provide primary health care along with clinical services to the clients of the Hospital.

We will offer you a welcoming and supportive environment, excellent remuneration with additional remote and district allowances provided.

If you are looking for a safe and relaxing lifestyle for you and your family, King Island is the idyllic location. It has outstanding scenery and is renowned for its prize winning cheeses, beef and excellent seafood. The vibrant community has good access to social, recreational and sporting activities and the township of Currie buzzes with activity.

Please call the Director of Nursing, Robyn Bridgewater to discuss your application today on (03) 6462 9900 or email [robyn.bridgewater@dhhs.tas.gov.au](mailto:robyn.bridgewater@dhhs.tas.gov.au).

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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#### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Primary Health Services North West*

#### **Registered Nurse (502383g).**

Applications Close:—Wednesday, 12 September 2012.

Salary:—\$54,527 – \$69,758 p.a.

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

Permanent full-time shift worker, working 76 hours per fortnight.

Location:—King Island Hospital and Health Centre.

Duties:—The King Island Hospital and Health Centre is recruiting enthusiastic, motivated and experienced Registered

Nurses to provide direct and indirect nursing care to its patients and join our team of committed health professionals.

A part of the Tasmanian Health Organisation, North West, the King Island Hospital and Health Centre provides emergency, acute and sub-acute care fully supported by the North West Regional Hospital in Burnie. A residential aged care facility is also incorporated into the facility, offering 14 beds and some redevelopment is underway which will result in a contemporary and well-resourced working environment.

As a Registered Nurse, you will enjoy the scope of practice on offer and this is a real opportunity to extend yourself, be challenged and enjoy the diversity this positions presents. You will contribute to the health outcomes of your patients and residents through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Your previous experience working in remote or rural locations will be a distinct advantage.

The King Island Hospital is co-located with the Community Centre where a range of Allied Health Services are available and two general practitioners provide primary health care along with clinical services to the clients of the Hospital.

We will offer you a welcoming and supportive environment, excellent remuneration with additional remote and district allowances provided.

If you are looking for a safe and relaxing lifestyle for you and your family, King Island is the idyllic location. It has outstanding scenery and is renowned for its prize winning cheeses, beef and excellent seafood. The vibrant community has good access to social, recreational and sporting activities and the township of Currie buzzes with activity.

Please call the Director of Nursing, Robyn Bridgewater to discuss your application today on (03) 6462 9900 or email [robyn.bridgewater@dhhs.tas.gov.au](mailto:robyn.bridgewater@dhhs.tas.gov.au).

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation, North West, P.O. Box 274, Ulverstone 7315.

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#### HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

#### **Registered Nurse—Multiple Vacancies (509379).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$54,527 – \$69,758 p.a.

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

Permanent full-time shift work, part-time hours will also be considered.

Location:—Cardiology /Cardiothoracics, Royal Hobart Hospital.

**Duties:**—Tasmanian Health Organisation South is seeking to recruit multiple Grade 3 Registered Nurses who are motivated and enjoy working collaboratively with a team of health professional in what can be a demanding and fast paced environment. As a Registered Nurse you will ensure the provision of quality nursing care to patients within the Cardiology Unit. Your excellent communication and interpersonal skills will ensure that patients, their families and other health clinicians are kept informed and respond appropriately for the benefit of the patient.

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

Enquiries to Jenni Young, Department of Health and Human Services and Tasmanian Health Organisations, phone 0417 560 289, email [jenni.young@dhhs.tas.gov.au](mailto:jenni.young@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*

#### **Physiotherapist—3 Vacancies (508310).**

Applications Close:—Friday, 14 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 (see note).

Location:—South.

**PLEASE NOTE:** Part-time hours will also be considered. Additionally applicants seeking fixed term employment are also encouraged to apply as fixed term regular hours and fixed term casual as and when required hours will also be considered.

**Duties:**—Are you an early career physiotherapist looking for a great opportunity to gain clinical experience across a range of general and specialised practise areas in a friendly and relaxed working environment? With Royal Hobart Hospital (RHH) Physiotherapy Services you can have it all, an opportunity to enhance your physiotherapy career while enjoying the ultimate balance of work, rest and play. We offer a supportive place to work, with opportunities for a wide variety of professional development opportunities, where senior and experienced colleagues are keen to pass on their clinical experience. Successful applicants will be able to meet the selection criteria for the position, including the ability to provide clinical interventions for patients of the RHH and participate in a range of quality improvement projects to ensure safe and effective services.

**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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Elisabeth Pilgrim, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8101, email [elisabeth.pilgrim@dhhs.tas.gov.au](mailto:elisabeth.pilgrim@dhhs.tas.gov.au).

Please address the selection criteria contained in the Statement of Duties, provide relevant personal details and work history.

You are encouraged to apply online (use button below) or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment, 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*

#### **Food Services Officer (520519).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$38,286 – \$41,027 pro rata, per annum.

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

Fixed-term casual shift work commencing as soon as possible until 17 December 2012.

Location:—Royal Hobart Hospital.

**Duties:**—To assist with the food preparation, production, plating service, warewashing, and cleaning duties in the provision of catering services to patients, visitors and staff of the hospital.

Enquiries to Malcolm Sutcliffe, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7951, email [malcolm.sutcliffe@dhhs.tas.gov.au](mailto:malcolm.sutcliffe@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*

#### **Enrolled Nurse—Multiple Vacancies (513674).**

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, part-time hours will also be considered, Multiple vacancies.

Location:—Cardiology/Cardiothoracics, Royal Hobart Hospital.

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

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

Enquiries to Jenni Young, Department of Health and Human Services and Tasmanian Health Organisations, phone 0417 560 289, email [jenni.young@dhhs.tas.gov.au](mailto:jenni.young@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*

##### **Specialist Medical Practitioner (510849).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$132,011 – \$184,815 pro rata, per annum.

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

Fixed-term part-time day work (with oncall), working 38 hours per fortnight, commencing as soon as possible until 11 January 2013.

Location:—Medicine services.

Duties:—To provide a consultant role in General Medicine. To provide inpatient and outpatient care to public and private patients of the Royal Hobart Hospital in General Medicine. To be involved in undergraduate and postgraduate teaching, and to be actively involved in research. To undertake quality improvement activities.

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

Enquiries to Dr Roland McCallum, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7190, email [roland.mccallum@dhhs.tas.gov.au](mailto:roland.mccallum@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

*Oral Health Services (Statewide)*

Oral Health North West

##### **Dental Assistant, Relief (501725).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$47,183 – \$50,324 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 5.

Fixed-term casual day work, working as and when required, commencing as soon as possible for a period of two years.

Location:—North West.

Duties:—Assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices. Take a lead role in training, assisting and orientating less experienced staff.

Enquiries to Brooke Murfet, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6440 7120, email [brooke.murfet@dhhs.tas.gov.au](mailto:brooke.murfet@dhhs.tas.gov.au).

Please address the selection criteria contained in the Statement of Duties, provide relevant personal details and work history.

You are encouraged to apply online (use button below) or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment, 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

*Oral Health Services (Statewide)*

Oral Health North West

##### **Senior Clinician (519987).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$147,159 – \$154,517 p.a.

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

Permanent full-time day work.

Location:—North West.

Duties:—Lead, supervise, integrate and model best practice in the delivery of quality public oral health services, based on best practice principles and within a collaborative and multi-disciplinary framework.

Contribute to the development, implementation and evaluation of oral health clinical care policies and practices for Oral Health Services Tasmania.

Lead the development, promotion and implementation of a professional and supportive team environment.

Provide the oversight, leadership, liaison and risk management function of the Special Care Dental Unit situated within the framework of the acute hospital sector.

Essential Requirements:—Registered with the Dental 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Roseanne Robinson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6440 7119, email [roseanne.robinson@dhhs.tas.gov.au](mailto:roseanne.robinson@dhhs.tas.gov.au).

Please address the selection criteria contained in the Statement of Duties, provide relevant personal details and work history.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Oral Health Services (Statewide)*

Oral Health North West

**Senior Dental Therapist (501268).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$86,033 – \$95,154 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 4.

Permanent full-time day work.

Location:—North West.

Duties:—Assist the Area Manager with the overall organisation, co-ordination and management in the area of dental therapy service delivery.

Participate as a member of both the area management team and relevant statewide committees to assist in determining directions, policies, guidelines and priorities for the Oral Health Service in general and children's dental services in particular, including relevant workforce initiatives.

Provide high level clinical leadership and advanced clinical services in accordance with organisational policies and professional code of conduct.

Provide high level advice and assistance to the Area Manager, Director Clinical Services and other relevant staff in relation to novel, complex and critical aspects of dental therapy.

Essential Requirements:—Registered with the Dental 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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Roseanne Robinson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6440 7119, email [roseanne.robinson@dhhs.tas.gov.au](mailto:roseanne.robinson@dhhs.tas.gov.au).

Please address the selection criteria contained in the Statement of Duties, provide relevant personal details and work history.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Oral Health Services (Statewide)*

Oral Health South

**Dental Officer (501155).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$92,588 – \$144,164 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, Dental Officer, Level 1 to Level 3.

Permanent part-time day work, working 30.4 hours per fortnight.

Location:—North.

Duties:—Provide clinical dental services and associated administrative functions consistent with Tasmanian Oral Health Service policies. This involves the provision of dental services (at general dental practitioner level) to children and concession card beneficiaries in accordance with current treatment guidelines and management policies.

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

Enquiries to Dr Ric Kalesh, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4193, email [ric.kalesh@dhhs.tas.gov.au](mailto:ric.kalesh@dhhs.tas.gov.au).

Please address the selection criteria contained in the Statement of Duties, provide relevant personal details and work history.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Women and Children Services*

**Midwifery Graduate Program (2013).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$54,527 – \$69,758 p.a.

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

Fixed-term part-time shift work (fully rotational), hours will be negotiated.

Location:—Womens, Adolescent and Childrens Services, Maternity Unit, 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 Midwife.

Sound interpersonal and communication skills, including written skills and the ability to function effectively in a multidisciplinary team environment.

Knowledge of continuous quality improvement with the application of evidence based practice in the practice setting



and the ability to undertake client education in the practice setting, together with a commitment to participate in ongoing professional development.

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

Enquiries to Becky French, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8299, email [becky.french@dhhs.tas.gov.au](mailto:becky.french@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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## INFRASTRUCTURE, ENERGY AND RESOURCES

### CORPORATE SERVICES DIVISION

#### *Information Management*

#### **Senior Database and Systems Officer (372559).**

Applications Close:—Friday, 14 September 2012.

Salary:—\$77,536 – \$89,072 p.a.

Tasmanian State Service Award, ICT Level 3.

Permanent full-time.

Location:—Hobart.

**Duties:**—In conjunction with other team members, provide technical input into the formulation of procedures and standards for database creation, maintenance, application software control and naming conventions.

Provide authoritative technical advice on relational database software and associated tools to support the future directions for database information holdings.

Lead and advise in the undertaking of high-level tasks related to the databases, other middleware products, security and communication pertinent to information holdings and corporate application software.

Lead and participate in project initiatives that are managed using contemporary project management practices. Provide practical advice in respect of appropriate quality standards, with particular regard to departmental information management strategies, standards, methodologies and interfacing of systems.

Undertake high-level research and analysis of technical options and also prepare authoritative technical reports including recommendations for future business-specific application direction.

Manage and participate in the preparation and maintenance of high-quality documentation to support the operations of database support services and corporate application hosting.

Establish and maintain cooperative relationships and act as an effective liaison between agency information providers, business units, data custodians and contractors. Where appropriate, participate in working parties or external committees, negotiating and influencing outcomes in specialist areas such as data management, administration or support.

**Essential Requirements:**—An appropriate tertiary qualification in a relevant discipline (eg. Computer Science or Information Technology, etc).

**Desirable Requirements:**—Experience with the Microsoft Windows and Oracle Solaris operating environments.

Experience and knowledge of Microsoft SQL Server, MySQL database, Java application servers such as JBoss Application Server and Apache Tomcat.

Enquiries to David Legge, Senior Application Specialist, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart, phone (03) 6233 7148, email [David.Legge@dier.tas.gov.au](mailto:David.Legge@dier.tas.gov.au).

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, 10 Murray Street Hobart, 7000, phone (03) 6233 2077, fax (03) 6233 5337, email [recruitment@dier.tas.gov.au](mailto:recruitment@dier.tas.gov.au).

## JUSTICE

### COMMUNITY CORRECTIONS

#### *North West Region*

#### **CSO Support Officer (354960).**

Applications Close:—Friday, 7 September 2012.

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

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time 58.80 hours per fortnight (working Tuesday to Friday) for a period of 12 months.

Location:—North West Region.

**Duties:**—Perform a range of administrative and reception tasks, including the preparation of correspondence and maintenance of electronic records and data. Assist Probation Officers with the co-ordination and delivery of the induction program to offenders undertaking Community Service Orders, including facilitation of the workplace health and safety sessions.

**Additional Information:**—All Community Service Order Support Officer applicants are required to undergo psychological and aptitude testing as part of the selection process.

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 checks in the following; Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or the Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

**Desirable Requirements:**—Current driver's licence and relevant tertiary qualifications.

Enquiries to Tristan Bell, Co-ordinator CSO Scheme, Community Corrections, Department of Justice, phone (03) 6233 3105, email [tristan.bell@justice.tas.gov.au](mailto:tristan.bell@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](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Tristan Bell on (03) 6233 3105. 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.

## JUSTICE

## COMMUNITY CORRECTIONS

*Northern Region***Community Service Order Supervisor (356347).**

Applications Close:—Friday, 7 September 2012.

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

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time minimum 8 hours a fortnight, including weekends, hours and conditions to be negotiated.

Location:—Launceston.

Duties:—Advise, direct and encourage people undertaking Community Service Orders to complete their orders, providing clear practical demonstration to clients in the type of work required. Initiate and maintain contact with individuals and representatives or organisations receiving assistance from Community Service Order programs and to advise the appropriate Probation Officer of any change in their circumstances or needs.

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

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

Enquiries to Tristan Bell, Co-ordinator CSO Scheme, Community Corrections, Department of Justice, phone (03) 6233 3105, email [tristan.bell@justice.tas.gov.au](mailto:tristan.bell@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](mailto:applications@justice.tas.gov.au).

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## JUSTICE

## LEGAL AID COMMISSION OF TASMANIA

**Legal Practitioner (355219).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$71,910 – \$91,437 p.a.

Legal Practitioners Agreement 2010, Level 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Burnie.

Duties:—To appear in Court on behalf of Commission clients on any matter in the criminal jurisdiction, and maintain all relevant file management in the Commission's Criminal Case Management System. To perform such other professional legal work as directed from time to time.

Essential Requirements:—Admitted or eligible for admission as a Barrister or Practitioner of the Supreme Court of Tasmania.

Desirable Requirements:—Experience in the practice of Criminal Law.

Enquiries to Norman Reaburn, Director, Legal Aid Commission, 158 Liverpool Street (GPO Box 1422), Hobart, phone (03) 6236 3820, fax (03) 6236 3811, email [Norman.Reaburn@legalaid.tas.gov.au](mailto:Norman.Reaburn@legalaid.tas.gov.au).

Applications to Leesa Bevan, Director's Assistant, Legal Aid Commission, G.P.O. Box 1422, Hobart 7001, phone (03) 6236 3820, fax (03) 6236 3811, email [Leesa.Bevan@legalaid.tas.gov.au](mailto:Leesa.Bevan@legalaid.tas.gov.au).

## JUSTICE

## LEGAL AID COMMISSION OF TASMANIA

**Legal Practitioner (356340).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$96,778 – \$115,383 p.a.

Legal Practitioners Agreement 2010, Level 3.

Permanent full-time 73.5 hours per fortnight.

Location:—Burnie.

Duties:—To appear in Court on behalf of Commission clients on any matter in the criminal jurisdiction, and maintain all relevant file management in the Commission's Criminal Case Management System. To perform such other professional legal work as directed from time to time.

Essential Requirements:—Admitted or eligible for admission as a Barrister or Practitioner of the Supreme Court of Tasmania.

Desirable Requirements:—A minimum of 5 years experience as a practitioner in the Criminal Law jurisdiction.

Enquiries to Norman Reaburn, Director, Legal Aid Commission of Tasmania, 158 Liverpool Street, Hobart, phone (03) 6236 3820, fax (03) 6236 3811, email [Norman.Reaburn@legalaid.tas.gov.au](mailto:Norman.Reaburn@legalaid.tas.gov.au).

Applications to Leesa Bevan, Director's Assistant, Legal Aid Commission of Tasmania, G.P.O. Box 1422, Hobart 7001, phone (03) 6236 3820, fax (03) 6236 3811, email [Leesa.Bevan@legalaid.tas.gov.au](mailto:Leesa.Bevan@legalaid.tas.gov.au).

## PREMIER AND CABINET

## CORPORATE SERVICES DIVISION

*Human Resources Management Branch***Senior HR Consultant (001900).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$92,115 – \$98,387 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time or part-time (80%).

Location:—Hobart.

Duties:—Contribute to effective delivery of human resource outcomes through the effective and efficient delivery of services

that support Divisions in managing staff. Provide specialist authoritative and consultative advice to senior management on complex human resource matters and lead and manage a team of staff to deliver operational and policy advice.

Desirable Requirements:—Appropriate tertiary qualifications are desirable.

Enquiries to Katrina Sage, Human Resources Manager, Department of Premier and Cabinet, phone (03) 6232 7482, email [Katrina.Sage@dpac.tas.gov.au](mailto:Katrina.Sage@dpac.tas.gov.au).

Applications to Matthew Abey, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart, Tasmania 7001, phone (03) 6270 5451, email [job.application@dpac.tas.gov.au](mailto:job.application@dpac.tas.gov.au).

#### PREMIER AND CABINET

##### TMD

#### **Consultant (000819).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$92,115 – \$98,387 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time or part-time (0.8 FTE), until 18 July 2013.

Location:—Hobart.

Duties:—Play a key role in the development and management of TMD's telecommunications contracts to deliver business outcomes to satisfy whole of government and agency business requirements.

Desirable Requirements:—Tertiary qualifications in a relevant discipline e.g. communications engineering will be highly regarded.

Enquiries to Peter Langford, Contract and Relationship Manager, Department of Premier and Cabinet, phone (03) 6270 5651, email [peter.langford@dpac.tas.gov.au](mailto:peter.langford@dpac.tas.gov.au).

Applications to Matthew Abey, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tasmania 7001, phone (03) 6270 5451, email [job.application@dpac.tas.gov.au](mailto:job.application@dpac.tas.gov.au).

#### PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

##### AGRICULTURAL POLICY GROUP

#### **Graduate Policy Officer (702776).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$52,869 – \$63,654 p.a.

Tasmanian State Service Award, Graduate.

Fixed-term full-time (36.75 hours per week) from as soon as possible until 24 October 2013, or until the return of the substantive occupant, whichever is sooner.

Location:—Prospect.

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

Duties:—Provide general policy research and analysis and support to the Minister and to the Tasmanian agricultural industries and their associated regional communities.

Essential Requirements:—A Bachelor degree in agricultural science or agricultural economics relevant to the duties to be undertaken, as provided by a university.

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

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated. At DPIPW, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Jenny Baulis, Department of Primary Industries, Parks, Water and Environment, phone (03) 6336 5381, email [jenny.baulis@dpiw.tas.gov.au](mailto:jenny.baulis@dpiw.tas.gov.au).

Applications to Jenny Baulis, Administration Assistant, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 46, Kings Meadows TAS 7249, phone (03) 6336 5381, email [jenny.baulis@dpiw.tas.gov.au](mailto:jenny.baulis@dpiw.tas.gov.au).

#### PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

##### EPA DIVISION

##### *Analytical Services Tasmania*

#### **Client Services Chemist (706868).**

Applications Close:—Friday, 7 September 2012.

Salary:—\$52,869 – \$86,050 p.a.

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

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 contribute to advancing a successful environmental laboratory delivering service to government, businesses, and members of the public.

This position leads the Client Services Workgroup which provides advice and service to clients, and is their primary point of contact to Analytical Services Tasmania. The primary function of the workgroup is the receipt, registration samples and the reporting of results.

Essential Requirements:—A Degree in Science, or an equivalent qualification, relevant to the professional duties to be undertaken, as provided by a university.

Desirable Requirements:—Previous experience working in an analytical laboratory and a background in analytical chemistry.

Enquiries to Glen Naphali, phone (03) 6230 7000, email [Glen.Naphali@environment.tas.gov.au](mailto: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@dpiw.tas.gov.au](mailto:job.applications@dpiw.tas.gov.au).

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

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

TREASURY AND FINANCE  
REVENUE, GAMING AND LICENSING DIVISION  
*Revenue Branch*

**Client Services Assistant (723471).**

Applications Close:—Friday, 14 September 2012.

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

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 36.75hrs per fortnight (Wednesday, Thursday and Friday, pay week, Thursday and Friday off pay week).

Location:—Hobart.

Duties:—The Client Services Assistant supports the administration of State taxation legislation to ensure efficient and effective collection of revenue and the payment of grants.

In the context of the selection criteria, to be successful in the position applicants will:—demonstrate a strong stakeholder

focus; display sound clerical and computer skills; possess excellent communication and liaising skills.

Desirable Requirements:—working towards a Certificate II in a relevant area or equivalent level.

Enquiries to Keri Pennicott, Manager, Revenue Operations, Revenue Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart, Tas 7001, phone (03) 6233 3993, email [keri.pennicott@treasury.tas.gov.au](mailto:keri.pennicott@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](mailto: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>
Education	J. Spencer	Advanced Skills Teacher	09.08.12
Health & Human Services & Tasmanian Health Organisations	K. McGrath	Specialist Orthotist/Prosthetist	06.08.12
Health & Human Services & Tasmanian Health Organisations	M. Shepherd	Nurse Unit Manager	05.09.12
Police & Emergency Management	J. Smith	Regional Chief South	25.08.12
Premier & Cabinet	A. Johnson	Senior Policy Analyst	13.08.12
Premier & Cabinet	P. Fox-Hughes	Principal Liaison Officer	13.08.12
Premier & Cabinet	M. Kelly	Principal Liaison Officer	13.08.12
Premier & Cabinet	A. King	Principal Liaison Officer	13.08.12
Primary Industries, Parks, Water & Environment	W. Breier	Graduate Valuer	21.08.12

### *Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Business Analyst	J. Cowden	09.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Allison	18.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Childs	20.08.12
Justice	Administrative Support Officer	K. McCullagh	27.08.12
Justice	CSO Supervisor North West	K. Barr	17.08.12
Primary Industries, Parks, Water & Environment	Crown Lands Officer	L. Graham	22.08.12

*Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Education Facility Attendant	S. Alderton	3 months	26.07.12
Education	Teacher Assistant	H. Brown	6 months	06.08.12
Education	School Administration Clerk	N. Cassidy	6 Months	02.08.12
Education	Teacher Assistant	M. Hodgson	6 months	14.08.12
Education	Social Worker	S. D'Eye	6 months	02.05.12
Health & Human Services & Tasmanian Health Organisations	Supervisor - Patient Account/PPS Office	L. Roberts	Nil	06.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	T. Stacey	6 months	15.08.12
Health & Human Services & Tasmanian Health Organisations	Team Leader Communications	L. Dunn	Nil	29.06.12
Health & Human Services & Tasmanian Health Organisations	Customer Service Officer - Appointment Scheduling Clerk	N. Hutchinson	6 months	16.07.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	D. Gillies	6 months	15.08.12
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	L. Michaels	6 months	09.07.12
Health & Human Services & Tasmanian Health Organisations	Child and Family Health Nurse	J. Usher	Nil	20.08.12
Health & Human Services & Tasmanian Health Organisations	Data Entry Clerk	M. Dowling	6 months	12.07.12
Health & Human Services & Tasmanian Health Organisations	Community Occupational Therapist	A. Kennedy	6 months	25.06.12
Health & Human Services & Tasmanian Health Organisations	Haemophilia Nurse/Data Manager	D. Tuck	Nil	01.07.12
Health & Human Services & Tasmanian Health Organisations	Child and Family Health Nurse	L. Shaw	Nil	20.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Chilcott	3 months	10.07.12
Health & Human Services & Tasmanian Health Organisations	Food Services Officer	L. Fuller	6 months	25.06.12
Health & Human Services & Tasmanian Health Organisations	Food Services Officer	J. Parkinson	6 months	25.06.12
Health & Human Services & Tasmanian Health Organisations	Safety & Quality Consultant	A. Goward	6 months	16.07.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	W. Chau	3 months	10.07.12
Health & Human Services & Tasmanian Health Organisations	Ward Clerk	T. Hindle	6 months	26.04.12
Health & Human Services & Tasmanian Health Organisations	Medical Typist	K. Randall	6 months	03.09.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	H. Southwell	3 months	10.07.12
Health & Human Services & Tasmanian Health Organisations	Team Leader Outpatient Appointment Scheduling	J. McGrath	6 months	06.08.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Kallonen	3 months	10.07.12
Infrastructure, Energy & Resources	Senior Electrical Technician	R. Considine	6 months	20.08.12
Premier & Cabinet	Principal Liaison Officer	M. Gibson	0	17.08.12

*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>
Justice	Senior Policy & Project Officer	L. Gregg	22 months	23.08.12
Justice	Policy Officer	C. Slatyer	22 months	13.08.12
Primary Industries, Parks, Water & Environment	Coordinator Stakeholder Engagement	M. Clippingdale	15 months	03.09.12

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Program Support Officer: Huon LINC	C. Robertson	29.08.12
Education	Archivist: TAHO	D. Benjamin	29.08.12
Education	Recognition Officer	D. Quilliam	04.07.12
Education	School Executive Officer	M. Beasley	07.07.12
Education	Licensing Officer	P. Patterson	02.08.12
Education	Administrative Assistant	S. Mitchell	06.07.12
Education	Library Technician	P. Davies	29.08.12
Education	Library Technician	M. Allen	29.08.12
Police & Emergency Management	Regional Chief South	T. Davidson	24.08.12

*Retirement of Officers*

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Education	A. Norris	Manager Adult and Community Learning Services	30.06.12



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