



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

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

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

Tasmanian Government Gazette.

Email text copy to.

govt.gazette@thepat.com.au.

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

State Service Notices.

Vacancy, Direct Selection and Staff Movement Notices.

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

Order Information.

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

Deadlines.

Government Gazette :—.

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

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

Deadlines will be strictly adhered to.

Subscription or account enquiries phone (03) 6233 3148

EDUCATION

LEARNING SERVICES

Learning Services (North)

Exeter High School

Farm Assistant, Exeter High School (965110).

Applications Close:—Friday, 11 January 2013.

Salary:—\$37,511 – \$46,233 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term part-time up-to 20 hours per fortnight, from 4 February 2013 to 20 December 2013.

Location:—Exeter High School.

Description of Role:—Maintain the school farm as an educational resource. Undertake a range of functions and tasks associated with the routine management, maintenance and daily operation of the school farm, including tasks requiring trade work and tasks requiring skills obtained through training and experience.

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:—A current drivers licence.

Appropriate trade qualifications or relevant skills obtained through training and experience would be an advantage.

A current Chem Cert Certificate and First Aid Certificate or the ability to obtain.

Enquiries to David Hollingsworth, Department of Education, phone (03) 6394 4366, email david.hollingsworth@education.tas.gov.au.

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:— Electronic applications must be in either Microsoft Word or PDF format. Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

EDUCATION

LINC TASMANIA

LINC's and Community Learning

Huon LINC

Customer Services Officer, Huon LINC (700599).

Applications Close:—Friday, 11 January 2013.

Salary:—\$37,511 – \$46,233 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 44.10 hours per fortnight, from 18 February 2013.

Location:—Huon LINC.

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

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

Enquiries to David Gutteridge, Department of Education, phone (03) 6264 8486, email david.gutteridge@education.tas.gov.au.

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:— Electronic applications must be in either Microsoft Word or PDF format. Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant vacancy numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Population Health

Public Health Medicine Trainee (519131).

Applications Close:—Friday, 11 January 2013.

Salary:—To be negotiated.

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

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

Location:—Hobart.

Duties:—Lead or participate in a range of public health activities and projects as determined by the Director of Public Health and the Specialist Medical Advisor, Public and Environmental Health Services, in conjunction with other traineeship mentors and supervisors in the Communicable Diseases Prevention Unit, Environmental Health Unit, Epidemiology Unit, Population Health and Wellbeing or other Departmental or external settings (for example, the Menzies Research Institute Tasmania and the Cancer Council Tasmania).

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

Eligible to commence or continue specialist training with the Australasian faculty of Public Health Medicine see criteria at: <www.racp.edu.au.

Enquiries to Dr Fay Johnston, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6212 2659, email fay.johnston@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Strategic and Portfolio Services

Corporate Documents Officer (521227).

Applications Close:—Friday, 18 January 2013.

Salary:—\$53,203 – \$57,913 p.a.

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

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

Location:—Hobart.

Duties:—Classify information, create, distribute, search for, retrieve and supply records and documents to clients using the department's electronic and paper-based records systems. Provide advice, support and training to clients in the effective use of critical systems such as EDM and quality document and information management services with an emphasis on quality customer service.



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		History	
			Police Studies
			Politics & Policy
			Social Work
		Sociology	
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Applications for 2013 are now open. To find out more about starting your new life, call **1300 363 864**, email course.info@utas.edu.au or visit www.utas.edu.au/arts



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

Enquiries to Arthur Jones, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 5360, email arthur.jones@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Strategic Control, Workforce and Regulation

Workplace Relations and Safety

Executive Support Officer (511774).

Applications Close:—Friday, 11 January 2013.

Salary:—\$59,720 – \$69,055 p.a.

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

Permanent full-time daywork.

Location:—Hobart.

Duties:—Co-ordinate the preparation, issuing and completion of highly confidential documents, such as Ministerial correspondence, budget briefings, Right to Information requests, Question Time Briefings, cabinet submissions and reports for matters relating to the activities of WRS and maintaining an effective Ministerial and record tracking system. Research and co-ordinate a range of administrative matters, including the preparation of background notes, briefings, material and other information for the Chief Executive Officer WRS and Senior Managers as required. Liaise with the Minister's Office and Strategic and Portfolio Services on both routine and complex issues affecting WRS and undertake follow-up action as required.

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

Enquiries to Matthew Double, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3177, email matthew.double@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Strategic Control, Workforce and Regulation

Workplace Relations and Safety

Team Leader, Strategic Staffing and Recruitment (516280).

Applications Close:—Monday, 14 January 2013.

Salary:—\$78,181 – \$90,026 p.a.

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

Fixed-term full-time (Commencing As soon as possible for 12 months).

Location:—Hobart.

Duties:—The Team Leader – Staffing and Recruitment focuses on leading and developing the Strategic Staffing and Recruitment team within the Department of Health and Human Services to ensure the continuous improvement of recruitment and employment activities.

This role provides the unique opportunity to work in a dynamic organisation which offers big challenges but big rewards. Through this role you will work alongside dedicated team members from within HR areas (including employee relations, job design, policy and frontline HR) and establish relationships with service delivery areas and other stakeholders.

Your work helps ensure we get the best people, as efficiently as we can, and that we manage their employment well so that we make the best use of the resources we have available. Leading a team of seven, this opportunity has arisen due to internal movements which has increased resources in the Agency's HR policy area. The successful applicant will work closely with the policy area in developing and implementing system and process changes to support policy, and will communicate and reinforce these changes.

This role will suit people who are motivated, possess boundless initiative and resilience, good communicators, able to establish and strength productive relationships, and are solution-focussed with a proven record of delivering results. You will be rewarded by being actively involved in improvements in the way we employ and manage our most valuable asset – our people – as well as through the knowledge that your efforts are supporting the delivery of valuable health and human services to the Tasmanian community.

Essential Requirements:—Nil.

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

Enquiries to Lou Downham, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 3776, email lou.downham@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

Administrative Assistant (504765).

Applications Close:—Friday, 25 January 2013.

Salary:—\$47,265 – \$51,332 p.a.

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

Fixed-term full-time day work, commencing 2 March 2013 to 28 February 2014. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—LGH Charles Street, Launceston.

Duties:—Within established guidelines and procedures, provide support to the Directors of Surgery and Anaesthesia, including the completion of routine clerical tasks, the preparation of basic correspondence; maintenance of office records and files, data entry and front line reception. As required, provide general administrative and clerical support to the Business Manager, the ADON of Surgery and Research Co-ordinators.

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

Enquiries to Brenda Lohrey, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7599, email brenda.lohrey@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian Health Organisation, North, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North

Registered Nurse (Relief), Casual (504180).

Applications Close:—Friday, 25 January 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 4, Year 4.

Fixed-term casual shift work, as and when required, commencing as soon as possible to 10 January 2015.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before

taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

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

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, 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

Rostering Administrative Support Officer (2 Vacancies).

Applications Close:—Friday, 11 January 2013.

Salary:—\$53,203 – \$57,913 pro rata, per annum.

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

Vacancy No. 514506.

Permanent part-time 56 hours per fortnight.

Location:—Mersey Community Hospital.

Vacancy No. 514506.

Permanent part-time Permanent Part-time 20 Hours per fortnight.

Location:—Mersey Community Hospital.

Duties:—Tasmanian Health Organisation-North West is seeking to recruit an efficient and effective Rostering Administrative Support Officer who is passionate, motivated and enjoys working collaboratively with a team in what can be a demanding and fast paced environment.

The successful candidate for this role will work in a team of three to provide efficient and effective administrative and clerical support to Managers accessing the Roster Support Unit services.

Working under general direction and supervision from the Nurse Manager, (Staffing Resource Manager) you will provide effective rostering support to Hospital Managers using the ProAct rostering system, and provide administrative support for Hospital Managers on rostering related issues including collation of staffing related management reports.

We offer a welcoming work environment, excellent remuneration and superannuation and access to salary packaging. This excellent career opportunity is located on Tasmania's North West coast, the clean air, mild climate, beautiful beaches and casual lifestyle make it a fantastic and unique place to live and work. Hours are negotiable for the successful applicant.

To discuss your application and learn more about this career opportunity, please contact Julie Duff on (03) 6426 5468 or email julie.duff@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria.

Essential Requirements:—Nil.

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

checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

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

Senior Dietitian (519386).

Applications Close:—Friday, 18 January 2013.

Salary:—\$76,505 – \$87,754 p.a.

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

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

Location:—North West Regional Hospital.

Duties:—The Tasmanian Health Organisation North West Nutrition and Dietetics department is seeking to recruit a Senior Dietitian who will complement our existing team and work across the region at the Mersey Community Hospital, Devonport Community and Health Services Centre and the North West Regional Hospital. You will have a range of experience and varying scopes of practice that will contribute to the skill set within our team.

You will be a good leader, a self starter with a can do attitude, have experience in supervision and plenty of initiative. We will provide you with opportunities in this role to pursue a range of clinical areas.

The position predominantly involves the management of outpatients, and any experience in the areas of paediatrics, food allergies and intolerances, gastrointestinal disorders and renal disease would be an advantage.

We will offer you excellent remuneration and access to salary packaging. Relocation assistance may also be negotiated with the successful candidate. Your work environment at the Mersey Community Hospital is modern and well resourced and you will be well supported. You will also be provided with strong networking and inter-professional development opportunities.

Tasmania's North West coast can offer you great access to fresh food from the farm gate at local markets, excellent cafe's and deli's. Your weekends can be spent exploring the Tarkine Wilderness or one of nearby National Parks.

If you are looking for an outdoor lifestyle, access to local quality food produce and you are keen to be part of an enthusiastic team 'explore the possibilities' of joining our Nutrition and Dietetics department.

For more information or to discuss your application for this exciting career opportunity today please contact Paula Hyland (Allied Health Director) on 0459 115 993 or email paula.hyland@dhhs.tas.gov.au.

Desirable Requirements:—Current Driver's 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.

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

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

Community Health Nurse (503041).

Applications Close:—Friday, 11 January 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse Grade 3, Year 1 to Grade 4, Year 4.

Permanent part-time shift work 10 hours per fortnight.

Location:—Community Health Ulverstone.

Duties:—Are you passionate about providing nursing services to the community? Do you enjoy engaging with service providers to ensure your clients have access to health services? Do you want to take your nursing career further?

The Tasmanian Health Organisation, North West is seeking to recruit a Community Health Nurse to provide services in the Ulverstone area.

You will be a member of multidisciplinary health team, providing planning, implementation and evaluation of nursing care, in collaboration and consultation with your clients/patients. Your ability to provide direct holistic and individualised service to clients will be greatly valued and your nursing expertise will be utilised in the provision of treatment and therapeutic management of patients.

Your initiative and autonomy are integral to this role and you will work within a supportive and welcoming environment and participation in professional development and education is encouraged.

To learn more about this role and discuss your application, please contact Pru Ennis on 6429 8425 or email pru.ennis@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria.

Desirable Requirements:—Holds, or is working towards, appropriate tertiary qualifications.

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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Pru Ennis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6429 8425, email pru.ennis@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

Nurse Unit Manager, West Coast District Hospital (503007).

Applications Close:—Friday, 11 January 2013.

Salary:—\$85,411 – \$91,458 p.a.

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

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

Location:—Queenstown.

Duties:—An exciting employment opportunity exists for a dynamic, energetic and innovative person who would like to live and work in the beautiful North West Coast Region of Tasmania.

The Tasmanian Health Organisation-North West (THO-NW) is seeking to recruit a committed and enthusiastic Nurse Unit Manager with extraordinary leadership skills to ensure the efficient and effective provision of care through co-ordinating the clinical, management, education and nursing research functions within the Health West, West Coast District Hospital on Tasmania's West Coast.

You will be passionate about leading your team to collaboratively identify innovative service outcomes and fostering a positive culture of responsiveness. Your contemporary nursing practice experience in both acute and aged care settings will be valuable in this role, and there will be an expectation to promote an environment conducive to innovation and change.

Previous experience managing financial, physical and human resources is advantageous. You will have excellent inter-personal, verbal and written communication skills and enjoy strong, respectful and positive relationships with your colleagues.

We support your participation in professional education and development and will offer you attractive remuneration and access to Salary Packaging. Temporary accommodation and relocation expenses may be negotiated with the successful candidate.

Don't miss this chance for a career change, call Allie House on 6490 8963 or email: allie.house@dhhs.tas.gov.au for a confidential discussion about your application.

In order to be considered for this position it is a requirement that you address the selection criteria.

Desirable Requirements:—Relevant post graduate qualifications.

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

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

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

Communications Officer (508136 and 508137—2 Vacancies).

Applications Close:—Friday, 18 January 2013.

Salary:—\$47,265 – \$51,332 pro rata, per annum.

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

Permanent part-time shift-work, working 56 hours per fortnight.

Location:—Communications Unit, Royal Hobart Hospital.

Duties:—In a multi-skilled environment, provide internal and external clients with a professional and efficient service, including switchboard, online directory and general reception duties for patients, visitors and staff of the hospital. The Communications Unit is required to work as a team that responds to emergency incidents and emergency code situations. Communications Officers are required to provide accurate information in reports and statistical data, including the use of computer systems as required.

Enquiries to Lee Dunn, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7999, email lee.dunn@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 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Customer Service Officer (515837).

Applications Close:—Friday, 18 January 2013.

Salary:—\$47,265 – \$51,332 p.a.

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

Permanent full-time day work, working 76 hours per fortnight, commencing as soon as possible.

Location:—Communications Unit, Royal Hobart Hospital.

Duties:—In a multi-skilled environment, provide internal and external clients with a professional and efficient service, including switchboard, online directory and general reception duties for patients, visitors and staff of the hospital. The

Communications Unit is required to work as a team that responds to emergency incidents and emergency code situations. Communications Officers are required to provide accurate information in reports and statistical data, including the use of computer systems as required.

Enquiries to Lee Dunn, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7999, email lee.dunn@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7011.

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

Injury Management Co-ordinator (500441).

Applications Close:—Friday, 18 January 2013.

Salary:—\$71,665 – \$74,932 pro rata, per annum.

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

Permanent part-time day work, working 45.6 hours per fortnight, commencing as soon as possible.

Location:—StaffLink HR, Level 6 25 Argyle Street, Hobart.

Duties:—The Injury Management Co-ordinator provides high-level quality advice and support to the managers of Tasmanian Health-Organisation, South to support injured workers and encourage their early return to work. The Co-ordinator undertakes case management of worker's compensation claims and, facilitation and co-ordination of return to work programs.

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

Enquiries to Trish Spence, Director StaffLink HR, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7106, email trish.spence@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7011.

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

Consultant Optometrist (508908).

Applications Close:—Friday, 11 January 2013.

Salary:—\$87,754 – \$97,057 pro rata, per annum.

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

Permanent part-time day work, working 8 hours per fortnight.

Location:—Eye Clinic, Royal Hobart Hospital.

Duties:—Provide General optometric care to inpatients and eye clinic outpatients at the Royal Hobart Hospital. Support and participate in the function and operation of the Royal Hobart Hospital eye clinic.

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

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

Enquiries to Micheal Knipe, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6234 5709, email mknipe@totaleyecare.com.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 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Complex Chronic and Community Services

Maintenance Officer/Ambulance Driver (Relief) (506991).

Applications Close:—Friday, 11 January 2013.

Salary:—\$44,602 – \$46,672 pro rata, per annum.

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

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

Location:—Midlands Multi Purpose Centre.

Duties:—Assist in the provision of an efficient emergency and routine Ambulance service for the Midlands Multi Purpose Health Centre and the surrounding community. Carry out a wide range of non trade maintenance services for the Midlands Multi Purpose Health Centre and ancillary buildings and equipment. Assist in the maintenance of gardens and grounds of the Midlands Multi Purpose Health Centre and ancillary buildings.

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

Enquiries to Pam Welsh, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6254 5030, email pam.welsh@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Women and Children Services

Clinical Nurse Consultant-Lactation Consultant (509772, 516618 two Vacancies).

Applications Close:—Friday, 11 January 2013.

Salary:—\$81,689 – \$87,328 pro rata, per annum.

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

Permanent part-time day work, working 48 hours per fortnight, commencing As soon as possible and Fixed-term part-time day work, working 38 hours per fortnight, commencing As soon as possible for a period of 12 months.

Location:—Lactation Consultancy Service, Womens Adolescents and Childrens Services, Royal Hobart Hospital.

Applicants must have certification as a Lactation Consultant.

Duties:—The Clinical Nurse Consultant leads innovation and research directed to the service area of Lactation Consultancy to improve clinical outcomes and overall service across Women's, Adolescent and Children's Services.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a registered nurse (Division 1) and a midwife.

Enquiries to Heather Giannaros, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8766, mobile 0407 189 222, email heather.giannaros@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 Records Clerk (372054).

Applications Close:—Friday, 11 January 2013.

Salary:—\$53,926 – \$58,697 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time until 31 July 2013.

Location:—Hobart.

Duties:—Assist in the development and implementation of quality assurance procedures to ensure the integrity of DIER's corporate information and undertake quality assurance activities.

Provide first point of contact for advice, support and assistance on complex information management enquiries, using the electronic document records management system [TRIM].

Provide information and records management training to staff in all aspects of TRIM including workflow, classifications and general operation.

Undertake records services in accordance with predefined procedures including all aspects of file management, assignment of retention and disposal schedules, applying Keyword Thesaurus terms, information tracking using TRIM, and dispatch services.

Provide assistance to the Supervisor – Corporate Information Services in supporting the day to day activities of CIS staff when required.

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

Enquiries to Michael Adams, Manager Corporate Information, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 6233 5189, email michael.adams@dier.tas.gov.au.

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

INFRASTRUCTURE, ENERGY AND RESOURCES

PASSENGER TRANSPORT

Passenger Transport Policy

Policy Analyst (372051).

Applications Close:—Friday, 11 January 2013.

Salary:—\$60,530 – \$70,007 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 11 November 2013.

Location:—Hobart.

Duties:—Undertake research and analyse policy issues, either individually or in conjunction with more senior staff, and assist in the development of solutions and recommendations.

Assist in the review, development and preparation of legislation related to passenger transport matters.

Liaise with other agencies (State and Federal), industry, users, private enterprise and community organisations on passenger transport issues, including networking between external and internal stakeholder and client groups.

Monitor and advise on developments in the passenger transport sectors. Prepare correspondence, reports, briefing material and similar documents. Provide secretariat support to project teams and consultative committees. Assist senior officers in the preparation and maintenance of Branch plans and Branch budget documentation.

Desirable Requirements:—Appropriate tertiary qualifications in a relevant discipline.

Enquiries to Janine Pearson, Assistant Director, Passenger Transport Policy, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart Tas 7001, phone (03) 6233 5170, email janine.pearson@dier.tas.gov.au.

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

JUSTICE

CONSUMER AFFAIRS AND FAIR TRADING

Administration Officer (355326).

Applications Close:—Friday, 11 January 2013.

Salary:—\$53,926 – \$58,697 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time working 36.75 hours per week.

Location:—Hobart.

Duties:—Provide administrative support to all branches of Consumer Affairs and Fair Trading. Manage records, including incoming and outgoing mail, and the creation, retention, disposal and archiving of electronic and hard copy documents and files. Manage ordering of all office supplies and stationery.

Enquiries to Jennifer Lee, Assistant Director, Consumer Affairs and Fair Trading, Department of Justice, phone (03) 6233 4821, email Jennifer.Lee@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, P.O. Box 825, Hobart, Tasmania 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Jennifer Lee on (03) 6233 4821.

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

CROWN LAW

*Office of the Crown Solicitor***Legal Practitioner (354345).**

Applications Close:—Friday, 11 January 2013.

Salary:—\$71,910 – \$91,437 pro rata, per annum.

Legal Practitioners Agreement 2010, Level 2.

Fixed-term part-time 44.10 to 58.80 hours per fortnight (negotiable) until 1 October 2014.

Location:—Hobart.

Duties:—Prepare and present legal education seminars and associated training materials. Independently draft template documents for use in commercial, financial and property matters and to prepare accompanying guides on the use of such documents. Undertake negotiations and consultation relevant to the work performed.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Conviction 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 Kerry Worsley, Manager Crown Law, Department of Justice, phone (03) 6233 8732, email kerry.worsley@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Kerry Worsley on (03) 6233 8732.

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.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

*Finance and Payroll Services***Senior Finance Officer (002339).**

Applications Close:—Friday, 11 January 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—To ensure effective and efficient daily processing operations of both the expenditure and revenue functions of the Financial Management Services Section.

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

Knowledge and Skills:—Knowledge and expertise consistent with qualifications recognised at Diploma and Advanced Diploma or equivalent level.

Enquiries to Patrick Cummins, Manager Finance and Payroll Services, Department of Police and Emergency Management, phone (03) 6230 2360.

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

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

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

*Human Services***Systems Co-ordinator, Organisational Learning (521476T).**

Applications Close:—Monday, 14 January 2013.

Salary:—\$75,417 – \$78,869 p.a.

Tasmanian State Service Award, TFS General Stream, Band 5.

Fixed-term full-time 15 months.

Location:—Cambridge.

Duties:—Provide specialist vocational educational and training (VET) advice and support to TFS management, members and external stakeholders to meet corporate learning and development goals.

Desirable Requirements:—Vocational Education and Training and/or tertiary qualifications in human resource management, learning and development or other relevant discipline. Certificate IV in Training and Assessment A current driver's licence.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Suzanne Bacon on (03) 6214 8817 or from www.jobs.tas.gov.au.

Enquiries to Suzanne Bacon on (03) 6214 8817.

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

PREMIER AND CABINET

MINISTERIAL AND PARLIAMENTARY SERVICES

Electorate Officer (001666).

Applications Close:—Friday, 11 January 2013.

Salary:—\$46,823 – \$68,634 p.a.

Contract Position Full-time.

Location:—Moonah.

Duties:—Manage the Electorate Office of the Member and provide electorate assistance and administrative and secretarial support to Member.

Provide executive support to the Member and undertake basic research tasks and provide secretarial and reception support.

Desirable Requirements:—Experience in a similar position within a political office and a current driver's licence.

Enquiries to Laura Eaton, Office Manager, Leader of the Opposition, Department of Premier and Cabinet, phone (03) 6212 2192, email laura.eaton@parliament.tas.gov.au.

Applications to Laura Eaton, Office Manager, Leader of the Opposition, Department of Premier and Cabinet, Parliament House, Hobart, TAS, 7000, phone (03) 6212 2192, email laura.eaton@parliament.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

BIOSECURITY AND PRODUCT INTEGRITY

*Animal Health Laboratory***Senior Technical Officer (Parasitology) (21144).**

Applications Close:—Friday, 11 January 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Mt Pleasant, Launceston.

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

Duties:—To provide an effective and efficient veterinary parasitological diagnostic, advisory and investigatory service and provide technical support for other areas of the laboratory as required.

Essential Requirements:-

A Diploma in Applied Science, or equivalent level, relevant to the nature of the work to be undertaken, as provided by either a university, a vocational education organisation or a registered and accredited training provider.

Desirable Requirements:—At least five years' experience in a veterinary pathology laboratory with experience in the discipline of parasitology. A current motor vehicle driver's licence.

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

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

Enquiries to Linda Donachie, phone (03) 6336 5206, email linda.donachie@dpipwe.tas.gov.au.

Applications to Linda Donachie, Veterinary Microbiologist, Department of Primary Industries, Parks, Water and Environment, 165 Westbury Road, Prospect, Tas, 7250, phone (03) 6336 5206, email linda.donachie@dpipwe.tas.gov.au.

PUBLIC TRUSTEE

ADMINISTRATION

Learning and Development Officer (791202).

Applications Close:—Friday, 11 January 2013.

Salary:—\$60,530 – \$70,007 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Permanent part-time 0.4fte (days negotiable).

Location:—Hobart.

Duties:—The learning and development officer will assist in the development and provision of a structured learning and development program for all employees, including induction. The successful applicant will also contribute to continuous improvement strategies and assist with HR activities.

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

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

Desirable Requirements:—Sound knowledge and experience

in contemporary human resource development including the ability to co-ordinate learning and development activities and induction programs. Well-developed written and oral communication skills including presentation, liaison and negotiation skills.

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

Enquiries to Angie Dougan, Human Resources Manager, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7589, email adougan@publictrustee.tas.gov.au.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Client Services Officer (North) (724186).

Applications Close:—Friday, 11 January 2013.

Salary:—\$47,823 – \$51,998 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

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

Location:—Launceston.

Duties:—To perform a range of clerical functions associated with the administration and regulation of liquor and gaming.

In the context of the selection criteria, to be successful in the position applicants will have:—experience relevant to the ability to process applications for licences and permits under the Gaming Control Act 1993 and the Liquor Licensing Act 1990, the ability to prepare correspondence, reports and submissions in relation to liquor and gaming matters and the ability to advise the public on liquor and gaming matters, including licensing matters.

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 and alcohol related offences, Crimes involving dishonesty, Serious traffic offences and Identification check for finger prints, palm prints, photograph and credit check.

Desirable Requirements:—Certificate III in a relevant area or equivalent level.

Enquiries to David Thomas, Operation Team Leader (North), Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6336 2382, email david.thomas@treasury.tas.gov.au.

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

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the recruitment officer on (03) 6233 3483.

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Compliance Inspector (North) (722186).

Applications Close:—Friday, 18 January 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Launceston.

Duties:—To assist in ensuring high levels of compliance by licensed premises, gaming venues and casinos with the requirements of the Liquor Licensing Act 1990 and the Gaming Control Act 1993 by means of inspections, investigations, audits and the provision of relevant information.

In the context of the selection criteria, to be successful in the position applicants will:—provide advice in relation to compliance activities and, in conjunction with the Manager Compliance and Compliance Team Leader (North), contribute to the development and implementation of policies and procedures for the inspection and investigation of licensed premises and licensed gaming operations which may be conducting unlawful activities and liaise effectively with a wide range of stakeholders.

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 and alcohol related offences, Crimes involving dishonesty, Serious traffic offences and Identification check for: finger prints, palm prints, photograph and credit check.

Desirable Requirements:—Diploma or Advanced Diploma, completion, or partial completion, of relevant tertiary qualifications.

Enquiries to Greg Squires, Team Leader (North), Liquor and Gaming Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart, TAS. 7001, phone (03) 6336 2984, email greg.squires@treasury.tas.gov.au.

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

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the recruitment officer on (03) 6233 3483.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	T. McKean	6 months	28.12.12
Health & Human Services & Tasmanian Health Organisations	Community Health Nurse	L. Urbanc	6 months	19.12.12
Health & Human Services & Tasmanian Health Organisations	Patient Service Officer	S. Cowling	6 months	13.12.12
Health & Human Services & Tasmanian Health Organisations	Cost Accountant	S. Bond	6 months	04.01.13
Health & Human Services & Tasmanian Health Organisations	Patient Service Officer	T. Davern	6 months	13.12.12
Health & Human Services & Tasmanian Health Organisations	Administrative Assistant	A. Fisher	6 months	14.01.12
Health & Human Services & Tasmanian Health Organisations	Patient Service Officer	S. Larsen	6 months	13.12.12
Health & Human Services & Tasmanian Health Organisations	Executive Assistant	C. Reardon	6 months	02.01.13
Health & Human Services & Tasmanian Health Organisations	Manager, Healthy Settings Unit	S. Frendin	Nil	21.12.12
Health & Human Services & Tasmanian Health Organisations	Finance Services Officer	E. Langlois	6 months	19.12.12
Primary Industries, Parks, Water & Environment	Research Officer	K. Simpson	Nil	21.12.12
Treasury & Finance	Graduate Financial Analyst	S. Hill	6 months	21.01.13
Integrity Commission	Senior Investigator	S. Nicol	Nil	13.12.12
Public Trustee	Client Account Manager	L. Petraitis	6 months	10.12.12
Tasmanian Audit Office	Financial Auditor	B. Williams	6 months	07.12.12

Extension or Renewal of Fixed-term Appointments Beyond 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Track and Field State Performance Coordinator	P. Fortune	18 months	01.01.13

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>
Treasury & Finance	Senior Policy Analyst	P. Rowberry	23 months	30.01.13

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	K. Wolfswinkel	Medical Scientist in Charge Anatomical Pathology	17.12.12
Primary Industries, Parks, Water & Environment	N. Norman	Regional Administration Assistant	20.12.12

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	Food Services Assistant	W. Woolnough	14.12.12
Health & Human Services & Tasmanian Health Organisations	Cleaner/Kitchen Hand	L. Pears	17.12.12
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Older Person Unit	A. Hudson	21.12.12
Health & Human Services & Tasmanian Health Organisations	Social Worker	C. Pullen	29.11.12
Health & Human Services & Tasmanian Health Organisations	Home Help Personal Carer	V. Whitfield	20.12.12
Health & Human Services & Tasmanian Health Organisations	Consultant Individual Funding Unit	J. McNamara	20.12.12
Health & Human Services & Tasmanian Health Organisations	Laboratory Technician	D. Knight	21.12.12
Health & Human Services & Tasmanian Health Organisations	Storeperson - Food Services	S. Quigley	14.12.12
Health & Human Services & Tasmanian Health Organisations	Support Worker	G. Cochrane	30.10.12
Infrastructure, Energy & Resources	Technical Officer	C. Spencer	02.01.13
Treasury & Finance	Principal Human Resource Officer	S. Whitehouse	02.01.13

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Mapley	13.12.12
Infrastructure, Energy & Resources	OH&S and Special Projects Coordinator	W. Dearing	31.12.12
Primary Industries, Parks, Water & Environment	Manager (Business Services Unit)	M. Costa	02.01.13
Primary Industries, Parks, Water & Environment	Wildlife Biologist	S. Blackhall	02.01.13

Termination of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Justice	Correctional Officer	C. Harback	31.12.12

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Treasury & Finance	C. Grey	Health & Human Services & Tasmanian Health Organisations	HRD Administrative Assistant	12.11.12



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