



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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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 State Service 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 Mercury Walch Pty Ltd, 5 Bowen Road, Moonah, Tasmania 7009.

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@mercurywalch.com.au

or fax to (03) 6232 2138. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6232 2128

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 State Service Management Office on telephone (03) 6232 7462 or email: *jobs@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 Mercury Walch Pty Ltd on (03) 6232 2138

Deadlines

Government Gazette :—
Copy must be received by Mercury Walch 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) 6232 7462

**Deadlines will be strictly adhered to
Subscription or account enquiries phone
(03) 6232 2137.**

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

Enquiries to Craig Watson, Deputy Secretary Corporate Support, phone (03) 6233 5818, email *Craig.Watson@development.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 656, Hobart, TAS 7001, phone (03) 6233 5910, fax (03) 5703, email *applications@development.tas.gov.au*.

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Sport and Recreation Tasmania

Sector Development

Project Officer, Disability Sport (425094).

Applications Close:—Friday, 11 October 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 30 June 2015.

Location:—Hobart.

Duties:—In line with Sport and Recreation Tasmania's Sport and Recreation Framework for People with Disability (the Framework), the Project Officer, Disability Sport facilitates increased opportunities for people with disability to participate in sport and active recreation activities of their choice at all levels.

Enquiries to Julia Tomat, Senior Project Manager, Sport and Club Development, phone (03) 6233 5315, email *Julia.Tomat@development.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 656, Hobart, TAS 7001, phone (03) 6233 5910, fax (03) 6233 5703, email *applications@development.tas.gov.au*.

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CORPORATE SUPPORT DIVISION

Finance

Finance Director (424141).

Applications Close:—Friday, 11 October 2013.

Salary:—\$102,976 – \$110,919 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:—Hobart.

Duties:—Provide high level support and strategic direction in the management of the department's financial resources in accordance with the government and departmental legislative and policy framework. Direct the financial management activities and resources of the department and provide support to the Deputy Secretary Corporate Support.

Desirable Requirements:—Tertiary qualification or industry recognised qualification(s) in accounting with eligibility for membership of the CPA Australia or the Institute of Chartered Accountants Australia would be an advantage.

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Operations Systems and Reporting

HR Consultant, Reporting (960307).

Applications Close:—Friday, 11 October 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.5 hours per fortnight.

Location:—Letitia House.

Description of the Role:—Co-ordinate and ensure the HR reporting and e-development functions are carried out in accordance with organisational requirements and commitments. Provide timely and accurate regular and ad-hoc reports as required.

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

Enquiries to Sharon England, Manager HR Operations Systems and Reporting, Department of Education, phone (03) 6233 3651, email sharon.english@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

EARLY YEARS AND SCHOOLS

Pathway Planning Officer (963187, 962929, 964270).

Applications Close:—Friday, 11 October 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time From 01 January 2014 until 31 December 2014. 963187 at 73.5 hours per fortnight. 962929 and 964270 at 29.4 hours per fortnight.

Location:—South.

Description of the Role:—Provide pathway planning and transition support for young people aged 14-17 in a secondary school environment.

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

Desirable Requirements:—A current drivers licence.

Enquiries to Lynne Hanlon, Manager Guaranteeing Futures South, Department of Education, phone (03) 6212 3319, mobile 0418 251 290, email lynne.p.hanlon@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.

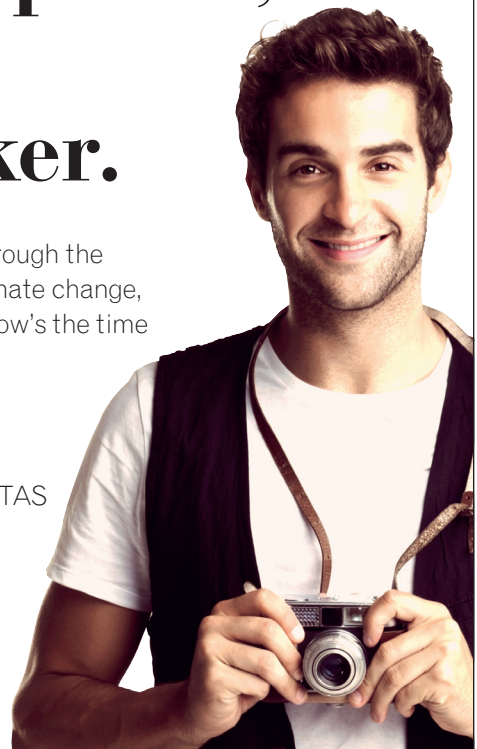
Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or PDF format. Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the 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.

Free your inner explorer, humanitarian, or documentary-maker.

You'll be surprised by how many short courses are available through the Faculty of Arts this Spring. Whether it's travel and tourism, climate change, media training or documentary making you are interested in, now's the time to tap into your creative side and explore your curiosity.

Tomorrow starts today.

APPLICATIONS NOW OPEN utas.edu.au/spring/arts | 13UTAS



EDUCATION

EARLY YEARS AND SCHOOLS

*Education and Care Unit***Team Leader Education and Care (951189, 962018, 951293).**

Applications Close:—Friday, 11 October 2013.

Salary:—\$93,957 – \$100,355 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 73.5 Hours per fortnight.

Location:—Bellerive.

Description of the Role:—Oversight the provision of education and information to education and care services and the community in relation to the National Quality Framework(NQF).

Develop and disseminate high quality education and care and child care policy and deal with more complex issues in relation to education and care and child care service provision in Tasmania.

Lead the development, implementation, dissemination and review of state and national compliance and assessment systems, and associated policies, procedures, training programs, publications and documentation, for use both within the Unit and the sector, including consulting appropriately with key stakeholders, to ensure the continued improvement of standards of education and care and child care within Tasmania.

In addition to the above, specialisation in either compliance, assesment and rating or policy areas is expected.

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

Desirable Requirements:—A current drivers licence.

Early childhood and/or other tertiary qualifications in a relevant field.

Enquiries to Lyn Chapman, Manager Education and Care Unit, Department of Education, phone (03) 6233 5693, email lyn.chapman@education.tas.gov.au.

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

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

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Bowen Road Primary School

Education Facility Attendant, Bowen Road Primary School (953191).

Applications Close:—Friday, 11 October 2013.

Salary:—\$38,063 – \$43,039 pro rata, per annum.

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

Permanent part-time 35 hours per fortnight.

Location:—Bowen Road Primary School.

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

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

Enquiries to Kate Lucas, Department of Education, phone (03) 6228 1549, email kate.lucas@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 and Community Learning

Huon LINC

LINC Operations Co-ordinator (700283).

Applications Close:—Friday, 11 October 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hours per fortnight.

Location:—Huon LINC.

Description of Role:—To co-ordinate the day-to-day operations of assigned services and programs and supervise the work of associated staff.

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

Desirable Requirements:—Relevant diploma or post-secondary level qualifications.

Enquiries to Sue Costello, Manager Huon LINC, Department of Education, phone (03) 6264 8482, email sue.costello@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

Children and Youth Services

Operations

Youth Justice Worker, Community Development (511474).

Applications Close:—Friday, 11 October 2013.

Salary:—\$49,785 – \$79,877 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

Fixed-term full-time day work, commencing As soon as possible for a period of 6 months.

Location:—North West.

Duties:—The Youth Justice Worker, Community Development, we be developing, implementing and maintaining a comprehensive network with Community Service organisations suitable for the provision of services to young offenders. Develop specific program and placement opportunities for young offenders to engage in pro-social and developmental opportunities. Establish local level linkages and partnerships to support the placement of young offenders to complete their Court ordered and Community Conference, CSO/Undertaking. With specific reference to young person's assessment and orders, provide placement, supervision and other supports to ensure young offenders complete their obligations and comply with their conditions.

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

Current Driver's Licence.

The Head of the State Service 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 Lisa Palmer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 6229, email lisa.palmer@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Shared Services

Internal Audit

Audit Analyst (521567).

Applications Close:—Friday, 11 October 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:—Undertake internal audit reviews using contemporary audit methods to assess the efficiency and effectiveness of internal control systems across the Agency.

The Head of the State Service 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 Christina Buell, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5838, email christina.buell@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

Office of the Chief Information Officer

Manager, eCare Strategy and Planning (520551).

Applications Close:—Friday, 11 October 2013.

Salary:—\$102,068 – \$109,918 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Fixed-term full-time daywork, commencing as soon as possible for a period of 12 months.

Location:—Hobart.

Develop and govern the Connected Care Strategy and direction across the Department of Health and Human Services (DHHS) and Tasmanian Health Organisations. Seek and promote partnerships with THOs, Medicare Locals, Commonwealth Government, Universities and DHHS stakeholders to adopt and implement the Connected Care strategy work program. Identify funding opportunities for the Connected Care Strategy including alignment of individual ICT initiatives across the Department. Establish and incubate ICT projects funded to deliver components of the Connected Care Strategy. Provide leadership and support to the eCare Strategy and Planning staff.

The Head of the State Service 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 Steve Shackcloth, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3920, email steve.shackcloth@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

Office of the Chief Information Officer

Manager eCare Services (520550).

Applications Close:—Friday, 11 October 2013.

Salary:—\$102,068 – \$109,918 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Fixed-term full-time daywork, commencing as soon as possible to 30 October 2015.

Location:—Hobart.

In collaboration with Tasmanian Health Organisations (THOs) and Department of Health and Human Services (DHHS) stakeholders: Develop, agree and maintain eCare program delivery plan(s) in accordance with the eCare strategy, including guidance to the development of stakeholder work programs/plans. Establish and maintain service level agreements and associated documentation for the delivery of eCare Services to THOs and DHHS. Manage the assignment of eCare Services resources to prioritised initiatives/projects. Establish and maintain external service provider and vendor relationships, including the management of contracts and service agreements. Establish, maintain and support an effective status reporting approach to support ICT Governance, stakeholder and Office of the Chief Information Officer (OCIO) internal requirements. Foster and support a holistic and integrated approach to the planning, delivery and support of ICT services by OCIO to stakeholders, including the delivery of OCIO objectives.

Desirable Requirements:—Bachelor level degree qualification in relevant discipline with work related experience or an equivalent level of knowledge gained through other combination of education training and/or experience.

Enquiries to Steve Shackcloth, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3920, email steve.shackcloth@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

Office of the Chief Information Officer

Program Support Officer (520558).

Applications Close:—Friday, 11 October 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:—Support the Manager eCare Services to maintain and control the eCare program of work and associated projects/initiatives, including assisting in the development and maintenance of eCare program delivery plans. Act as the point of contact for the Department of Health and Human Services (DHHS)/Tasmanian Health Organisations (THOs) business units for work requests/plans. Contribute to the management and control of resources, including budget, to prioritised, agreed initiatives within the overall work plan/eCare strategy. Contribute to the development and submission of timely, accurate and informative Executive briefings and status reports. Provide support to the Manager eCare Services and eCare Services staff in the day-to-day operations of eCare Services including the provision of project management services to DHHS/THOs.

The Head of the State Service 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 Steve Levis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3983, email steven.levis@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

Office of the Chief Information Officer

Project Officer/Co-ordinator (520560).

Applications Close:—Friday, 11 October 2013.

Salary:—\$71,665 – \$74,932 p.a.

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

Permanent full-time daywork.

Location:—Hobart.

Work in close partnership with Tasmanian Health Organisations (THOs) and Department of Health and Human Services (DHHS) stakeholders to: Support the delivery of project management services, including change management and business analysis, by collaboratively planning, delivering and implementing project activity outputs in line with the eCare strategy. As a member of a multi-skilled team, undertake responsibility for the provision of project activity and outputs to support the delivery of assignment and solutions to meet front-line (clinical, patient, client) business requirements. Support the delivery of account management activities to Systems Owners Groups (SOGs) and system vendors.

The Head of the State Service 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 Steve Levis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3983, email steven.levis@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

Strategic Financial Control

Principal Taxation Analyst (511886).

Applications Close:—Friday, 11 October 2013.

Salary:—\$93,032 – \$99,415 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 7.

Permanent full-time daywork.

Location:—Hobart.

Duties:—The Principal Taxation Analyst is responsible for: Providing high level strategic advice and support in relation to taxation matters impacting on the Department, including issues having an impact on the taxation obligations of the Agency/Government and taxation policy. Providing leadership and high level technical advice, training and assistance to senior management and operational staff throughout the Department on taxation procedures and issues, and facilitate the dissemination of taxation information within the Department. Initiating, developing, implementing and maintaining policies, processes, procedures and controls in accordance with the Department's Taxation Management Framework to ensure timely lodgement of taxation returns and to minimize the risks of noncompliance with taxation legislation.

Desirable Requirements:—Relevant tertiary qualifications or equivalent experience.

The Head of the State Service 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 Richard Zawadzki, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5817, email richard.zawadzki@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

Strategic Financial Control

Principal Taxation Analyst (517222).

Applications Close:—Friday, 11 October 2013.

Salary:—\$93,032 – \$99,415 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 7.

Permanent full-time daywork.

Location:—Hobart.

Duties:—The Principal Taxation Analyst is responsible for: Providing high level strategic advice and support in relation to taxation matters impacting on the Department, including issues having an impact on the taxation obligations of the Agency/Government and taxation policy. Providing leadership and high level technical advice, training and assistance to senior management and operational staff throughout the Department on taxation procedures and issues, and facilitate the dissemination of taxation information within the Department. Initiating, developing, implementing and maintaining policies, processes, procedures and controls in accordance with the Department's Taxation Management Framework to ensure timely lodgement of taxation returns and to minimize the risks of noncompliance with taxation legislation.

Desirable Requirements:—Relevant tertiary qualifications or equivalent experience.

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Enquiries to Richard Zawadzki, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5817, email richard.zawadzki@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:—Friday, 11 October 2013.

Salary:—\$78,181 – \$90,026 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—We are seeking a Team Leader for our Strategic Staffing and Recruitment area to lead and develop the Strategic Staffing and Recruitment team within the Department of Health and Human Services (DHHS) to ensure the continuous improvement of recruitment and employment activities. As a senior member of the Strategic Staffing and Recruitment unit, this role supports best practices through the implementation of employment policy and practices within the DHHS and works collaboratively with Tasmanian Health Organisations (THOs). In conjunction with the HR Consultant Recruitment Strategy, the Team Leader manages recruitment marketing activities across the Agency to help ensure it is positioned positively as employers and builds capacity in relation to these activities.

The Head of the State Service 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 Bel Stevanovich, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4889, email bel.stevanovich@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 (521496).

Applications Close:—Friday, 11 October 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 day work, working 35 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Womens and Childrens Services.

Duties:—Provide an efficient administrative and clerical support service to the Nurse Unit Manager and other clinical staff in the Outpatient Department of Womens and Children Service. Act as the Outpatient Department's receptionist.

The Head of the State Service 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 Robyn Gloede, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8960, email robyn.gloede@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

Clinical Nurse Consultant (2 Vacancies).

Applications Close:—Friday, 11 October 2013.

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

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

Vacancy No. 521631.

Permanent part-time shift work, working 60 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Emergency Department, LGH Charles Street, Launceston.

Vacancy No. 521632.

Permanent part-time shift work, working 56 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Emergency Department, LGH Charles Street, Launceston.

Duties:—Provides clinical leadership in a contemporary Emergency Department, including advanced nursing care within scope of practice. In collaboration with the Nurse Unit Manager (NUM), Emergency Department (DEM) undertakes nursing assessments contributes to planning and co-ordinates the delivery of services to patients presenting to the Emergency Department (ED).

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

The Head of the State Service 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 Suzanne Millar, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7392, email suzanne.millar@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***Deputy Chief Radiographer (507689).**

Applications Close:—Friday, 22 November 2013.

Salary:—\$87,754 – \$97,057 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 4.

Permanent full-time day worker (with oncall). Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital.

Duties:—Launceston General Hospital is looking for a progressive professional to fill the role of Deputy Chief Radiographer.

You will assist in the management and co-ordination of our Diagnostic Imaging Service, ensuring patients receive appropriate and effective quality services in a timely and integrated manner. You will be responsible for developing, implementing and co-ordinating training and quality assurance activities for all radiographers employed in non-specialty areas.

The successful candidate is expected to have extensive experience in a similar setting including experience in an advanced modality.

Launceston General Hospital is a large regional public hospital currently undergoing an extensive redevelopment, development areas include the emergency department, ICU, operating theatres and the introduction of an Acute Medical Unit. We are also the tertiary referral centre for the north of Tasmania, supporting a busy trauma and surgical programme.

You will be working in a well equipped department which includes CT, MRI, Angiography and Ultrasound as well as general digital radiography. Our CT is due to be replaced with a Siemens Definition Edge in the coming months and a hybrid system will be installed in the new operating theatre suite. The department is supported by an advanced IT system which is available statewide.

Launceston provides many opportunities to pursue an excellent work/life balance, with easy access to national parks and a large variety of activities on offer. You will never be short of things to experience. With a vibrant art scene and a growing number of festivals throughout the year, you can enjoy a cosmopolitan lifestyle.

Essential Requirements:—Registered with the Medical Radiation Practice Board of Australia.

The Head of the State Service 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 Garth Faulkner, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7081, email garth.faulkner@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 ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital***Enrolled Nurse (VARIOUS VACANCIES) (503221).**

Applications Close:—Friday, 11 October 2013.

Salary:—\$50,713 – \$56,163 p.a.

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

Permanent full-time and part-time vacancies available. Hours to be negotiated with the successful applicants.

Location:—Launceston General Hospital.

Duties:—Various vacancies are available across the Department of Medicine, Surgery, Women's and Children's and Nursing Pool.

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

The Head of the State Service 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 Robyn Liddington, Assistant Director of Nursing (Medicine), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7578, email robyn.liddington@dhhs.tas.gov.au or Cassandra Sampson, Assistant Director of Nursing (Surgery), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8707, email cassandra.sampson@dhhs.tas.gov.au or Janette Tonks, Assistant Director of Nursing (Women's and Childrens Services), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8990, email janette.tonks@dhhs.tas.gov.au or Lindi Staehle, Nurse Unit Manager (Nursing Pool), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7901, email lindi.staehle@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 ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital***Nurse Unit Manager (NUM), North West Renal Satellite Unit (513497).**

Applications Close:—Friday, 11 October 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 work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Renal Satellite Unit, Parkside, Burnie.

Duties:—The Nurse Unit Manager provides leadership to the North West Renal Satellite Unit situated within Department of Medicine, Launceston General Hospital. Additionally, ensures the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within North West Renal Satellite Unit.

Desirable Requirements:—Relevant post graduate qualifications.

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

The Head of the State Service 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 Robyn Liddington, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7578, email robyn.liddington@dhhs.tas.gov.au.

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

Pharmacist (2 Vacancies).

Applications Close:—Friday, 11 October 2013.

Salary:—\$49,785 – \$79,877 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

Vacancy No. 503608.

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

Location:—Launceston General Hospital.

Vacancy No. 503612.

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

Location:—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 Head of the State Service 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.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Registered Nurse (4 Vacancies).

Applications Close:—Friday, 11 October 2013.

Salary:—\$56,163 – \$76,859 p.a.

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

Vacancy No. 503903.

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

Location:—Operating Room Suite, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 503910.

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

Location:—Operating Room Suite, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 517552.

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

Location:—Operating Room Suite, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Vacancy No. 513647.

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

Location:—Operating Room Suite, Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals. This position is for an Operating Room Nurse and must have a minimum of 12 months current perioperative experience with a Skill set of instrument, circulating, anaesthetics and PACU.

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

The Head of the State Service 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 Tonia Harper, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7607, email orsnum@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Registered Nurse/Midwife (VARIOUS VACANCIES) (503216).

Applications Close:—Friday, 11 October 2013.

Salary:—\$56,163 – \$76,859 p.a.

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

Permanent full-time and part-time vacancies available. Hours to be negotiated with the successful applicants.

Location:—Launceston General Hospital.

Please note that access to the Grade 4 salary range \$72 675 – \$76 859 is subject to successful application for progression to Grade 4.

Duties:—Various Nursing vacancies are available across the Department of Medicine, Surgery, Women's and Children's and Nursing Pool.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse and a Registered Midwife.

The Head of the State Service 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 Robyn Liddington, Department of Health and Human Services and Tasmanian Health Organisations, Assistant Director of Nursing (Medicine), phone (03) 6348 7578, email robyn.liddington@dhhs.tas.gov.au or Lindi Staehle, Nurse Unit Manager (Nursing Pool), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7901, email lindi.staehle@dhhs.tas.gov.au or Cassandra Sampson, Assistant Director of Nursing (Surgery), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8707, email cassandra.sampson@dhhs.tas.gov.au or Janette Tonks, Assistant Director of Nursing (Women's and Children's Services), Department of Health and Human

Services and Tasmanian Health Organisations, phone (03) 6348 8990, email janette.tonks@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

Senior Physiotherapist (521114).

Applications Close:—Friday, 25 October 2013.

Salary:—\$49,785 – \$79,877 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

Fixed-term part-time day work (with oncall), working 45.60 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 17 August 2014.

Location:—Launceston General Hospital.

Duties:—To provide and maintain optimal specialist physiotherapy services within the THONorth. Provide professional guidance and support to level 1/2 Physiotherapists.

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

The Head of the State Service 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 James Darvas, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7216, email james.darvas@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

Social Worker (521603).

Applications Close:—Friday, 11 October 2013.

Salary:—\$49,785 – \$79,877 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

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

Location:—John L Grove Rehabilitation Unit.

Duties:—To develop, provide and evaluate a social work service for patients of the John L Grove Rehabilitation Unit within the Launceston General Hospital and their families as part of a multidisciplinary team.

Essential Requirements:—

Degree in Social Work giving eligibility for membership of Australian Association of Social Workers.

The Head of the State Service 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 Stewart Millar, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7247, email stewart.millar@dhhs.tas.gov.au or Annette Keen, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5178, mobile 0477 714 798, email annette.keen@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

Clinical Nurse Consultant, Palliative Care (504992).

Applications Close:—Friday, 18 October 2013.

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

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

Fixed-term part-time day work (with oncall), working 64 hours per fortnight, from 4 November 2013 to 30 June 2016. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Palliative Care North.

Duties:—The Clinical Nurse Consultant, Palliative Care provides clinical leadership and direction in planning, implementing and evaluating the provision of palliative care to effectively support the delivery of an acute and community palliative care services provided by the THO-North.

The Clinical Nurse Consultant, Palliative Care is responsible for providing clinical leadership and authoritative advice to nursing, medical and allied health staff including other health care providers and external stakeholders. Co-ordinating acute and community palliative care clinical practices including palliative care treatment plans, psychosocial support and interventions. Leading the development and implementation of clinical policy, guidelines and service delivery options.

Desirable Requirements:—Holds or is working towards relevant post graduate tertiary qualification.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse. -Current Driver's Licence.

The Head of the State Service 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 Linda Johnstone, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5544, email linda.johnstone@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

Clinical Nurse Educator (2 Vacancies).

Applications Close:—Friday, 11 October 2013.

Salary:—\$81,689 – \$87,328 p.a.

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

Vacancy No. 521623.

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

Location:—Primary Health North.

Vacancy No. 521624.

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

Location:—Primary Health North.

Duties:—The role of the Clinical Nurse Educator is to facilitate and support the development of the nursing workforce by planning, promoting, co-ordinating, implementing and evaluating education programs in the clinical setting of primary health rural and remote services.

Desirable Requirements:—Relevant post graduate qualifications.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse. -Current Driver's Licence.

The Head of the State Service 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 Phil Morris, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5500, email philip.morris@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

Community Dementia Nurse, Casual (507468).

Applications Close:—Friday, 11 October 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 27 October 2013 to 26 October 2015.

Location:—Community Dementia Service.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Duties:—In accordance with Primary Health Care Principals, National Standards, agency policy and directions, legal requirements and professional competencies, undertake the delivery of quality case management, based on best practice principles and within a collaborative and multidisciplinary framework. Promote community awareness in relation to dementia care, including developing and maintaining strong communication links within the Agency and with community based service providers and other key groups and consumers regarding supporting the needs of clients, their families and carers. Function as a member of the multi-disciplinary team; provide support, consultation and co-operation to other team members to ensure continuity of services for clients, including attendance at relevant team meetings. Participate in and contribute to the Community Dementia Service program for quality improvement and consumer safety.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse. -Current Driver's Licence.

The Head of the State Service 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 Fiona Young, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4156, email fiona.young@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 (504193).

Applications Close:—Friday, 11 October 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 9 October, 2015.

Location:—St Helens District Hospital, St Helens, Tasmania.

Please note that access to the Grade 4 salary range \$72,675 – \$ 76,859 is subject to successful application for progression to Grade 4.

Duties:—The Registered Nurse 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 as a Registered Nurse.

The Head of the State Service 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 Denise Callister, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6376 5222, email denise.callister@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

Senior Physiotherapist (506494).

Applications Close:—Friday, 18 October 2013.

Salary:—\$76,505 – \$87,754 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 3.

Permanent full-time daywork. Not withstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Primary Health North.

Duties:—To work an effective member of the community physiotherapy team in the assessment, planning and delivery of physiotherapy services for clients and their carers in Northern Tasmania. In consultation with the Area Services Co-ordinator (North) and members of the physiotherapy team, ensure that services are delivered according to best practice standards and in accordance with organisational policies and professional codes of conduct. To contribute to health promotion and prevention initiatives within the region.

Desirable Requirements:—Current drivers licence.

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

The Head of the State Service 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 Pat Wrigley, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4128, email pat.wrigley@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

Data Analyst (503185).

Applications Close:—Friday, 11 October 2013.

Salary:—\$78,181 – \$90,026 p.a.

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

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

Location:—11 Alexandra Rd Ulverstone.

The Tasmanian Health Organisation-North West (THO-North West) is seeking to recruit a Data Analyst for the Business Intelligence Unit, North West.

This is an exciting opportunity to join a progressive and innovative team tasked with clinical analysis, collection, and reporting of hospital activity.

The position carries out complex reporting projects, clinical analytics, research, evaluation and preparation of casemix analysis and data quality assurance activities on a day to day basis. A high level knowledge and experience in the use of database and spreadsheet applications including Visual Basic for Applications will be an essential part of the role.

To be successful in this role you will possess good interpersonal and communication skills to assist with stakeholder consultation. You will be able to pair these skills with your proven ability to liaise effectively with a wide range of clinical and non-clinical staff in order to achieve efficient business outcomes for THO-North West.

For more information or to discuss your application today please contact Simon Foster, Director, Business Intelligence Unit on 0418 530 674 or email simon.foster@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

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

Essential Requirements:—Nil.

The Head of the State Service 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 Simon Foster, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0418 530 674, email simon.foster@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

Director of Medical Services (518258).

Applications Close:—Friday, 1 November 2013.

Salary:—To be negotiated.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009.

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

Location:—Tasmanian Health Organisation, North West.

Who are we?

The Tasmanian Health Organisation, North West (THO-North West) is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

THO-North West comprises of 2 acute hospitals, 3 district hospitals and multiple community and mental health sites.

Who are we looking for?

We are seeking a motivated and experienced Director of Medical Services (DMS) to join the senior management group in THO-North West. The DMS will provide clinical leadership and advice, and enhance clinical governance on all sites across THO-North West.

The DMS will provide leadership in:—

Chair the regions credentialing committee.

Co-ordination of medico-legal cases.

Development of the Admission and Discharge policies.

Act as 'Principal Supervisor'.

Medical contributor to long term planning and identification regarding the regions core medical services.

Do you have?

Fellowship with the Royal Australasian College of Medical Administrators.

Specialist registration.

High level communication skills and the ability to effectively liaise with a wide variety of managers and staff and work as part of a multi-disciplinary team.

Demonstrated high level clinical management experience.

Experience in complaints handling and medico-legal processes.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Donna Harris, Medical Services Manager on 0409 915 069 or email donna.harris@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

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

The Head of the State Service 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

Pharmacist (Multiple).

Applications Close:—Friday, 11 October 2013.

Salary:—\$49,785 – \$79,877 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

Permanent part-time day worker, working between 30.4 and 38 hours per fortnight.

Location:—Tasmanian Health Organisation, North West.

Who are we?

The Tasmanian Health Organisation, North West is seeking to recruit experienced and registered pharmacists to join the team based at both the Mersey Community Hospital (MCH) and North West Regional Hospital (NWRH). The Pharmacy Departments at MCH and NWRH form part of the Statewide Hospital Pharmacy Operations Unit and provides clinical pharmacy services to medical and surgical wards as well as outpatient dispensing services. The NWRH also provides a clinical service to Oncology and mental health services as well as a manufacturing service of aseptic and non-aseptic products. The Department has strong links with the Pharmacy School at the University of Tasmania, with regular student rotations. The Department also prides itself on providing an excellent intern training program.

Who are we looking for?

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 verbal and written medicines information and advice to patients and health care professionals including knowledge of medication related issues.

Do you have?

Current registration.

Experience in a range of activities such as dispensing and/or clinical pharmacy, preferably in a hospital setting.

Well-developed communication and interpersonal skills.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

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

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

The Head of the State Service 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

North West Regional Hospital

Administrative Assistant, Early Intervention Interdisciplinary Service (EIIIS) (519715).

Applications Close:—Friday, 11 October 2013.

Salary:—\$47,265 – \$51,332 p.a.

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

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

Location:—North West Regional Hospital.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Administrative Assistant to join our Physiotherapy Team. As a member of the operational team, the Administrative Assistant is responsible for the provision of administrative and clerical support to the Early Intervention Service (EIS) and the Physiotherapy Team.

Reporting to the Manager, Physiotherapy services, the successful candidate will be responsible for the relevant

day to day administration processes including, provision of an effective, caring service ensuring prompt, sensitive and confidential handling of all enquiries. In addition you will liaise with relevant team members and service providers to ensure that appointments scheduling systems meet client and service delivery needs.

Do you have?

Strong communication and interpersonal skills.

Sound understanding of and experience in managing databases.

Ability to be flexible, work with minimal supervision across service sites and positions.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

Apply online for this position for this great opportunity or if you have any queries please contact Noel McRoberts, Manager Physiotherapy Services today on (03) 6430 6608 or email: noel.mcroberts@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Essential Requirements:—Nil.

The Head of the State Service 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 Noel McRoberts, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6608, email noel.mcroberts@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

Diabetes Specialist Dietitian (519189).

Applications Close:—Friday, 25 October 2013.

Salary:—\$87,754 – \$97,057 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 4.

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

Location:—Diabetes Centre, North West Regional Hospital.

Who are we?

The Tasmanian Health Organisation (THO, North West) is an innovative and dynamic organisation dedicated to improving

the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Diabetes Specialist Dietitian to join the friendly and professional team at the Diabetes Centre in THO-North West.

The primary duties of this role are to provide a specialist nutrition and dietetic service at the North West Regional Hospital (NWRH) Diabetes Centre and to clients from the THO-North West. Within this clinical role you will be responsible for promoting preventative health measures, co-ordination of nutrition and dietetic services provided by the NWRH Diabetes Centre, and, the planning and development of innovative best practice strategies in the area of medical nutritional therapy for people with diabetes. The role encompasses multiple clinics/ areas of diabetes management including; paediatrics, insulin pump therapy, pregnancy, obesity and complex type 1 and 2 diabetes.

This position also undertakes an authoritative leadership role and maintains specialised knowledge to ensure nutrition and dietetic services provided are in accordance with organisational policies, best practice standards and the Dietitians Association of Australia (DAA) code of conduct.

You will have proven ability to function autonomously and within a team environment, exercise a high degree of independent professional judgement in the resolution of complex and critical problems and act as a specialised diabetes dietetic resource for health professionals within the organisation.

Do you have?

Extensive clinical experience and expertise.

Proven ability to function autonomously.

Demonstrated ability to be able to work effectively as part of a multidisciplinary team.

Proven high level of negotiation and conflict resolution skills.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Giuliana Murfet on 0419 568 176 or email giuliana.murfet@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Desirable Requirements:—Holds or is working towards Credentialed Diabetes Educator status.

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 Head of the State Service 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 Giuliana Murfet, Department of Health and Human Services and Tasmanian Health Organisations, phone 0419 568 176, email giuliana.murfet@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

Nurse Unit Manager-Diabetes Centre (502295).

Applications Close:—Friday, 29 November 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:—North West Regional Hospital.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

This role is based at the North West Regional Hospital at Burnie. The Diabetes Centre has a number of services to meet the needs of its rural regional community including: type 1, complex type 2, insulin pump therapy, paediatrics, diabetes in pregnancy, endocrinology and High Risk Foot clinics.

Who are we looking for?

We are seeking a motivated and experienced Nurse Manager looking to bring their existing skills and knowledge to this exciting leadership position, in which you will provide leadership, strategic direction, and operational management to a friendly and dynamic diabetes team.

Reporting to the Co-Director of Nursing, this role encompasses a wide range of responsibilities, from ensuring exceptional clinical care is provided to each patient, providing leadership, and managing budgets as key aspects of this exciting opportunity.

Do you have?

Current AHPRA registration.

Recent Management experience.

Relevant clinical experience within diabetes.

A consultative leadership style and ability to build rapport.

Ability to manage budgets, rosters, KPI's and commitment to quality management.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Commitment to professional development.

This is a fantastic opportunity to progress your career, please don't miss out! Call the Co-Director of Nursing Hayley Elmer on 6430 6503 or email hayley.elmer@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; in management and/or diabetes education and management.

Endorsed as a Credentialed Diabetes Educator [CDE].

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

The Head of the State Service 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

North West Regional Hospital

Registered Nurse (502194).

Applications Close:—Thursday, 31 October 2013.

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

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

Permanent part-time shift worker, working 52 hours per fortnight.

Location:—Theatre Department, North West Regional Hospital.

Please note that access to the Grade 4 salary range is subject to successful application for progression to Grade 4.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

This position is based in the Theatre Department of the North West Regional.

Who are we looking for?

We are seeking a motivated and experienced Registered Nurse who is passionate about the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Reporting to the Nurse Unit Manager, you will contribute to the health outcomes of your patients through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Do you have?

Current Registration.

Relevant Operating room experience in scrubbing, circulating and anaesthetic nursing.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Mick Parker on (03) 6430 6652 or email michael.parker@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

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

The Head of the State Service 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 North West

Community Health Nurse (517840).

Applications Close:—Friday, 11 October 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 worker, working 48 hours per fortnight.

Location:—Wynyard Community Health Centre.

Please note that access to the Grade 4 salary is subject to successful application for progression to Grade 4.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

This position is based at the Wynyard Community Health Centre and provides services in the Hellyer area.

Who are we looking for? \

We are seeking a motivated and experienced Registered Nurse who is passionate about the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Reporting to the Nurse Unit Manager, you will contribute to the health outcomes of your patients through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Do you have?

Current Registration.

Current Drivers Licence.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Nicola Pearson on (03) 6434 6454 or email nicola.pearson@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

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

Current Driver's Licence.

The Head of the State Service 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 North West

Director of Nursing/Site Manager (502429).

Applications Close:—Friday, 11 October 2013.

Salary:—\$99,370 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 8, Level 2.

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

Location:—Smithton District Hospital.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Director of Nursing who will be responsible for the overall management and leadership in the Smithton District Hospital and Community Services. We are after a skilled manager to Lead and manage a range of inpatient/community based services ensuring that clinical and support services and infrastructure meet quality and safety standards and are in accordance with Agency performance objectives and community expectations.

Communication skills are a must for this role as they are expected to facilitate the development and maintenance of strong communication links within the Agency and other government and non-government agencies, community health service providers, consumers and other key groups regarding health service priorities.

Do you have?

Current Registration.

Proven management experience of human and physical capital resources.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Karen Linegar on 0419 339 782 or email Karen.linegar@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

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

The Head of the State Service 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

Statewide Mental Health Services

Administrative Officer (505134).

Applications Close:—Friday, 11 October 2013.

Salary:—\$53,203 – \$57,913 p.a.

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

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

Location:—Clare House, New Town.

Duties:—The Administration Officer will work as part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Services principles, National Mental Health Standards, Agency Policy, legal requirements and relevant professional competencies, the Administrative Officer will:—Provide high level quality administrative and reception support to CAMHS including undertaking special projects at the direction of the Team Leader, CAMHS.

Undertake the co-ordination and supervision of administrative staff, including undertaking leave management, training of staff in new processes, the orientation of new or casual administrative staff and the ongoing support of existing administrative staff.

Manage and co-ordinate the administrative support systems for the efficient and effective operation of CAMHS.

Undertake the management of the records system including filing and retrieval of information.

The Head of the State Service 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 Anne Easter, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 8612, email anne.easter@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, SOUTH
Statewide Mental Health Services

Allied Health Professional (505001).

Applications Close:—Friday, 11 October 2013.

Salary:—\$76,505 – \$87,754 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 3.

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

Location:—Adult Community Mental Health, Glenorchy.

Duties:—The Allied Health Professional will work as part of a multidisciplinary 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 Allied Health Professional will:

Undertake the delivery of quality care to clients of the Child and Adolescent, Adult Community, Inpatient and Extended Treatment and Older Persons Mental Health Service based on best practice principles and within a collaborative and multidisciplinary framework.

Provide a specialist assessment and treatment service to clients of Child and Adolescent, Adult Community, Inpatient and Extended Treatment and Older Persons Mental Health Service and their families or carers.

Promote community awareness in relation to mental health and act as a consultant to other agencies with regard to the support and management of clients with mental health needs.

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

Registered with the Occupational Therapy Board of Australia or Registered with the Psychology Board of Australia.

The Head of the State Service 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 Sharmayne Batt, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6211 5000, mobile 0439 011 203, email sharmayne.batt@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH
Statewide Mental Health Services

Executive Assistant (515978).

Applications Close:—Friday, 11 October 2013.

Salary:—\$53,203 – \$57,913 p.a.

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

Permanent full-time day work.

Location:—Wilfred Lopes Centre, South.

Duties:—The Executive Assistant will provide high level administrative and executive support to the Clinical Director, Director of Nursing and Nurse Unit Manager for Wilfred Lopes Centre including:—Preparation of confidential documents, reports and correspondence; Provision of a confidential reception service; Maintenance of a comprehensive diary of appointments for the Clinical Director, Director of Nursing and the Nurse Unit Manager for Wilfred Lopes Centre.

Accommodation and travel arrangements, scheduling meetings, minute taking and compilation of agenda papers.

The Head of the State Service 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 Ray Gregory, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6216 8091, email raymond.gregory@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, SOUTH
Statewide Mental Health Services

Manager, Clinical Practice Development and Performance (519699).

Applications Close:—Friday, 18 October 2013.

Salary:—\$111,775 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 5 Grade 2.

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

Location:—Alcohol and Drug Services, South.

Duties:—The Tasmanian Health Organisation South currently have an exciting opportunity for a skilled health professional to lead capacity building and change management within Alcohol and Drug Services Tasmania through the review and development of service programs, models and frameworks and the establishment of clinical practice principals and standards that underpin their development. As a member of the senior management team, this position provides the opportunity to be rewarded for the application of high level strategy and leadership skills in facilitating and promoting a proactive integrated and innovative approach to quality improvement, client safety and risk management processes within Alcohol and Drug Services. You will work in partnership with the Alcohol and Drug Service Clinical Director, State Manager and the executive team in the provision of high level strategic and policy advice and analysis on service and sector reforms and national and international service trends and the implications

for the management and delivery of Alcohol and Drug treatment services in Tasmania.

Desirable Requirements:—Current Driver's Licence. Completion or progression towards the completion of a post graduate qualification relevant to the position.

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

The Head of the State Service 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 John Alderdice, Department of Health and Human Services and Tasmanian Health Organisations, phone 6230 7800, email john.alderdice@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, SOUTH

Clinical Support Services

Pharmacist (508352).

Applications Close:—Friday, 11 October 2013.

Salary:—\$49,785 – \$79,877 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2012, DHHS and THO Allied Health Professional, Level 1-2.

Permanent full-time day work with on-call, working 76 hours per fortnight.

Location:—Pharmacy, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is currently seeking a permanent full-time Pharmacist.

Duties:—In the role of Pharmacist you will 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.

Your duties include dispensing inpatient, outpatient and discharge medication in accordance with legal requirements, provision of medicine information to patients and staff, maintain an integrated and documented medication management service which meets APAC guidelines, supervise pharmacy technicians, manufacture pharmaceutical products and participate in a broad range of pharmacy services.

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

The Head of the State Service 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.

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

Complex Chronic and Community Services

Hospital Aide (512907).

Applications Close:—Friday, 11 October 2013.

Salary:—\$42,625 – \$43,601 pro rata, per annum.

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

Permanent part-time day work, working 60 hours per fortnight.

Location:—St Johns Park, New Town.

Duties:—The role of the Hospital Aide is to maintain clean hygienic surroundings to facilitate the control of infection. Ensure that maintenance of basic ward equipment is carried out at a high level and ensure that patient confidentiality is maintained at all times.

The Head of the State Service 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 Colin Banks, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7771, email colin.banks@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

Hotel Services and Logistics

Cleaner (3 Vacancies).

Applications Close:—Friday, 11 October 2013.

Salary:—\$40,286 – \$42,027 pro rata, per annum.

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

Vacancy No. 507843.

Permanent part-time shift work, hours to be negotiated.
Location:—Cleaning Services, Royal Hobart Hospital.

Vacancy No. 507841.

Permanent part-time shift work, hours to be negotiated.
Location:—Cleaning Services, Royal Hobart Hospital.

Vacancy No. 507850.

Permanent part-time shift work, hours to be negotiated.
Location:—Cleaning Services, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking permanent part-time cleaners to work in Cleaning Services, Royal Hobart Hospital.

Duties:—In the role of Cleaner you will perform general cleaning duties, including floor, and wall maintenance in offices, wards, corridors, toilet blocks, and other designated areas throughout the hospital as directed. Your duties include undertaking special cleaning tasks, and other related duties, including removal of garbage, and collection /distribution of linen. You are expected to ensure equipment is used and maintained in the correct manner.

The Head of the State Service 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 Elaine Kelly, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8420, email elaine.kelly@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

Hotel Services and Logistics

Cleaner, Multiple Vacancies (507841).

Applications Close:—Friday, 11 October 2013.

Salary:—\$40,286 – \$42,027 pro rata, per annum.

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

Permanent part-time shift work, hours to be negotiated.

Location:—Cleaning Services, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking permanent part-time cleaners to work in Cleaning Services, Royal Hobart Hospital.

Duties:—In the role of Cleaner you will perform general cleaning duties, including floor, and wall maintenance in offices, wards, corridors, toilet blocks, and other designated areas throughout the hospital as directed. Your duties include undertaking special cleaning tasks, and other related duties, including removal of garbage, and collection /distribution of linen. You are expected to ensure equipment is used and maintained in the correct manner.

The Head of the State Service 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 Elaine Kelly, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8420, email elaine.kelly@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

Medicine Services

Service Support Officer (515024).

Applications Close:—Friday, 18 October 2013.

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

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

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

Location:—Royal Hobart Hospital.

Duties:—The role of the Service Support Officer is to provide secretarial, administrative and clerical support to the Head of Department, Managers and Clinicians, including the preparation of correspondence and reports. Liaise with THO-South staff and external service providers, maintenance of records and statistical information. Liaise with staff, patients, and Government departments and outside organisations on a number of matters relating to the co-ordination of administrative requirements for the Department of General Medicine. Act as a primary contact person to receiving patient complaints/compliments and general enquiries. Support the Head of Department and other members of the Department by undertaking a project support and research role.

The Head of the State Service 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 Andrea Wright, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7199, email andrea.wright@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

Paediatric Post Graduate Nursing Program 2014 (Multiple positions).

Applications Close:—Friday, 11 October 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 part-time (64 hours per fortnight) fully rotational commencing 23 February 2014 for a period of 12 months.

Location:—Paediatric Unit, Royal Hobart Hospital, Liverpool Street, Hobart.

Please note that access to the Grade 4 salary range \$72,675 - \$76,859 is subject to successful application for progression to Grade 4.

Multiple positions available for registered nurses wishing to undertake Post Graduate studies in Paediatric nursing.

Duties:—Current knowledge of, and the ability to apply nursing principles, procedures and practices in the delivery of patient/client care in a designated practice area and in line with legal requirements and the Australian Nursing and Midwifery Council (ANMC) National Competency Standards for the Registered Nurse.

The successful applicants must have sound interpersonal and communication skills, including written skills and the ability to function effectively in a multidisciplinary team environment, also knowledge of continuous quality improvement (safety and quality) and the application of evidence based practice in the practice setting and commitment to participate to participate in ongoing professional development.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia a a Registered Nurse. Acceptance as a student in the relevant diploma or certificate program.

The Head of the State Service 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 Janine Sawford, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8332, email janine.sawford@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Women and Children Services

Visiting Medical Specialist (509916).

Applications Close:—Friday, 11 October 2013.

Salary:—\$245,083 – \$294,543 pro rata, per annum.

Health and Human Services Tasmanian Visiting Medical Practitioners (Public Sector) Agreement 2009, Visiting Medical Specialist.

Fixed-term part-time 3.8 hours per fortnight day work, commencing November 2013 for a period of 12 months.

Location:—Paediatrics Unit, Royal Hobart Hospital, Liverpool Street, Hobart.

Duties:—The Visiting Medical Specialist will have demonstrated ability to provide comprehensive care in general paediatrics and experience in managing patients with Cystic Fibrosis, the ability to communicate effectively and maintain good interpersonal relationships.

Demonstrated ability in undergraduate and post-graduate teaching and research.

Recognition as a Paediatric Specialist by the completion of the FRACP training or equivalent and evidence of participation in MOPS or equivalent.

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

The Head of the State Service 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 John Daubenton, Associate Professor, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7125, email john.daubenton@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

RACING SERVICES TASMANIA

Stewards

Chief Steward, Harness Racing (371488).

Applications Close:—Friday, 11 October 2013.

Salary:—\$85,590 – \$90,853 p.a.

Fixed-term full-time for 5 years.

Location:—Launceston.

Remuneration:—In addition to salary stated there is the potential for a Market Allowance of up to 10% to paid.

Duties:—Provide authoritative and specialist high level policy advice and recommendations to the Director on integrity control relating to the harness code of racing and then manage the implementation of integrity control policy decisions.

Administer harness racing in Tasmania in accordance with the Rules of Racing, relevant legislation or directions from the Director, including the management or conduct of investigations or inquiries into breaches of the Rules of Racing, including the determination of penalty, and represent the harness code at hearings before the Tasmanian Racing Appeal Board.

Manage the supervision and control of the conduct of harness racing including race meetings, trials and training.

Develop and maintain effective working relationships with industry associations, race clubs, officials, industry participants and other government bodies, and represent Tasmania as required at national forums, relating to the harness code of racing.

Monitor Occupational Health and Safety developments and ensure appropriate measures are taken to facilitate compliance within the framework of the Rules of Racing and policy as it relates to harness racing.

Develop, manage and co-ordinate the training and development of junior drivers in accordance with national best practice, including presentation of lectures.

Develop and manage the swab budget for each racing code.

Responsible for liaison with the Director and other stakeholders for the development and implementation of a stewards' training package.

Manage the provision of specialist advice and recommendations to the Director for the assessment of Rules of Racing and licence applications or renewals.

Monitor and be responsive to wagering transactions to ensure compliance with the Rules of Racing.

Provide support and assistance to the Chief Stewards of the other codes of racing as required.

Essential Requirement:—A current driver's licence.

The Secretary 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 including illegal betting or gambling. Serious traffic offences. Crimes of violence.

Enquiries to Tony Murray, General Manager, Racing Services Tasmania, Department of Infrastructure, Energy and Resources, phone (03) 6336 2489, email tony.murray@dier.tas.gov.au.

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

INFRASTRUCTURE, ENERGY AND RESOURCES

TRANSPORT INFRASTRUCTURE SERVICES

Contract Analyst (371912).

Applications Close:—Friday, 11 October 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Undertake administrative tasks associated with the engagement, contract administration, performance monitoring, and reporting of all contracts, including generating targeted reports for key stakeholders on the status and progress of contracts for the Agency.

Maintain relevant performance data and record key performance dates in the Agency's Contract Management System.

Provide advice and support to project managers in relation to their management of professional services consultants, including using the Agency's Contract Management System to support the timely and accurate recording of consultant related commitments and contract requirements.

Undertake in-depth research and analysis and make recommendations regarding potential business improvement initiatives.

Act as a systems administrator and liaison for the Contract Management System, including testing and co-ordinating

system releases, upgrades and rollouts, liaising with developers, provision of training to staff and acting as a system helpdesk resource.

Undertake quality checks and suggested improvements on documents including procedures, briefs, reports, research papers, presentations and other operational documents to Contract Services Branch Manager and other senior staff.

Enquiries to Genevieve Rider, Manager, Contract Services, Department of Infrastructure, Energy and Resources, 10 Murray Street Hobart, phone (03) 6233 3002, email genevieve.rider@dier.tas.gov.au.

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

JUSTICE

CORPORATE SERVICES

Human Resources Branch

Manager HR Operations (356606).

Applications Close:—Friday, 11 October 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time Working 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Lead and manage the team that provides day to day payroll and recruitment services for the Department. Prioritise and allocate tasks associated and assist operational staff to maintain and prioritise their work load. Provide supervision and mentoring to all staff, undertake performance management and support training and ongoing development of knowledge, competence and professional judgement.

Enquiries to Nigel McCulloch, Director, Human Resources, Department of Justice, phone (03) 6233 2303, email Nigel.McCulloch@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.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 Daphne Webb on (03) 6233 6809.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

JUSTICE

MAGISTRATES COURT

Hobart

Supervisor Data Entry and Records (355337).

Applications Close:—Friday, 11 October 2013.

Salary:—\$53,926 – \$58,697 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time Commencing 18 November 2013 until 31 October 2014, working 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Under the direction of the Team Leader assist in the allocation of work priorities for team members of the Criminal and General Division with particular responsibility and daily supervision of data entry and records staff. Ensure the timely and accurate registration, verification and listing of matters filed with the court, including after hours sessions.

The Head of the State Service 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 Donna Spong, Deputy Administrator of Courts, Magistrates Court Southern Region, Department of Justice, phone (03) 6233 2213, email donna.spong@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 Racquel Bowden on (03) 6233 8796 or Donna Spong on (03) 6233 2213.

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

MAGISTRATES COURT

Hobart

Team Leader, Court Clerk (350152).

Applications Close:—Friday, 11 October 2013.

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

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time commencing 11 February 2014 until 16 July 2014, working 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Manage and co-ordinate the Court Clerks Team by; ensuring relief is available to the team in periods of leave, sickness and high workload; providing supervision and training together with day to day guidance to 8 Court Clerks; performance management of team members; Chair Court Clerk meetings on a regular weekly basis and liaise directly with prosecution as required and co-ordinate the availability of Bench Justices and clerk in Preliminary Proceedings, Traffic Courts and Adjournment Courts. Preparation of annual proposed sessions, monthly court calendars in consultation with Magistrates and the weekly lists for court clerks together with the management and transfer of matters between registries.

The Head of the State Service 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 Donna Spong, Deputy Administrator of Courts, Magistrates Court Southern Region, Department of Justice, phone (03) 6233 2213, email donna.spong@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 Marissa Harvey on (03) 6233 3644 or Donna Spong on (03) 6233 2213.

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

OFFICE OF THE ANTI-DISCRIMINATION COMMISSIONER

Investigation and Conciliation Officer (355279a).

Applications Close:—Friday, 11 October 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time For a period of 12 months, working 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Handle enquiries from members of the public concerning potential complaints under the Act. Investigate complaints of discrimination and prohibited conduct in accordance with the provisions of the Act including direct contact with parties to complaints and others relevant to the investigation. Undertake research in respect of investigations.

Enquiries to Robin Banks, Commissioner, Office of the Anti-Discrimination Commissioner, Department of Justice, phone (03) 6216 4431, email robin.banks@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 Hilary Harris on (03) 6216 4431.

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.

PREMIER AND CABINET

TMD

Commercial Management

Major Procurement Consultant (001993).

Applications Close:—Friday, 11 October 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Research, analyse and assess initiatives and issues from a legal and business viewpoint and provide performance reports, advice or recommendations to senior Branch management.

Design, undertake and manage procurement and contracting processes, including:—undertake key components of major whole-of-government ICT and business services procurements; undertake and manage requests for tender and similar processes for medium and high-value TMD procurements; complete, manage and quality assure signing of contracts and official orders; liaise with the Office of the Crown Solicitor as required; work with business and technical experts from across TMD or from customer entities to establish and document business and technical requirements; prepare and finalise key documentation, including RFT documents, evaluation reports, executive briefings and Minutes; provide authoritative advice and review to staff across TMD in relation to contract extensions, variations and procurement processes; ensure that all such activities comply fully with Treasury Instructions and agency procurement policy.

Undertake high level research and provide expert advice and support to TMD regarding procurement and contracting, including recommendations leading to business improvement and efficiencies.

Provide high-level advice and support on issues affecting telecommunications in Tasmania including commercial/legal issues relating to the Government's telecommunications or IT purchasing strategies.

Liaise and consult with TMD stakeholders, including Agencies and other TMD customers, other jurisdictions, suppliers and community organisations, providing high-level client service and support to these and internal stakeholders.

Co-ordinate and participate in regular customer and supplier governance and review forums, workshops and related events, including provide high-level executive support and management to supplier governance meetings and negotiations.

Create, support and maintain activity management, project and contract registers and other quality assurance and ad-hoc auditing processes, including identification of opportunities for innovation or improvement, and their implementation in consultation with the Commercial Strategy Manager.

Desirable Requirements:—Tertiary qualifications in a relevant discipline would be an advantage.

Enquiries to Katie Ault, Commercial Strategy Manager, TMD, Department of Premier and Cabinet, phone (03) 6166 3022, email Katie.Ault@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart TAS 7001, phone (03) 6270 5599, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

BIOSECURITY AND PRODUCT INTEGRITY

Animal Health Laboratory

Utility Officer (707066 and 707067) (2 Positions).

Applications Close:—Friday, 11 October 2013.

Salary:—\$47,823 – \$51,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Mt Pleasant.

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

Duties:—To provide support in the post mortem room to facilitate delivery of an effective and efficient diagnostic and investigatory service, and provide an efficient and effective cleaning and sterilising service for the Animal Health Laboratory.

Desirable Requirements:—Several years experience in a NATA accredited laboratory providing support in the areas of sterilisation and decontamination, post mortem room, and media preparation. Several years experience in the safe operation of steam sterilisers/autoclaves.

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 Belinda Jones, phone (03) 6336 5243, email Belinda.Jones@dpiipwe.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 6390, fax (03) 6233 3682, email job.applications@dpiipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

EPA DIVISION

Analytical Services Tasmania

Phycologist (707075).

Applications Close:—Friday, 11 October 2013.

Salary:—\$53,926 – \$87,771 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 service to government businesses and members of the public and provide a statewide analytical and advisory service in Algal Identification and Enumeration. Provide and implement techniques and methodologies that are world best practice in the field of environmental testing.

Essential Requirements:—A Degree in Science, relevant to the professional 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 DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Stephanie Fulton, phone (03) 6230 7000, email Stephanie.Fulton@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 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

EPA DIVISION

Scientific and Technical

Scientific Officer, Derwent Estuary Program (701685).

Applications Close:—Monday, 14 October 2013.

Salary:—\$53,926 – \$87,771 p.a.

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

Fixed-term full-time from 1 November 2013 until 31 October 2014.

Location:—Hobart.

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

Duties:—To manage Derwent Estuary Program's environmental quality monitoring programs and scientific investigations, analyse, interpret and report on results, provide expert scientific advice to stakeholders, and secure external funding.

Essential Requirements:—A Degree in Science, relevant to the professional duties to be undertaken, as provided by a university. A current motor vehicle driver's licence.

Desirable Requirements:—Band 1: Over 2 years experience in the field of estuarine aquatic investigations and analyses, with an emphasis on water and/or sediment quality. A coxwains certificate. Band 2: Over 5 years experience in the field of estuarine aquatic investigations and analyses, with an emphasis on water and/or sediment quality. Postgraduate qualifications in a relevant discipline. A coxwains certificate.

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

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

Enquiries to Christine Coughanowr, phone (03) 6233 6547, email Christine.Coughanowr@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 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

INFORMATION AND LAND SERVICES

Service Tasmania Operations

Client Service Officer (341118).

Applications Close:—Friday, 11 October 2013.

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

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (29 hours 24 minutes per fortnight).

Location:—North West Region Devonport.

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

The role will be located within the North West Region and initially located at Devonport, however the occupant may be required to work at other Service Tasmania shops within the North West Region.

Duties:—To provide accurate and efficient client focused services for a broad range of Government business transactions and information services including collection and receipt of monies and providing information.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment National Criminal History Police Check before taking up the appointment, promotion or transfer. The following check is to be conducted: Checks for criminal charges, convictions or findings of guilt for: crimes involving dishonesty, crimes of violence, sex related offences, serious drug offences, traffic violations, criminal or traffic charges (but not including parking infringements).

Desirable Requirements:—12 months' experience in a customer service environment.

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 Kevin McCrossen, phone (03) 6429 8412, email Kevin.McCrossen@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 6390, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

TASMANIAN AUDIT OFFICE

Audit Administrative Support Officer (356601).

Applications Close:—Friday, 11 October 2013.

Salary:—\$47,823 – \$51,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time 73.50 hours per fortnight for a period of 2 years.

Location:—Hobart.

Some work outside of normal hours may be required at times. May be assigned to other locations within the Office to perform work of a similar nature.

Duties:—Provide assistance and advice on corporate support matters, monitor and report on corporate support practices and assist with the implementation and development of relevant policies, practices and procedures.

Essential Requirements:-

The Head of the State Service 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:—A recognised Certificate III or better qualification related to the responsibilities of the position.

Enquiries to Kerry Conyard, Senior Administration Officer, Tasmanian Audit Office, phone (03) 6226 0100, email kerry.conyard@audit.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Tasmanian Audit Office, 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 Conyard on (03) 6226 0100. The Office 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.

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Administrative Officer (722941).

Applications Close:—Friday, 11 October 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 24 January 2014.

Location:—Hobart.

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:.

perform a range of clerical functions associated with the administration and regulation of liquor and gaming;.

assist with the process of applications for licences and permits under the Gaming Control Act 1993 and the Liquor Licensing Act 1990 and advise the public on liquor and gaming matters, including licensing matters.

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

The Head of the State Service, 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.

Enquiries to Jane Scott, Manager Operations, Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6233 3534, email jane.scott@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

Senior Compliance Inspector (722940).

Applications Close:—Friday, 18 October 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—Maintain high levels of compliance of 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 authoritative advice in relation to licensing and gaming compliance, and 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.

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

The Head of the State Service, 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.

Enquiries to Paul Smith, Compliance Team Leader (South), Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6233 6141, email paul.smith@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>
Education	Education Facility Attendant	C. Wheatley	6 months	02.09.13
Education	Education Facility Attendant	D. Wishart-Brown	6 months	09.09.13
Education	Canteen Supervisor	L. Stevens	6 months	12.09.13
Education	School Administration Clerk	C. Shum	6 months	12.09.13
Education	Library Technician	L. Franklin	6 months	01.10.13
Education	Education Facility Attendant	S. Cleaver	6 months	02.09.13
Education	Teacher Assistant	T. Pritchard	6 months	29.08.13
Education	Teacher Assistant	D. Thomas	6 months	29.08.13
Education	Education Facility Attendant	M. Keating	6 months	02.09.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	S. Wilson	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	House Services Assistant	H. Weltsch	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	U. Kennedy	6 months	01.10.13
Health & Human Services & Tasmanian Health Organisations	Domestics Services Officer	P. Ackerley	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	S. Williams	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	House Services Assistant	J. Moore	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	HR Administrative Assistant	E. Butterworth	6 months	01.10.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Tremayne	6 months	01.10.13
Health & Human Services & Tasmanian Health Organisations	Operational	D. Macmichael	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	L. Westlake	6 months	29.09.13
Health & Human Services & Tasmanian Health Organisations	House Services Assistant	J. Smith	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	V. Oakey	6 months	29.09.13
Health & Human Services & Tasmanian Health Organisations	House Services Assistant	T. Fogarty	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Private Patient Liason Officer	J. Russell	6 months	29.09.13
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	E. Gray	6 months	22.09.13
Health & Human Services & Tasmanian Health Organisations	House Services Assistant	S. Moore	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Operational	S. Brown	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Finance Services Officer (PPS)	C. Smith	6 months	29.09.13
Health & Human Services & Tasmanian Health Organisations	Operational	L. Jeffrey	Nil	13.10.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	P. Bone	6 months	01.10.13
Health & Human Services & Tasmanian Health Organisations	Domestics Services Officer	S. Long	Nil	13.10.13
Infrastructure, Energy & Resources	Administrative Officer	A. Nugent	6 months	27.09.13
Justice	Administrative Assistant - CPLG	V. Thomas	6 months	30.09.13
Police & Emergency Management	Utility Officer	H. Nichols	6 months	23.09.13
Primary Industries, Parks, Water & Environment	Field Officer	C. Lawrence	Nil	17.09.13
Primary Industries, Parks, Water & Environment	Senior Field Officer	H. Wiersma	Nil	17.09.13
Primary Industries, Parks, Water & Environment	Field Officer	N. Secombe	6 months	01.10.13
Integrity Commission	Senior Investigation Officer	A. Ball	6 months	23.09.13

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>
Justice	WHS Project Officer	K. Holmes	3 years	30.09.13

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	L. French	Manager Strategic Purchasing	21.10.13
Education	V. Van de Vusse	Advanced Skills Teacher	02.09.13
Health & Human Services & Tasmanian Health Organisations	E. Hodkinson	Senior Communications Officer	07.10.13
Health & Human Services & Tasmanian Health Organisations	G. Ridler	Principal Project Consultant	27.09.13
Health & Human Services & Tasmanian Health Organisations	N. Bradford	Senior Communications Officer	07.10.13
Health & Human Services & Tasmanian Health Organisations	J. Eamens	Private Patient Liason Officer	29.09.13
Health & Human Services & Tasmanian Health Organisations	G. Perry	Senior Communications Officer	07.10.13
Health & Human Services & Tasmanian Health Organisations	H. Bramich	Senior Communications Officer	07.10.13
Infrastructure, Energy & Resources	G. Kotcharian	Contract Supervisor	07.10.13
Justice	A. Bannister	Manager, Staff Planning & Engagement	23.09.13

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	Customer Service Officer	S. Fiedler	15.09.13
Health & Human Services & Tasmanian Health Organisations	Medical Typist	Y. Mason	12.09.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Morrisby	02.09.13
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	P. Arnold	22.08.13
Health & Human Services & Tasmanian Health Organisations	Medical Typist	J. Preshaw	18.09.13
Health & Human Services & Tasmanian Health Organisations	Finance Support Officer	A. Willis	20.09.13
Infrastructure, Energy & Resources	Managing Geologist	C. Bacon	27.09.13
Justice	Correctional Officer	S. Luck	27.09.13
Primary Industries, Parks, Water & Environment	Food Safety Auditor (Standards and Compliance)	E. Patocs	01.10.13

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	IT Support Officer	W. Nicholas	19.09.13

Termination of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Radiographer	K. Honeyman	20.09.13

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Premier & Cabinet	I. Evans	Health & Human Services & Tasmanian Health Organisations	Employee Relations Consultant	07.10.13



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