



TASMANIAN STATE SERVICE NOTICES

PUBLISHED BY
AUTHORITY
ISSN 0039-9795

WEDNESDAY 23 OCTOBER 2013

OVER THE COUNTER
SALES \$1-10
INCLUDING G.S.T.

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

Tasmanian Government Gazettes are available for perusal at the 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

Working knowledge of the arts, particularly in relation to the visual arts, craft and design sector and contemporary music.

Enquiries to Steve Kyne, Deputy Director, phone (03) 6237 6319, email *Steve.Kyne@arts.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart, TAS 7001, phone (03) 6165 5193, 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

TOURISM TASMANIA

Operations and Planning

Director, Operations and Planning (705853).

Applications Close:—Friday, 1 November 2013.

Salary:—\$121,319 – \$139,517 p.a.

Tasmanian State Service Award, General Stream, Band 9.

Permanent full-time.

Location:—Hobart.

Duties:—You will play a lead role in the strategic planning, governance and performance of the business. Reporting to the CEO and acting as Corporate Secretary to the Tourism Tasmania Board of Directors you will be relied upon for strategic advice based on sound research and insight. You will drive the policy and research agenda, lead business planning and corporate initiatives and oversee the business support for regional tourism in Tasmania. Using your strong political awareness you will manage stakeholder relations and will have demonstrated success in engaging and motivating people in a values-based team environment.

Desirable Requirements:—A degree in management or economics or an equivalent tertiary qualification.

The ideal candidate for this position would have a proven track record at executive level in the tourism, travel or hospitality industry.

Enquiries to John Fitzgerald, Chief Executive Officer, phone (03) 6165 5293, email *John.Fitzgerald@tourism.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart, TAS 7001, phone (03) 6165 5193, 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

Arts Tasmania

Program Officer (424163).

Applications Close:—Friday, 1 November 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—To administer Arts Tasmania's programs of assistance to the arts across all art forms, especially in relation to the visual arts, craft, design and contemporary music. To assist artists and arts organisations in determining their development needs and assist them to take advantage of opportunities locally, nationally and internationally, and in doing so promote quality Tasmanian arts practice that achieves international recognition.

Desirable Requirements:—Current driver's licence.

A relevant tertiary qualifications or commensurate professional experience in business or arts management.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Cressy District High School

Canteen Assistant, Cressy District High School (964216).

Applications Close:—Friday, 1 November 2013.

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

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time up to 45 hours per fortnight. Employment Conditions are 40 weeks per year.

Location:—Cressy District High School.

Description of Role:—Maintain and deliver the school canteen services.

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 Annette Hollingsworth, Department of Education, phone (03) 6397 6281, email annette.hollingsworth@education.tas.gov.au.

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

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

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

EDUCATION

LEARNING SERVICES

Learning Services (North)

Northern Support School

Principal, Northern Support School, (209104).

Applications Close:—Friday, 1 November 2013.

Salary:—\$117,628 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 2.

Permanent full-time 70 hours per fortnight.

Location:—Northern Support School.

Description of Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and policies.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Enquiries to Laurie Andrew, Department of Education, phone (03) 6336 2330, email laurie.andrew@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

School of Special Education, Devonport

Advanced Skills Teacher, School of Special Education, Devonport (960976).

Applications Close:—Friday, 1 November 2013.

Salary:—\$93,009 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Advanced Skills Teacher, Band 2.

Permanent part-time up to 35 hours per fortnight.

Location:—School of Special Education, Devonport.

Description of the role:—To implement and manage appropriate learning programs for students and to assess individual student progress. To assist the Principal in the general educational leadership, management and administration of a particular sector of a school or college.

This role will involve working with students with severe disabilities.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Grace Brown, Department of Education, phone (03) 6424 5554, email grace.brown@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Bothwell District High School

Principal, Bothwell District High School (202438).

Applications Close:—Friday, 1 November 2013.

Salary:—\$110,335 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 1.

Permanent full-time from 1 January 2014.

Location:—Bothwell District High School.

Description of role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Desirable Requirements:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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 Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Brighton Primary School

Principal, Brighton Primary School (953205).

Applications Close:—Friday, 1 November 2013.

Salary:—\$139,508 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 5.

Permanent full-time from 1 January 2014.

Location:—Brighton Primary School.

Description of the role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Clarendon Vale Primary School

Principal, Clarendon Vale Primary School (201585).

Applications Close:—Friday, 1 November 2013.

Salary:—\$117,628 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 2.

Permanent full-time from 1 January 2014.

Location:—Clarendon Vale Primary School.

Description of role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Desirable Requirements:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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 Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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.

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EDUCATION

LEARNING SERVICES

Learning Services (South)

Jordan River Learning Federation

East Derwent Campus

Campus Principal, East Derwent Campus, Jordan River Learning Federation (964621).

Applications Close:—Friday, 1 November 2013.

Salary:—\$132,215 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 4.

Permanent full-time from 1 January 2014.

Location:—Jordan River Learning Federation, East Derwent Campus.

Description of the role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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.

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EDUCATION

LEARNING SERVICES

Learning Services (South)

Jordan River Learning Federation

Gagebrook Campus

Campus Principal, Gagebrook Campus, Jordan River Learning Federation (964622).

Applications Close:—Friday, 1 November 2013.

Salary:—\$117,628 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 2.

Permanent full-time from 1 January 2014.

Location:—Jordan River Learning Federation, Gagebrook Campus.

Description of the role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Jordan River Learning Federation

Senior School

Principal, Jordan River Learning Federation Senior School (964544).

Applications Close:—Friday, 1 November 2013.

Salary:—\$139,508 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 5.

Permanent full-time from 1 January 2014.

Location:—Jordan River Learning Federation Senior School.

Description of the role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Molesworth Primary School

Principal, Molesworth Primary School (202934).

Applications Close:—Friday, 1 November 2013.

Salary:—\$110,335 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 1.

Permanent full-time from 1 January 2014.

Location:—Molesworth Primary School.

Description of role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Desirable Requirements:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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 Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Montagu Bay Primary School

Principal, Montagu Bay Primary School (201876).

Applications Close:—Friday, 1 November 2013.

Salary:—\$117,628 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 2.

Permanent full-time from 1 January 2014.

Location:—Montagu Bay Primary School.

Description of role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Desirable Requirements:— Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Essential Requirements:— Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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 Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

Applications to Vacancy and Staffing Services, Department of Education, GPO 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. Receipt of your electronic application will be acknowledged by return email within two working days.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Austins Ferry Primary School

Education Facility Attendant (Grounds), Austins Ferry Primary School (953354).

Applications Close:—Friday, 1 November 2013.

Salary:—\$38,063 – \$43,039 p.a.

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

Permanent full-time 80 hours per fortnight.

Location:—Austins Ferry Primary School.

Description of the 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 Graham Hyde, Department of Education, phone (03) 6275 7222, email graham.hyde@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)

Glen Huon Primary School

Principal, Glen Huon Primary School (952992).

Applications Close:—Friday, 1 November 2013.

Salary:—\$110,335 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 1.

Permanent full-time from 1 January 2014.

Location:—Glen Huon Primary School.

Description of role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Desirable Requirements:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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 Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Glenorchy Primary School

Education Facility Attendant, Glenorchy Primary School (953686).

Applications Close:—Friday, 1 November 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 full-time 80 hours per fortnight, from as soon as possible.

Location:—Glenorchy Primary School.

Description of the 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 Wendy Potter, Department of Education, phone (03) 6272 7574, email wendy.potter@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)

Ogilvie High School

Principal, Ogilvie High School (204706).

Applications Close:—Friday, 1 November 2013.

Salary:—\$146,801 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 6.

Permanent full-time from 1 January 2014.

Location:—Ogilvie High School.

Description of the role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Springfield Gardens Primary School

Principal, Springfield Gardens Primary School (203155).

Applications Close:—Friday, 1 November 2013.

Salary:—\$124,921 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 3.

Permanent full-time from 1 January 2014.

Location:—Springfield Gardens Primary School.

Description of the role:—To lead and direct the educational program and administration of a school/college in accordance

with appropriate Acts, Regulations and guidelines.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Enquiries to Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Woodbridge School

Principal, Woodbridge School (204536).

Applications Close:—Friday, 1 November 2013.

Salary:—\$117,628 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Level 2.

Permanent full-time from 1 January 2014.

Location:—Woodbridge School.

Description of role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

Desirable Requirements:—Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

Essential Requirements:—Qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005.

Current certificate of registration issued by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000.

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 Judy Travers, Department of Education, phone (03) 6212 3120, email judy.travers@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

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. 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

Program Support Unit

Principal Analyst, Out of Home Care (521310).

Applications Close:—Friday, 1 November 2013.

Salary:—\$93,032 – \$99,415 p.a.

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

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

Location:—Children and Youth Services, Program Support Unit, Hobart.

Duties:—This position is for a Principal Analyst in the Out of Home Care Reform Project, in the Strategy, Program Development and Evaluation unit in Children and Youth Services.

As the Principal Analyst for the Out of Home Care Reform Project the occupant of this role is a senior member of a team that provides specialist analytic advice to support the development of an effective and efficient Children and Youth Services service system.

Selection criteria includes:—Demonstrated high level expertise in the planning, design and detailed development and evaluation of services and programs aimed at improving client outcomes, along with well developed capacity to evaluate the cost benefit of alternative options and make practical recommendations.

Demonstrated high level expertise in research and quantitative and qualitative information analysis.

Demonstrated high level project and change management skills including the capacity to lead and manage complex activity, solve complex problems, and proactively ensure all project KPI's are achieved.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

Desirable Requirements:—A suEssential 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 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 Colleen Moran-Ford, Department of Health and Human Services and Tasmanian Health Organisations, phone

(03) 6233 4719, email colleen.moran-ford@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Housing Tasmania

Client Services Officer (511164).

Applications Close:—Friday, 8 November 2013.

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

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

Fixed-term full-time day work commencing as soon as possible until 30 June 2014.

Location:—D,H and CS, Housing Tasmania, North West.

Duties:—As part of a multi-skilled Client Services Team, perform a range of duties including reception, administrative, clerical and customer support services for staff and clients, to ensure the efficient and effective delivery of housing services across Areas as required.

Selection criteria includes:—Ability to liaise and communicate effectively with clients, some of whom may have challenging behaviours, on a range of matters relating to Housing Tasmania services, other housing options and maintenance issues.

Good interpersonal and communication skills both written and verbal.

Ability to adequately determine client needs with a strong focus on client service.

NOTE: Please refer to the Statement of Duties for all the selection criteria for this position to address in your application.

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.

Please Note:—All potential applicants are invited to a job information session at Housing Tasmania, 1st floor Reece House, 46 Mount Street, Burnie at 6.00 pm on Tuesday 29 October 2013. This is an ideal opportunity to gain a greater insight into the role and learn more about Housing Tasmania.

Enquiries to Anna Radford, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 6280, email anna.radford@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

Asset Management

Property Consultant (514336).

Applications Close:—Friday, 8 November 2013.

Salary:—\$78,181 – \$90,026 p.a.

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

Fixed-term full-time daywork, commencing 10 January 2014 for a period of 12 months.

Location:—Hobart.

Contribute to the delivery of real estate Asset Management Services for the Department of Health and Human Services by: Ensuring the acquisition and disposal of real estate is in accordance with Government requirements and provide whole of Agency value meeting client needs; Supporting the development and implementation of contemporary real estate practices and procedures in a Government context for the Agency; and Providing advice to Asset Management Services on initiatives to improve the delivery of real estate asset management for 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to John Backhouse, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4849, email john.backhouse@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

Domestic Supervisor (503518).

Applications Close:—Friday, 1 November 2013.

Salary:—\$53,203 – \$57,913 p.a.

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

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

Location:—House Services.

Duties:—The Domestic Supervisor is responsible for ensuring a high standard of cleanliness across the Launceston General Hospital and areas of responsibility under the umbrella of Cleaning Services. In doing so, the Domestic Supervisor oversees the daily performance of staff engaged on a variety

of routine manual and operational cleaning tasks and ensures quality control of work in accordance with established procedures, standards and regulations.

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 Colleen Horton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7482, email colleen.horton@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

Emergency Department Support Officer (Multiple Vacancies) (520944).

Applications Close:—Friday, 1 November 2013.

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

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

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

Location:—Emergency Department (DEM) LGH, Charles Street, Launceston.

Duties:—Assisting ED staff in ensuring a safe and secure environment within the Emergency Department (DEM). Acts as a member of the Code Black Team across the entire Hospital afterhours and conducts internal hospital security functions as directed. Additionally, provides support services to the Emergency Department (DEM) that includes assisting with transporting patients to and from diagnostic services.

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

Enquiries to Scott Rigby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7392, email scott.rigby@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

Hospital Aide (513804a).

Applications Close:—Friday, 1 November 2013.

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

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

Fixed-term part-time day work, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 2 May 2014.

Location:—Womens and Childrens Services, Out Patients Department.

Duties:—To assist with the management of all Wards supplies (excepting drugs) to ensure the delivery of a high standard of patient care in the hospital.

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 Robyn Gloede, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8980, 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

Primary Health Services North

Community Nurse (506046).

Applications Close:—Friday, 1 November 2013.

Salary:—\$63,591 – \$76,859 pro rata, per annum.

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

Permanent part-time daywork, not working weekends but working public holidays, working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Deloraine District 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:—The Registered Nurse Community Nurse is required to undertake duties consistent with ongoing experience strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals within the defined community practice area.

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

Enquiries to Lester Jones, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6362 5000, email lester.jones@dhhs.tas.gov.au.

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

Mental Health Worker (516766).

Applications Close:—Friday, 1 November 2013.

Salary:—\$76,505 – \$87,754 pro rata, per annum.

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

Fixed-term full-time day work, commencing 20 November 2013 to 30 June 2014. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Deloraine District Hospital.

Duties:—Working within a primary health care framework and in accordance with Agency policy and direction, legal requirements and professional competencies, provide services on an individual and group basis to residents of the Meander Valley municipality who have or are at risk of developing mental illnesses and to foster their capacity to manage and maintain life skills and better health and well-being. Functioning within a primary health care framework, work with other allied health professionals to develop, provide and evaluate health and well being education and awareness programs to residents of the Meander Valley municipality, based on best practice principles and within a collaborative and multidisciplinary framework.

Desirable Requirements:—Current Driver's Licence.

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

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

The 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 Lester Jones, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6362 5000, email lester.jones@dhhs.tas.gov.au.

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

Human Resources Consultant (518256).

Applications Close:—Friday, 8 November 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:—Ulverstone Executive Offices.

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 Human Resources Consultant to join the HR Team in THO-North West.

Reporting to the Director Human Resources, this role encompasses a wide range of responsibilities including, but not limited to, providing an internal consultancy, advisory and advocacy service to managers and employees, managing complex enquiries, and preparing high-level correspondence, documentation and reports in a timely manner, all while demonstrating and promoting a client service culture.

Do you have?

Demonstrated high-level human resource management skills.

Working knowledge of State Government Industrial frameworks.

Strong and effective relationship management skills.

Knowledge and experience in interpreting awards, employment law and policy.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Rachel Hoyt on 6490 8960 or email Rachel.hoyt@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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Rachel Hoyt, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6490 8960, email Rachel.hoyt@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mersey Community Hospital***Clerk (514482).**

Applications Close:—Friday, 1 November 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 worker, working 3 days a week with occasional additional hours.

Location:—Mersey Community Hospital.

The Tasmanian Health Organisation-North West is seeking to recruit an enthusiastic and motivated person with excellent communication and interpersonal skills. As a Clerk you will be responsible for the provision of a customer focused general reception and telephone service at Mersey Community Hospital, Perioperative services.

You must be able to work autonomously and undertake other duties which include but are not limited to processing referrals received, making appointments and answering telephone and general enquiries from patients.

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

For more information or to discuss your application today please contact Katrina Willis, on 0418 638 301 or email katrina.willis@dhhs.tas.gov.au.

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

Essential Requirements:—Nil.

The 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.

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***Occupational Therapist (502038).**

Applications Close:—Friday, 1 November 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.

Fixed-term 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?

Have you just graduated and are you looking for an opportunity? Do you have some Occupational Therapy experience and you want to build on that or diversify? Are you looking to live in a fantastic location?

We are seeking a motivated Occupational Therapist looking to bring their existing skills and knowledge to this exciting position, in which you will participate in rotations across clinical caseloads in the area including medical, surgical, rehabilitation and orthopaedic inpatients, orthopaedic outpatients, adult community and paediatrics.

Reporting to the Manager, Occupational Therapy Services, this role encompasses a wide range of responsibilities, from ensuring exceptional clinical care is provided to each patient, providing leadership, and providing an educative and supportive role to staff, clients, relatives, carers, volunteers and community groups.

Do you have?

Current AHPRA registration.

Relevant clinical experience.

Flexibility to manage a fluctuating caseload.

Effective communication skills and the ability to work collaboratively.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Commitment to professional development.

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

Desirable Requirements:— Current Driver's Licence.

Essential Requirements:—Registered with the Occupational Therapy 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Victoria Hickman, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6426 5226, email victoria.hickman@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Occupational Therapist (503075).

Applications Close:—Friday, 1 November 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.

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

Location:—North West Region.

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?

Have you just graduated and are you looking for an opportunity? Do you have some Occupational Therapy experience and you want to build on that or diversify? Are you looking to live in a fantastic location?

We are seeking a motivated Occupational Therapist looking to bring their existing skills and knowledge to this exciting position, in which you will participate in rotations across acute clinical caseloads in the area including medical, surgical, rehabilitation and orthopaedic inpatients, orthopaedic outpatients, adult community and paediatrics.

Reporting to the Manager, Occupational Therapy Services, this role encompasses a wide range of responsibilities, from ensuring exceptional clinical care is provided to each patient, providing leadership, and providing an educative and supportive role to staff, clients, relatives, carers, volunteers and community groups.

Do you have?

Current AHPRA registration.

Relevant clinical experience.

Flexibility to manage a fluctuating caseload.

Effective communication skills and the ability to work collaboratively.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Great team environment.

Commitment to professional development.

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

Desirable Requirements:— Current Driver's Licence.

Essential Requirements:—Registered with the Occupational Therapy 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Victoria Hickman, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6426 5226, email victoria.hickman@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, SOUTH

Statewide Mental Health Services

Registered Nurse (Relief) (512467).

Applications Close:—Friday, 1 November 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, working as and when required for a period of 2 years.

Location:—Mental Health Services, South.

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

Duties: The Mental Health Services South is seeking to employ an experienced Registered Nurse in a full-time capacity. Your duties will include interacting effectively with patients'/clients' families and other health team members to facilitate the provision of optimum patient/client care. You will be part of and work within a dynamic multidisciplinary team helping to contribute to a strong team approach through open communication and a positive supportive approach.

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

Enquiries to Joanne Triffitt, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6228 9055, email joanne.triffitt@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

Complex Chronic and Community Services

Clinical Nurse Educator, Palliative Care (521611).

Applications Close:—Friday, 1 November 2013.

Salary:—\$81,689 – \$87,328 p.a.

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

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

Location:—Repatriation Centre, Hobart.

PLEASE NOTE: Part-time hours will also be considered as flexible working options allow this vacancy to be filled by more than one applicant.

Duties:—The Clinical Nurse Educator (CNE) in Palliative Care facilitates and supports the development of the palliative care multidisciplinary workforce, undergraduates and students and development of educational activities to improve service delivery outcomes across palliative care services in Southern Tasmania. This role also includes providing education to primary health providers, allied health and other health professionals involved in the care of palliative care clients and families throughout Southern Tasmania both public and non-government providers. Promotes and facilitates the advancement of evidence based practices in the clinical practice setting within an interdisciplinary team. Has an understanding of the Principles of Primary Health Care and Health Promotion with a focus on Palliative Care.

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

Enquiries to Ann Allanby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6763, email ann.allanby@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

Oral Health Services (Statewide)

Oral Health North West

Dental Therapist (501249).

Applications Close:—Friday, 1 November 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 casual day work 'as and when required' for a period of 2 years.

Location:—Oral Health Services Tasmania, North West.

Duties:—Oral Health Services Tasmania (OHST), North West is seeking to employ Dental Therapists on a casual basis 'as and when required'. Your duties will include providing dental care for eligible clients of the Children's Dental Service of OHST in accordance with the scope of practice outlined by the Australian Health Practitioners Regulation Agency (Dental Board of Australia). Provide health education and health

promotion and preventative programs for clients, their families or carers, communities and other relevant stakeholders.

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

Enquiries to Roseanne Robinson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6440 7120, email roseanne.robinson@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

Oral Health Services (Statewide)

Oral Health South

Senior Clinician (501313).

Applications Close:—Friday, 1 November 2013.

Salary:—\$153,104 – \$160,759 p.a.

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

Permanent full-time day work.

Location:—Oral Health Services South.

Duties:—The role of the Senior Clinician is to lead, supervise, integrate and model best practice in the delivery of public Oral Health Services that are efficient and safe from the perspective of patients and the wider community, in accordance with OHST clinical guidelines and policies and within a collaborative and multidisciplinary framework. Contribute to the development, implementation and evaluation of oral health clinical policies and practices that promote and support a safe environment for clients, staff and visitors to OHST facilities. Lead the development, promotion and implementation of a professional and supportive team environment. Accountable for the oversight, leadership, liaison, quality and risk management functions of the clinical outcomes within the frameworks of the OHST Community Clinics and the acute hospital sector. Provide the clinical oversight, leadership, liaison and risk management function of the clinical services delivered by the Dental Undergraduate Clinical Placement Program and the Voluntary Graduate Year Program within the relevant region.

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

Enquiries to Dr Chris Handbury, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6214 5447, email chris.handbury@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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INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Road Safety Operations

Crossing Guards

School Crossing Patrol Officer (4 Vacancies).

Applications Close:—Friday, 1 November 2013.

Salary:—\$19.55 – \$23.46 per hour.

Tasmanian State Service Award, General Stream, Band 1.

Vacancy No. 904010.

Fixed-term part-time as soon as possible to 31 December 2014.

Location:—Launceston.

Vacancy No. 904011 x 3.

Fixed-term casual as soon as possible to 31 December 2014.

Location:—Launceston.

Vacancy No. 902810.

Fixed-term part-time as soon as possible to 31 December 2014.

Location:—New Norfolk.

Vacancy No. 902811 x 3.

Fixed-term casual as soon as possible to 31 December 2014.

Location:—Eastern Shore and Channel Area.

Duties:—Responsible for the safe conduct of school children and others at pre-selected crossing points.

Responsible for requiring drivers of vehicles to stop on a road where the School Crossing Patrol Officer is engaged in the duties of protecting children and others crossing to and from a school.

Provide advice to the School Principal when children are crossing the road other than at the selected location, or are not observing instructions, so that corrective measures may be taken.

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 offences, Serious Driving Offences and Medical examination covering general health, medical history, vision and hearing.

Desirable Requirements:—Current drivers licence.

Possession of a current First Aid Certificate.

Enquiries to Aly Sargent, School Crossing Patrol Officer Co-ordinator, Department of Infrastructure, Energy and Resources, 287 Wellington Street, Launceston, phone (03) 6336 5459, email Aly.Sargent@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936, Hobart TAS 7001, phone (03) 6166 3307, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

TRANSPORT INFRASTRUCTURE SERVICES

Cadet Business Support Officer (372195).

Applications Close:—Friday, 1 November 2013.

Salary:—\$40,480 – \$61,629 p.a.

Tasmanian State Service Award, Cadet.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to and prepare identified business processes and procedures in consultation with Divisional staff.

Assist in the review and redesign on business practices and provide solutions, proposals and recommendations, either individually or as part of a project team.

Project manage the review of hard copy records held by the Division including: Liaison with Corporate Information Services (CIS) regarding hard copy records held in CIS; Organising review of files, in accordance with business needs and legislative requirements; Facilitate conversion of relevant hard copy records to TRIM; and, Arranging for authorisation for disposal.

Provide research and analysis support to approved business improvement opportunities within the Division including collaborating with stakeholders, and performing research, investigation and business analysis.

Provide project management support to branch projects, including the development, monitoring and reporting on project schedules.

Support divisional information management tasks, including the use of electronic records management.

Contribute to and prepare a variety of correspondence including memos, meeting papers, business cases, Ministerial Replies, Briefs and Minutes.

Essential Requirements:—Acceptance into, or currently studying towards, a three or four year Bachelor degree in Business Information Systems, Information Management, Business Management or similar discipline.

Desirable Requirements:—Current Driver's Licence.

Enquiries to Christie Carless, Manager Business Support and Analysis, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart TAS 7000, phone (03) 6233 7163, email Christie.Carless@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936, Hobart TAS 7001, phone (03) 6166 3307, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

JUSTICE

TASMANIA PRISON SERVICE

*TPS Corporate Services***Finance and Administration Officer (356333).**

Applications Close:—Friday, 1 November 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.50 hours per fortnight.

Location:—Risdon Prison.

Duties:—Develop, administer and monitor financial policies and processes for the Tasmania Prison Service (TPS). Assist the Manager, TPS Corporate Services in managing the TPS budget

and provide budget and financial advice to TPS managers. Assist TPS managers and staff with procurement processes and provide advice on procurement guidelines and requirements.

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

Enquiries to Gavin Wailes, Manager, TPS Corporate Services, Tasmania Prison Service, Department of Justice, phone (03) 6216 8043, email gavin.wailes@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 Gavin Wailes on (03) 6216 8043.

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

TASMANIA PRISON SERVICE

*TPS Corporate Services***Head of Stores (350482).**

Applications Close:—Friday, 1 November 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time working 73.50 hours per fortnight.

Location:—Risdon Prison.

Duties:—Manage the Tasmania Prison Service store and ensure the control of stock is within related instructions and Output policy and in accordance with Government procurement requirements. Supervision of the Senior Stores Officer and Stores Officers to ensure the continued provision of a canteen and store service to all prisoners and staff on a weekly basis.

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:—Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes

against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Gaylene Mander, Executive Officer Corporate Services Tasmania Prison Service, Department of Justice, phone (03) 6216 8063, email gaylene.mander@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 Gaylene Mander on (03) 6216 8063.

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.

MACQUARIE POINT DEVELOPMENT CORPORATION

Corporate Accountant (251010).

Applications Close:—Friday, 1 November 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.5 hour per fortnight.

Location:—Hobart.

Duties:—Provide the General Manager Commercial and Business Services with support to enable the Corporation to achieve its financial management and business objectives. The position also assists the General Manager to develop and manage the Corporation's financial and risk management systems and programs to ensure that services are delivered efficiently and effectively.

Desirable Requirements:—Achievement of, or progression towards, either a vocational or tertiary qualification in accounting and financial management.

Enquiries to Scott Parnham, General Manager Commercial and Business Services, Macquarie Point Development Corporation, phone (03) 6166 4009, mobile 0407 810 040, email scott@macquariepoint.com.

Applications to Recruitment and Establishment, Human Resources, Macquarie Point Development Corporation, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email contact@macquariepoint.com.

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 Scott Parnham on (03) 6155 4009. The Corporation 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.

MACQUARIE POINT DEVELOPMENT CORPORATION

Site Management Officer (251011).

Applications Close:—Friday, 1 November 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time 73.50 hours per fortnight for a period of 3 years.

Location:—Hobart.

Duties:—Oversee and manage the site access and security plans for the Macquarie Point railyards site. As a member of the Planning and Development Business Unit, provide input into and support for the development and implementation of the remediation plan for the railyards site. Work closely with site contractors to ensure they comply with all site management procedures, plans and regulatory requirements.

Desirable Requirements:—Relevant qualifications and experience in environmental management and land or on-site property management.

Enquiries to Peter Sheldon-Collins, General Manager, Planning and Development, Macquarie Point Development Corporation, phone (03) 6166 4004, mobile 0407 512 407, email peter@macquariepoint.com.

Applications to Recruitment and Establishment, Human Resources, Macquarie Point Development Corporation, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email contact@macquariepoint.com.

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 Peter Sheldon-Collins on (03) 6166 4004. The Corporation prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted. Ensure that your application is received by the actual closing date. Late applications will not be accepted.

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

Engineering Services

Appliance Fabrication Technician (520432).

Applications Close:—Monday, 4 November 2013.

Salary:—\$57,431 – \$62,512 p.a.

Tasmanian State Service Award, TFS Engineering, Band 3.

Permanent full-time.

Location:—Cambridge.

Duties:—Provide trade support to Engineering Services through the fabrication and refurbishment of fire appliances and associated equipment.

Essential Requirements:—Hold a recognised trade certificate of Boilermaker/Welder or equivalent.

Desirable Requirements:—Affiliated trade courses, for example, Fitting and Turning, Mechanical or Auto Electrical.

Hold a current driver's licence endorsed to at least Medium Rigid class.

Hold a current Workplace Standards Tasmania Fork Lift Truck licence or equivalent.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Leon Smith on (03) 6214 8841 or from www.jobs.tas.gov.au.

Enquiries to Leon Smith on (03) 6214 8841.

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

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

FireComm

Supervisor FireComm (521334).

Applications Close:—Monday, 4 November 2013.

Salary:—\$83,794 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Supervisor Communications.

Permanent full-time.

Location:—Cnr Argyle and Melville Streets.

Duties:—As part of State Operations, lead and supervise the activities of FireComm, its staff and resources to ensure the effective and efficient operation of the emergency communications and dispatch centre for all emergency incidents.

Essential Requirements:—Hold the Tasmanian Firefighting Industries Employees Enterprise Bargaining Agreement 1999 requirements (or equivalent) for promotion to the rank of Supervisor FireComm.

The Head of the State Service has determined that a person nominated for appointment as Supervisor FireComm is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following pre-employment checks are to be conducted:—Conviction check in the following areas: Arson and fire setting, Sexual offences, Crimes involving dishonesty (e.g. theft, burglary, breaking and entering, fraud), Crimes involving deception (e.g. obtaining an advantage by deception), Making false declarations, Violent crimes and crimes against the person and Malicious damage and destruction to property.

Accordingly a person nominated for appointment to a position of Supervisor FireComm will be required to provide a Record of Convictions in relation to the above from Tasmania Police prior to appointment: Identity check, Disciplinary action in a previous employment check.

Desirable Requirements:—Previous supervisory experience in a similar communications and dispatch facility;

Hold a current drivers licence and Post-secondary/tertiary qualifications in management or a similar field.

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

Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Greg Butters on (03) 6230 8403 or from www.jobs.tas.gov.au.

Enquiries to Greg Butters on (03) 6230 8403.

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

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations and Performance

Southern Region

Visitor Centre Co-ordinator (700592) Re-advertised.

Applications Close:—Friday, 1 November 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Within the Southern Region, initially located at Mt Field.

Limited shared facility accommodation at Mt Field is available with this position.

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

Duties:—Co-ordinate the Mt Field Visitor Centre and its staff to provide a high standard of visitor services and information delivery to park visitors and to the tourism industry. Co-ordinate the South Central Parks and Reserves Management Area (PRMA) 3 Business Enterprise activities and if applicable develop the Mt Field camping business opportunity. Identify and develop other potential business enterprises within the PRMA. Investigate opportunities to increase revenue through a variety of non recurrent funding sources and co-ordinate the collection and expansion of the entry fee collection system across the PRMA.

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 Justin Helmich, phone (03) 6233 4742, email justin.helmich@parks.tas.gov.au.

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

TASMANIAN AUDIT OFFICE

Publications Officer (356525).

Applications Close:—Friday, 1 November 2013.

Salary:—\$53,926 – \$58,697 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 36.75 hours per week (part-time hours may be considered).

Location:—Hobart.

Duties:—Provides editorial and desktop services to the Office and co-ordinates production of external reports and other publications, including newsletters and information briefings. Monitors and liaises with report authors, senior management and Corporate Support Services staff to keep production processes on track.

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 knowledge of Lotus Notes and desktop publishing applications preferably Adobe InDesign.

Good working knowledge of Microsoft Office products, particularly Word and Excel.

Relevant certificate or Diploma.

Enquiries to Patty Johnson, Practice Manager, Tasmanian Audit Office, phone (03) 6226 0100, email patty.johnson@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 Patty Johnson on 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.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Senior IT Support Officer	H. Rathbone	6 months	28.10.13
Health & Human Services & Tasmanian Health Organisations	Booking Clerk	K. Mann	6 months	16.09.13
Health & Human Services & Tasmanian Health Organisations	Home Help	L. Lynch	6 months	07.10.13
Health & Human Services & Tasmanian Health Organisations	Adoption Officer	L. Rosevear	1 month	17.10.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. Monks	6 months	20.10.13
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	M. Littleford-Schacht	6 months	03.09.13
Health & Human Services & Tasmanian Health Organisations	Client Services Officer	J. Ward	6 months	17.10.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Allie	6 months	30.09.13
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	M. Absolom	6 months	02.09.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	G. Clarke	6 months	30.09.13
Health & Human Services & Tasmanian Health Organisations	Clinical Nurse Consultant	J. Davis	6 months	16.09.13
Health & Human Services & Tasmanian Health Organisations	Multi-Skilled Domestic	M. Bean	6 months	20.10.13
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	G. Kent	6 months	15.09.13
Health & Human Services & Tasmanian Health Organisations	Medical Orderly	T. Brown	6 months	14.10.13
Health & Human Services & Tasmanian Health Organisations	Administrative Assistant	D. Sinclair	6 months	18.10.13
Health & Human Services & Tasmanian Health Organisations	Care Assistant	T. Machimbidza	6 months	14.10.13
Health & Human Services & Tasmanian Health Organisations	Manager, Communications and Media	N. Karpeles	6 months	07.10.13
Health & Human Services & Tasmanian Health Organisations	Home Help	K. Morris	6 months	07.10.13
Health & Human Services & Tasmanian Health Organisations	Senior Analyst	A. Pilgrim	Nil	18.10.13
Health & Human Services & Tasmanian Health Organisations	Care Assistant	R. Buckley	6 months	07.10.13
Justice	Child Protection Legal Practitioner	A. Graham	6 months	21.10.13

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	L. Chapman	Manager Education and Care Unit	14.10.13
Education	C. Ferguson	Business Services Coordinator	21.10.13
Education	M. Sward	Customer Services Officer	21.10.13
Education	C. Homer	Manager Tasmanian Information and Research Services	21.10.13
Education	N. Clark	Senior IT Support Officer	15.10.13
Health & Human Services & Tasmanian Health Organisations	A. Haring	IT Consultant	17.10.13
Health & Human Services & Tasmanian Health Organisations	B. Coelho	Allied Health Professional	23.09.13
Health & Human Services & Tasmanian Health Organisations	N. Dadswell Booth	Clinical Nurse Consultant	14.10.13
Health & Human Services & Tasmanian Health Organisations	D. Jessup	Nurse Unit Manager	25.11.13
Health & Human Services & Tasmanian Health Organisations	K. Jarman	Project Officer, Outreach Administration	14.10.13
Justice	G. Templar	Senior Inspector	17.10.13

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Finance Officer	B. Henry	18.10.13
Health & Human Services & Tasmanian Health Organisations	Home Help	M. Gardner	11.10.13
Health & Human Services & Tasmanian Health Organisations	Manager Community Services	J. Joscelyne	11.10.13
Health & Human Services & Tasmanian Health Organisations	Dental Technician	C. Fitzpatrick	11.10.13
Health & Human Services & Tasmanian Health Organisations	Executive Assistant	J. Jackson	11.10.13
Police & Emergency Management	Forensic Technical Officer	A. Lemalu	14.10.13
Treasury & Finance	Principal Policy Analyst	P. MacIntyre	18.10.13

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	Community Nurse	G. Tuson	16.10.13
Justice	Librarian	E. Maja	16.10.13
Primary Industries, Parks, Water & Environment	Client Service Officer, (341098)	E. McMullen	23.10.13
Primary Industries, Parks, Water & Environment	Quarantine Officer	A. Blake	17.09.13
Treasury & Finance	Contracts Officer	R. Boatwright	24.10.13

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	Registered Nurse	J. Ponting	11.10.13



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