



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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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 Print Applied Technology Pty Ltd, 33 Innovation Drive, Dowsing Point, Tasmania 7010.

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

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Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

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

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

The only way to place a State Service vacancy, direct selection and staff movement notices is through the **www.jobs.tas.gov.au** system. If you wish to place a vacancy, direct selection and/or staff movement notice and do not have a **www.jobs.tas.gov.au** system log on, please contact your Human Resource Manager or the 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 Print Applied Technology Pty Ltd on (03) 6216 5346

Deadlines

Government Gazette :—

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

State Service Notices—Vacancy, Direct Selection and Staff Movement Notices:—Information is to be entered on the jobs system by **6 p.m. Friday** prior to publication
Telephone (03) 6232 7462

**Deadlines will be strictly adhered to
Subscription or account enquiries phone
(03) 6233 3148.**

Gazette and State Service Online

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

Essential Requirements:—A university degree or tertiary qualification in a relevant discipline is essential.

Desirable Requirements:—A degree in Computer Science or equivalent.

A current Tasmanian drivers licence.

Enquiries to David Bannister, Senior Application Developer, phone (03) 6237 6408, email **David.Bannister@development.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) 6233 9521, fax (03) 6233 5703, email **applications@development.tas.gov.au**.

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

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Tasmanian Museum and Art Gallery

Program Delivery Officer, History (425325).

Applications Close:—Friday, 22 February 2013.

Salary:—\$53,926 – \$58,697 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time (0.8 FTE) until 30 June 2013.

Location:—Hobart.

Duties:—Deliver visitor programs, including education services for both school groups and the general public, school holiday programs, volunteer guide programs and other public programs.

Assist with the development and co-ordination of visitor programs.

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

Desirable Requirements:—An appropriate tertiary degree or diploma from a recognised Australian institution.

Previous experience in the education and/or public programs area of a museum or cultural attraction.

Current Workplace Level 1 First Aid certificate or the ability to obtain one.

Enquiries to Andy Baird, Manager, Centre for Learning and Discovery, phone (03) 6211 4127, email **Andy.Baird@tmag.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) 6233 9521, fax (03) 6233 5703, email **applications@development.tas.gov.au**.

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

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CORPORATE SUPPORT DIVISION

Information Technology

Business Systems

Application Developer (424823).

Applications Close:—Friday, 22 February 2013.

Salary:—\$53,926 – \$64,927 p.a.

Tasmanian State Service Award, ICT Level 1, Graduate.

Fixed-term full-time for 9 months.

Location:—Hobart.

Duties:—The Application Developer will assist with the design, development and maintenance of the Multi Tier and Web based applications within the Department of Economic Development, Tourism and the Arts.

In conjunction with Business Analysts, Senior Application Developers and infrastructure specialists contribute to the development of application requirements and technical specifications.

EDUCATION

LEARNING SERVICES

*Learning Services (North-West)***Principal Network Leader (964883).**

Applications Close:—Friday, 22 February 2013.

Salary:—\$129,390 p.a.

Teaching Service (TPS) Award, Principal, Band 3, Level 8.

Fixed-term full-time 73.5 hours per fortnight, from as soon as possible for a two year period.

Location:—Learning Services.

Description of the Role:—Network Leaders will focus on improving the performance of all schools in the network through building collective capacity of Principals to lead and manage schools, to improve the quality of the educational offering and the performance of all students. Responsible for development and implementation of consistent state-wide educational policy, processes and reform.

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

The Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

A current drivers licence.

Enquiries to Liz Banks, Department of Education, phone (03) 6233 7985, email liz.banks@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)

Sheffield School

Assistant Principal, Sheffield School (201088).

Applications Close:—Friday, 22 February 2013.

Salary:—\$102,052 p.a.

Teaching Service (TPS) Award, Principal, Band 3, Level 3.

Permanent full-time.

Location:—Sheffield School.

Description of the role:—To assist the Principal in the general educational leadership, management and administration of a school or college.

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

The Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

Enquiries to Ron Daly, Department of Education, phone (03) 6491 8222, email ron.daly@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)

Smithton Primary School

School Executive Officer, Smithton Primary School (300786).

Applications Close:—Friday, 22 February 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Smithton Primary School.

Description of the role:—Manage the operations of the school office and co-ordinate the school administrative service and assigned resources. Provide authoritative advice and support to the Principal and senior staff on administrative, resource and service management. Develop and implement operational solutions to meet administrative service requirements.

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

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

Enquiries to Jo Hillman, Department of Education, phone (03) 6452 1955, email jo.hillman@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-West)

Smithton Primary School

Teacher, Smithton Primary School (3 Vacancies).

Applications Close:—Friday, 22 February 2013.

Salary:—\$52,607 – \$84,184 p.a.

Teaching Service (TPS) Award, Teacher.

Vacancy No. 200502.

Permanent full-time Teacher Early Childhood/Middle Primary.

Location:—Smithton Primary School.

Vacancy No. 200508.

Permanent full-time Teacher Early Childhood/Middle Primary.

Location:—Smithton Primary School.

Vacancy No. 200518.

Permanent full-time Teacher Early Childhood.

Location:—Smithton Primary School.

Description of the role:—To implement and manage appropriate learning programs for students and to assess individual student progress.

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

Current certificate of registration, or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

The Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

Enquiries to Jo Hillman, Department of Education, phone (03) 6452 1955, email jo.hillman@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.



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Applications for 2013 are still open and semester one starts on 25 February.

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EDUCATION

LEARNING SERVICES

Learning Services (South)

Cosgrove High School

Assistant Principal, Cosgrove High School (202419).

Applications Close:—Friday, 22 February 2013.

Salary:—\$102,052 p.a.

Teaching Service (TPS) Award, Principal, Band 3, Level 3.

Permanent full-time.

Location:—Cosgrove High School.

Description of the Role:—To assist the Principal in the general educational leadership, management and administration of a school or college.

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

The Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

Enquiries to Michael Park, Department of Education, phone (03) 6271 1111, email michael.park@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 2490, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or PDF format. Do not send additional paper copies of applications through the mail. Receipt of your electronic application will be acknowledged by return email within two working days.

EDUCATION

LEARNING SERVICES

Learning Services (South)

Kingston High School

Education Facility Attendant, Kingston High School, (954033).

Applications Close:—Friday, 22 February 2013.

Salary:—\$38,063 – \$50,000 p.a.

Education Facility Attendants Salaries and Conditions of Employment Industry Agreement 2011, Education Facility Attendant, Level 1.

Permanent full-time 80 hours per fortnight.

Location:—Kingston High 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 Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Ann Kingston, Department of Education, phone (03) 6283 1222, email ann.kingston@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 under 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)

Schools Support (South)

Principal Network Leader (964892).

Applications Close:—Friday, 22 February 2013.

Salary:—\$129,390 p.a.

Teaching Service (TPS) Award, Principal, Band 3, Level 8.

Fixed-term full-time 73.5 hours per fortnight, from as soon as possible for a two year period.

Location:—Learning Services.

Description of the Role:—Network Leaders will focus on improving the performance of all schools in the network through building collective capacity of Principals to lead and manage schools, to improve the quality of the educational offering and the performance of all students. Responsible for development and implementation of consistent state-wide educational policy, processes and reform.

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

The Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

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

A current drivers licence.

Enquiries to Liz Banks, Department of Education, phone (03) 6233 7985, email liz.banks@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

Ambulance Tasmania

Clinical Services

Director, Clinical Services (Ambulance Tasmania) (519476).

Applications Close:—Friday, 22 February 2013.

Salary:—\$126,754 p.a.

Tasmanian Ambulance Service Award, Ambulance Manager, Level 4 (Base).

Fixed-term full-time daywork, commencing 25 March 2013 for a period of 12 months.

Location:—Hobart.

Duties:—Manage the development and implementation of the Service's clinical governance policy and program to promote an environment of continual improvement in services, patient care and compliance with Departmental strategies, government reforms and directions. Oversee the reporting, investigation and management of incidents to ensure they comply with the clinical governance framework and to enable the development of preventative strategies. Manage the development and operation of the Electronic Incident and Monitoring System (EIMS) to ensure accurate and timely data is collected and maintained and reports support management decision making. Provide advice, information and recommendations to the CEO and the Executive Management Team (EMT) on clinical governance, patient safety, education and strategic change to enable and support effective decision making.

Desirable Requirements:—Management qualifications or substantial managerial experience at senior manager or executive level. Extensive operational experience as a practising clinician. Significant experience in ambulance operations.

Essential Requirements:—Holds a Bachelor of Paramedic Science or other qualification approved by the Service and relevant work experience with an additional qualification in management or equivalent.

Current drivers licence.

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

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Dr Megan Alessandrini
M.Alessandrini@utas.edu.au

Dr Hannah Murhpy
Hannah.Murphy@utas.edu.au

Enrolments for semester 1 are now open. Apply online or for further information call 1300 363 864, email course.info@utas.edu.au or visit www.postgraduate.utas.edu.au

Enquiries to Dominic Morgan, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 8554, email dominic.morgan@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Disability and Community Services

Administrative Assistant (510884).

Applications Close:—Friday, 22 February 2013.

Salary:—\$47,265 – \$51,332 p.a.

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

Fixed-term full-time day work (part-time hours may be considered by negotiation) commencing as soon as possible for a period of 6 months.

Location:—D,H and CS, Disability and Community Services, North.

Duties:—Provide high level complex clerical and administrative support to staff of Disability Services and other members in the office contributing to the efficient operation of the Unit.

Selection criteria include:—Ability to work effectively by planning, organising and setting priorities either individually or as a member of a team in an environment with fluctuating work loads, pressure and change.

Demonstrated ability to communicate, negotiate and liaise with a wide range of people, ensuring a high level of confidentiality, whilst exercising initiative, flexibility and judgement.

Knowledge of the functions performed in the Human Services Group, particularly within Disability Services, together with a sound knowledge of the operations of this Agency and other related Agencies, or the ability to acquire such knowledge.

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

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

Enquiries to Fiona Woodfield, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4130, email fiona.woodfield@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 (517076).

Applications Close:—Friday, 22 February 2013.

Salary:—\$47,265 – \$51,332 p.a.

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

Fixed-term full-time day work (part-time hours may be considered by negotiation) commencing as soon as possible for a period of 12 months.

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

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

Enquiries to Kevin Facer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2846, email kevin.facer@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.

Better health and quality of life around Tasmania. Visit us at www.dhhs.tas.gov.au.

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Population Health

Population Health Operations

Population Health and Wellbeing

Aboriginal Health Program and Planning Officer (513975).

Applications Close:—Friday, 22 February 2013.

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

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

Fixed-term part-time daywork, working 45.6 hours per fortnight, commencing as soon as possible to 27 June 2014.

Location:—Hobart.

Duties:—Co-ordinate the provision, promotion and facilitation of the Aboriginal Cultural Competency Training sessions including ensuring the ongoing quality improvement and currency of the Aboriginal Cultural Competency programs and resources. Co-ordinate the ongoing evaluation, data collection and reporting for the Aboriginal Cultural Competency training including development and implementation of an evaluation framework and provision of regular reports. Contribute to the improvement of Indigenous data collections including participating in the ABS Indigenous Data Improvement project and other DHHS Indigenous data working groups as required.

Aboriginality. The Director, State Service Management Office has determined that this position is an Aboriginal identified position and that it will be filled in accordance with the Guidelines for Aboriginal Recruitment.

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

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Shared Services

Change Leader (519604).

Applications Close:—Friday, 22 February 2013.

Salary:—\$78,181 – \$90,026 pro rata, per annum.

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

Fixed-term full-time daywork, commencing as soon as possible to 30 June 2013.

Location:—Business Systems, Hobart.

This position contributes to moving Shared Services to a more effective and efficient service driven organisation. This position uses structured change management techniques and tools to refocus culture and business processes across a range of areas. This position is responsible for leading change across multiple units within Shared Services which is specifically focused within the region they are based. This role provides the

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opportunity to shape the business to support the implementation of state-wide service improvement with a focus on using HR and Finance systems technology.

Duties Include: Manage and lead change to define a service driven regionally based unit with a state-wide Shared Service framework. Defining business rules and processes that involve Pay/Personnel, Roster Units, HR Management teams, Finance teams and Central HR units in the implementation of more effective and efficient technology usage. Manage change and develop transitional processes from the current state into the newly defined service driven organisation using project management principles.

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

Enquiries to Jim Waugh, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5891, email jim.waugh@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

Payroll

Administrative Assistant (516555).

Applications Close:—Friday, 22 February 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 daywork, commencing as soon as possible to 30 June 2013.

Location:—Hobart.

The Administrative Assistant will: Provide administrative assistance and support to various Pay/Personnel teams; and provide support maintaining Human Resource information systems and databases, including computerised and manual records. Undertake General office duties including word processing, maintenance of records, filing, and co-ordination of information schedules, mail service and visitor reception.

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

Enquiries to Tracey Mulcahy, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 4884, email tracey.mulcahy@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Statewide and Mental Health Services

Specialist Medical Practitioner (502788).

Applications Close:—Friday, 15 March 2013.

Salary:—To be negotiated.

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

Fixed-term full-time Commencing 1 July 2013 for 5 years.

Location:—North West.

Duties:—As part of a multidisciplinary mental health service delivering high quality mental health care and, in accordance with Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Psychiatrist:—Provides a comprehensive and integrated general adult inpatient and community psychiatric service in the northwest region of Tasmania. Acts as a consultant to mental health professionals and health service providers, including general practitioners and other agencies, with regard to the assessment and management of individuals with mental health disorders. Undertakes supervisory responsibilities with Psychiatric Registrars and other medical staff as required/appropriate.

Desirable Requirements:—Current drivers licence.

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

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

Enquiries to Dr Chris Wareing, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6434 4070, email chris.wareing@dhhs.tas.gov.au or Trizia Cangelosi, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7811, email trizia.cangelosi@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Strategic Control, Workforce and Regulation

Strategic Financial Control

Strategic Taxation Analyst (519712).

Applications Close:—Friday, 22 February 2013.

Salary:—\$102,068 – \$109,918 p.a.

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

Permanent full-time daywork.

Location:—Hobart.

The Strategic Taxation Analyst has overall operational responsibility for ensuring the Department's compliance with Commonwealth and State taxation requirements and is the central point of contact for all areas of the Department of Health and Human Services (DHHS) regarding taxation matters and the management of complex taxation and superannuation projects.

Duties:—The Strategic Taxation Analyst is responsible for: Providing high level strategic advice, support and comment in relation to taxation matters impacting on the Department, including issues having an impact on the taxation obligations of the Agency/Government and taxation policy; Providing leadership and high level technical advice, training and assistance to senior management and operational staff throughout the Department on taxation procedures and issues, and act as the main conduit for dissemination of taxation information within the Department; Managing significant and sensitive taxation projects and/or issues on behalf of the Department, and representing the Department on external and inter-state taxation related working parties; and initiating, developing, implementing and maintaining policies, processes, procedures and controls in accordance with the Department's Taxation Management Framework to ensure timely lodgment of taxation returns and to minimize the risks of non-compliance with taxation legislation.

Essential Requirements:— A degree in taxation or other relevant tertiary qualification, or equivalent experience.

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

Enquiries to Eleanor Patterson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5893, email eleanor.patterson@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital***Administrative Assistant (504765).**

Applications Close:—Friday, 22 February 2013.

Salary:—\$47,265 – \$51,332 p.a.

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

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

Location:—Launceston General Hospital, Charles Street, Launceston.

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

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

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital***Environmental Cleaner (521048).**

Applications Close:—Friday, 22 February 2013.

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

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

Permanent part-time shift work, working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital.

Duties:—Under the general supervision of the Clinical Nurse Consultant (CNC) Infection Control, provide a defined, high standard infection control cleaning service across the Launceston General Hospital.

The Director, State Service Management Office has determined that the person nominated for this position is

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

Enquiries to Wilhelmine Digney, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7669, email wilhelmine.digney@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Staff Specialist (Radiation Oncology) (521204).

Applications Close:—Friday, 22 February 2013.

Salary:—\$132,011 – \$184,815 p.a.

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

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

Location:—W.P. Holman Clinic.

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

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

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

Enquiries to Dr Stan Gauden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7142, email stan.gauden@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

Technical Officer (503694).

Applications Close:—Friday, 22 February 2013.

Salary:—\$37,165 – \$45,710 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 1.

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

Location:—Pathology Department.

Duties:—To perform technical work associated with the provision of an effective Pathology Service, in one or more Sections of the Laboratory, under close technical direction and close supervision.

Essential Requirements:—Evidence of the following must be provided prior to appointment to the position:—An Associate Diploma from a recognised tertiary institution, or an equivalent qualification, appropriate to the nature of the work OR relevant training and/or experience determined in accordance with the provisions of Section 37 of the State Service Act 2000.

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

Enquiries to Peter Dadson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7668, email peter.dadson@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

Health Care Assistant (504450).

Applications Close:—Friday, 22 February 2013.

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

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

Fixed-term part-time shift work (fully rotational) working 56 hours per fortnight, from 3 March 2013 to 1 June 2013. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Flinders Island Multi-Purpose Centre.

Duties:—To provide high standard of care to residents and assist nursing staff in the day to day operation of the Flinders Island Multi Purpose Centre.

Desirable Requirements:—Current drivers licence.

The Director, State Service Management Office has

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

Enquiries to Angela Smith, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6359 2122, email angela.g.smith@dhhs.tas.gov.au.

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

Home Care Worker (518161).

Applications Close:—Friday, 22 February 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 casual day work, as and when required, commencing as soon as possible to 26 January 2015.

Location:—Campbell Town Health and Community Service.

Duties:—Within a primary health care framework the provision of a range of basic home care support services for frail aged people, and people with disabilities and their carers.

Desirable Requirements:—Current drivers licence.

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

Enquiries to Jan Harvey, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6381 3300, email jan.harvey@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Mersey Community Hospital

Registered Nurse (Multiple Positions Available).

Applications Close:—Friday, 22 February 2013.

Salary:—\$56,163 – \$76,859 p.a.

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

Vacancy No. 514514.

Permanent full-time Multiple positions available.

Location:—Mersey Community Hospital.

Please note that access to the Grade 4 salary range \$70,558 – \$74,620 is subject to successful application for progression to Grade 4.

Duties:—Tasmanian Health Organisation-North West is seeking to recruit a Grade 3 registered nurse who is passionate, motivated and enjoys working collaboratively with a team of health professionals in what can be a demanding and fast paced environment.

As a Registered Nurse, you will ensure the provision of quality nursing care to patients within the Emergency Department of the Mersey Community Hospital, Latrobe. You will be passionate about providing the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Your work environment will be a brand new state-of-the-art 20 bed Department of Emergency Medicine that includes a short stay ward, dedicated paediatric area, six acute beds and two well-equipped resuscitation bays. Additionally, a "Fast Track" system ensures that eligible patients are managed promptly assisting with the overall patient flow through the department.

Your excellent communication and interpersonal skills will ensure that patients, their families and other health clinicians, are kept informed and respond appropriately for the benefit of the patient.

We support the requirement for your education and up skilling as we value the additional benefits that this will bring to the team. We pride ourselves on being family friendly and encourage life/work balance.

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

To discuss your application and learn more about what this career opportunity, please contact Lynn Sims, Nurse Unit Manager, Department of Emergency Medicine on (03) 6426 5303 or email lynn.sims@dhhs.tas.gov.au.

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

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

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

Enquiries to Lynn Sims, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6426 5303, email lynn.sims@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

North West Regional Hospital

After Hours Nurse Manager (502129).

Applications Close:—Friday, 22 February 2013.

Salary:—\$91,458 – \$95,726 p.a.

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

Fixed-term part-time shift worker, working 56 hours per fortnight.

Location:—North West Regional Hospital.

Duties:—The Tasmanian Health Organisation, North West has an exciting opportunity for a dynamic individual to join the team at North West Regional Hospital (NWRH) in the role of After Hours Nurse Unit Manager on a fixed term basis.

Primarily you will be responsible for the complete after hour's management of the NWRH. Responsibilities include, patient transfers, bed allocation, physical and human resource management and maintenance of risk and emergency management strategies.

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

Leadership is a key component of this role and you will be expected to demonstrate the capability to provide a clear sense of direction, whilst inspiring a positive attitude. Working as part of a dynamic multidisciplinary team you will be able to establish productive networks with individuals at all levels and disciplines. High level communication and interpersonal skills are required to co-ordinate and evaluate situations to make sound rational decisions in a demanding environment. You will have a strong business focus whilst ensuring best care outcomes for patients with available resources.

If this sounds like your next career opportunity, please contact Hayley Elmer on (03) 6430 6503 for a confidential discussion or email hayley.elmer@dhhs.tas.gov.au today.

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

Desirable Requirements:—Relevant post graduate qualifications.

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

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

North West Regional Hospital

Registered Nurse (3 Vacancies).

Applications Close:—Friday, 1 March 2013.

Salary:—\$56,163 – \$76,859 p.a.

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

Vacancy No. 514561.

Fixed-term part-time shift worker, working 64 hours per fortnight.

Location:—North West Regional Hospital.

Vacancy No. 502209.

Fixed-term part-time shift worker, working 48 hours per fortnight.

Location:—North West Regional Hospital.

Vacancy No. 502147.

Fixed-term part-time shift worker, working 48 hours per fortnight.

Location:—North West Regional 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:—Tasmanian Health Organisation-North West (THO-NW) is seeking to recruit a registered nurse who is passionate, motivated and enjoys working collaboratively with a team of health professionals in what can be a demanding and fast paced environment.

As a Registered Nurse, you will ensure the provision of quality nursing care to patients within the Intensive Care Unit of North West Regional Hospital. You will be passionate about providing the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Your excellent communication and interpersonal skills will ensure that patients, their families and other health clinicians, are kept informed and respond appropriately for the benefit of the patient.

We support the requirement for your education and up skilling as we value the additional benefits that this will bring to the team. We pride ourselves on being family friendly and encourage flexibility and a life/work balance.

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

To discuss your application and learn more about this career opportunity, please contact Craig Sloan on (03) 6430 6668 or email craig.sloan@dhhs.tas.gov.au.

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

Desirable Requirements:—Minimum 2 years experience working in Intensive Care.

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

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

Enquiries to Craig Sloan, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6668, email craig.sloan@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

North West Regional Hospital

Registered Nurse, Surgical Assessment Liaison Nurse (518689).

Applications Close:—Friday, 22 February 2013.

Salary:—\$56,163 – \$76,859 p.a.

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

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

Location:—North West Regional 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:—Tasmanian Health Organisation-North West (THO-NW) is seeking to recruit a registered nurse who is passionate, motivated and enjoys working collaboratively with a team of health professionals in what can be a demanding and fast paced environment to take up the role of Surgical Assessment Liaison Nurse.

In this role you will co-ordinate the clinical and patient management functions within Perioperative Services, with an overall aim in managing and co-ordinating patients on the elective surgery waiting list. These functions include co-ordination of booking elective lists from the pool of prepared, pre-admitted, ready for care patients to achieve effective utilisation of operating time.

You will have excellent communication and interpersonal skills as this role is the primary contact person for the planning and management of Elective Surgery waiting lists from point of referral through to theatre for both patients and clinicians. You will also utilise these skills throughout the booking process with a range of stake holders including, both internal and external providers, inclusive of patients, medical and nursing staff from the Perioperative Centres, relevant Operating Theatres/Day Procedure Unit, Nurse Unit Managers and Bed Management Co-ordinators.

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

To discuss your application and learn more about this career opportunity, 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.

Registered with the Nursing and Midwifery Board of Australia.

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

Enquiries to Katrina Willis, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0418 638 301, email katrina.willis@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health Services North West

North West Community Equipment Scheme Assistant (511458).

Applications Close:—Wednesday, 27 February 2013.

Salary:—\$44,602 – \$46,672 p.a.

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

Permanent part-time day worker, working 53.2 hours per fortnight.

Location:—Aides and Appliances.

Duties:—Tasmanian Health Organisation-North West (THO-North West) is seeking to appoint a North West Community Equipment Scheme Assistant to assist the provision of equipment to clients of NWCES.

The NWCES provides equipment to assist people with a temporary or permanent disability to live independently and safely in the community. In this role your main duties will be to provide assistance to the Co-ordinator of the NWCES in the day to day management, maintenance and cleaning of equipment to facilitate its timely delivery to eligible clients.

You will be required to maintain effective stock management processes, cleaning, maintaining and carrying out minor repairs to equipment, and basic clerical and administrative duties including the provision of information on service provided by NWCES as well as receipt of equipment and consumables.

The successful applicant will be able to operate over a broad range of conditions and varying task based pressures on a day to day basis. The role reports to and receives general direction from the Co-ordinator of the NWCES.

To discuss your application and learn more about this career opportunity, please contact Brad Birleson on (03) 6430 6600 or email brad.birleson@dhhs.tas.gov.au.

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

Desirable Requirements:—Current drivers licence.

Demonstrated understanding of the needs of the frail aged and people living with a disability.

Essential Requirements:—Nil.

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

Enquiries to Brad Birleson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6600, email brad.birleson@dhhs.tas.gov.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health Services North West

Registered Nurse (Community) (514069).

Applications Close:—Friday, 22 February 2013.

Salary:—\$63,591 – \$76,859 p.a.

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

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

Location:—Rosebery Hospital and Community Health.

Please note that access to the Grade 4 salary range \$70,558 – \$74,620 is subject to successful application for progression to Grade 4.

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

The Tasmanian Health Organisation, North West is seeking to recruit a Registered Nurse (Community) to provide casual services in the Rosebery area.

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

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

To learn more about this role and discuss your application, please contact Yvonne Armstrong on (03) 6473 5700 or email yvonne.armstrong@dhhs.tas.gov.au.

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

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

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Deputy Manager Speech Pathology (516227).

Applications Close:—Friday, 22 February 2013.

Salary:—\$87,754 – \$97,057 p.a.

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

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

Location:—Speech Pathology.

The Tasmanian Health Organisation, South is seeking a Deputy Manager Speech Pathology. This position is advertised full-time permanent, however, the Manager Speech Pathology is open to a job share arrangement with two part-time applicants.

Duties:—The Deputy Manager Speech Pathology will assist the Manager, Speech Pathology Services, with co-ordination and management of the speech pathology service, including supervision of staff and students. Other duties include ensuring an efficient and effective functioning of a group of speech pathologists working in multidisciplinary teams, providing leadership and direction and with a high standard of service provision.

The Deputy manager also provides clinical leadership and professional support, and ensures best practice standards for speech pathology services are provided, in accordance with organisational policies and the professional code of conduct.

Desirable Requirements:—Relevant post-graduate qualifications in staff supervision/management.

Current Australian drivers licence.

Essential Requirements:—Degree or diploma in Applied Science, Speech Pathology or equivalent and eligibility for membership of Speech Pathology Australia (SPA).

The Director, State Service Management Office has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check in the following areas—crimes

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

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

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

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

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Senior Physiotherapist, Casual Relief (519611).

Applications Close:—Friday, 1 March 2013.

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

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

Fixed-term casual day worker, working as and when required.

Location:—Community Physiotherapy South.

Do you have extensive general physiotherapy experience and enjoy working in a friendly, professional team environment?

The Community Physiotherapy Service requires a new team member who is adaptable and flexible, committed to client centred care and who enjoys working in urban and rural communities. The Senior Physiotherapist will deliver effective and efficient community physiotherapy services for clients and their carers working within a primary healthcare framework within southern Tasmania.

Desirable Requirements:—Current drivers licence is highly desirable.

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

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

Enquiries to Jennie Delaney, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7217, email jennie.delaney@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Senior Physiotherapist, Community (2 Vacancies).

Applications Close:—Friday, 22 February 2013.

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

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

Vacancy No. 505475.

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

Location:—Community Physiotherapy South.

Vacancy No. 519611.

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

Location:—Community Physiotherapy South.

Do you have extensive general physiotherapy experience and enjoy working in a friendly, professional team environment?

The Community Physiotherapy Service requires new team members who are adaptable and flexible, committed to client centred care and who enjoy working in urban and rural communities. Our senior physiotherapists deliver effective and efficient community physiotherapy services for clients and their carers working within a primary healthcare framework within southern Tasmania.

Desirable Requirements:—Current drivers licence is highly desirable.

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

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

Enquiries to Jennie Delaney, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7217, email jennie.delaney@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Senior Physiotherapist Women's Health (517196).

Applications Close:—Friday, 22 February 2013.

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

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

Permanent part-time day work, working 38 hours per fortnight, commencing as soon as possible.

Location:—Physiotherapy, Royal Hobart Hospital.

Duties:—The Senior Physiotherapist – Women's Health will provide and maintain optimal physiotherapy care to patients and their families referred to the Women's Health Team and other relevant Teams, as required, of the Physiotherapy Service, Royal Hobart Hospital (RHH) within Tasmanian Health Organisation, South framework and in accordance with Agency policy and procedures.

The Senior Physiotherapist, Women's Health also provides senior support for the Physiotherapy Women's and Children's Team including, supervision of junior staff and overseeing services provided to maternity patients and in-patients undergoing gynaecological surgery.

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

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

Enquiries to Paul Shinkfield, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8326, email paul.shinkfield@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Oral Health Services (Statewide)

Oral Health South

Dental Assistant (2 Vacancies).

Applications Close:—Friday, 22 February 2013.

Salary:—\$48,183 – \$51,330 p.a.

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

Vacancy No. 521247.

Fixed-term full-time day work, commencing as soon as possible until 30 June 2015.

Location:—2 Archer Street, New Town.

Vacancy No. 521248.

Fixed-term full-time day work, commencing as soon as possible until 30 June 2015.

Location:—2 Archer Street, New Town.

Please Note: Part-time hours will be considered.

Duties:—The role of the Dental Assistant is to assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices.

Desirable Requirements:—Current drivers licence.

Satisfactory completion of Certificate 3 in Dental Assisting. Current First Aid certificate, Level I.

Enquiries to Renee Moody, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6214 5485, email renee.moody@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

Surgical Services

CSSD Technician (509500).

Applications Close:—Friday, 22 February 2013.

Salary:—\$48,183 – \$51,330 p.a.

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

Permanent full-time shift work (fully rotational).

Location:—Central Sterile Supply Department, Royal Hobart Hospital.

Duties:—As a member of the health care team the CSSD Technician, decontaminates, packages, and sterilises theatre and ward equipment and sterile supplies appropriate to the specialist and general areas and maintains clean and hygienic surroundings to facilitate the control of infection in the Central Sterilising Department.

Enquiries to Carol Barber, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8918, email carol.barber@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

Surgical Services

Registered Nurse, 2 Vacancies (509242).

Applications Close:—Friday, 22 February 2013.

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

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

Permanent part-time shift worker (fully rotational), working 64 hours per fortnight.

Location:—2B Surgical, General Surgery Women's Surgical Unit, Royal Hobart Hospital.

Duties:—Tasmanian Health Organisation, South is seeking to recruit two Registered Nurses who are motivated and enjoy working collaboratively with a team of health professionals in

what can be a demanding environment. As a Registered Nurse you will ensure the provision of quality nursing care to patients within the the General Surgery Ward within the Royal Hobart Hospital. Your excellent communication and interpersonal skills will ensure that patients, their families and other health clinicians are kept informed and respond appropriately for the benefit of the patient.

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

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

Enquiries to Jennifer Mayne, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8481, mobile 0439 066 454, email jennifer.h.mayne@dhhs.tas.gov.au.

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

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

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INFRASTRUCTURE, ENERGY AND RESOURCES

CORPORATE SERVICES DIVISION

Corporate Affairs

Communications Officer (370498).

Applications Close:—Friday, 22 February 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Co-ordinate and produce the Agency's internal communication mediums including liaison with Divisions and individuals across the Agency to source, update and manage content.

Provide support for the Web Systems Administrator and Website Co-ordinator, including the publishing and updating of information on the Agency's internet and intranet sites through the use of the Agency's Content Management System (CMS).

Plan, co-ordinate and support both local and state-wide marketing and public relations events at a whole of agency level, and particularly in relation to roads and traffic projects and road safety initiatives.

Provide advice and guidance to the Divisions of the Agency across the range of Corporate Affairs services and responsibilities, including Whole of Government communication policy requirements and the production of external documents.

Deliver communication and marketing services for the Agency using a range of applications including the production of pamphlets, posters, newsletters and other print media tasks.

Co-ordinate, collate and provide information on the Divisional Budget including budget allocation, monitoring of expenditure and the research and verification of Budget Centre reports.

Conduct research and analysis for, and provide advice and assistance to, the development of internal and external communication projects.

Desirable Requirements:—Relevant experience in a marketing or communications position.

Enquiries to Lisa Reid, Senior Communications Consultant, Department of Infrastructure, Energy and Resources, 10 Murray St Hobart, phone (03) 6233 7772, email lisa.reid@dier.tas.gov.au.

Applications to HR Operations, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart Tas 7001, phone (03) 6233 6396, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

INFRASTRUCTURE STRATEGY DIVISION

Senior Policy Analyst (371671).

Applications Close:—Friday, 22 February 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Provide high level research and analysis of complex transport and general infrastructure issues and provide solutions, proposals and recommendations, both individually and as part of a project team.

Develop high level strategies and advice according to the Government's strategic directions and priorities and effectively implement planning decisions in collaboration with other relevant agency areas, other Government agencies and external stakeholders as required.

Liaise and negotiate with authorities, stakeholders, other divisions within the agency, and other agencies, to ensure that the agency's broad interests in inter and intra government policy development processes are appropriately represented to achieve mutually beneficial outcomes.

Monitor and advise on developments relating to specific transport and infrastructure policy matters.

Develop, implement and manage assigned projects using Government accepted project management methodologies to achieve agreed project outcomes.

Prepare high level correspondence, reports, Cabinet Minutes and briefing material as required on key issues affecting the agency.

Applications to HR Operations, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart Tas 7001, phone (03) 6233 6396, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

INTEGRITY COMMISSION

Administrative Assistant (356206).

Applications Close:—Friday, 22 February 2013.

Salary:—\$53,926 – \$58,697 p.a.

Tasmanian State Service Award, General Stream, Band 3.

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

Location:—Hobart.

Duties:—Provide reception duties including answering incoming telephone calls; screening, greeting and directing

visitors; dealing with routine enquiries and referring them to the relevant officer or external body, with an emphasis on customer service and confidentiality. Provide administrative support to the Chief Executive Officer and Chief Commissioner including diary management, telephone screening, travel and meeting co-ordination, preparation and circulation of agendas and minutes and word processing.

The Director, State Service Management Office has determined that the person nominated for this position must satisfy a pre-employment check in the following areas: 1) Criminal Activity: 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 and crimes involving conspiracy. 2) Disciplinary/managerial action in previous employment. 3) Identification check. 4) Satisfy a stringent security vetting process in accordance with national standards.

Enquiries to Rachael Daniels, Corporate Services Manager, Integrity Commission, phone (03) 6216 4408, email rachael.daniels@integrity.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Integrity Commission, 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 Rachael Daniels on (03) 6216 4408. The Commission 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

North West Region

District Officer (Various) (521462).

Applications Close:—Monday, 25 February 2013.

Salary:—\$101,076 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, District Officer.

Permanent full-time non-rostered shift worker.

Location:—North West Region.

Duties:—As a part of the Regional Management Team, contribute to the achievement of regional objectives through the management of career and volunteer members, and the physical resources within the Region as well as the performance of regional duties allocated by the Regional Chief.

Essential Requirements:—Tasmanian Fire Fighting Industry Employees Award qualifications (or equivalent) for appointment to the rank of District Officer.

Desirable Requirements:—Post secondary/tertiary qualifications in management or a similar field.

A broad range of fire service experience particularly in the areas of district management, training, fire safety, and community education.

Current drivers licence.

To be considered for an interview an applicant must address

each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Paul Salter on (03) 6434 6720 or from www.jobs.tas.gov.au.

Enquiries to Paul Salter on (03) 6434 6720.

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

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Human Resources Management Branch

Senior HR Consultant (001005).

Applications Close:—Friday, 22 February 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to effective delivery of human resource outcomes through effective and efficient delivery of services that support Divisions in managing staff. Provide specialist authoritative and consultative advice to senior management on broad range of human resource matters.

Enquiries to Katrina Sage, Human Resource Manager, Corporate Services, Department of Premier and Cabinet, phone (03) 6232 7482, email Katrina.Sage@dpac.tas.gov.au.

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

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

CORPORATE SERVICES

Information Services

Senior Software Developer (706912).

Applications Close:—Friday, 22 February 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, ICT Level 2.

Fixed-term full-time (36.75 hours per week) from as soon as possible until 30 November 2013, or until the return of the substantive occupant of 706641, whichever is sooner.

Location:—Hobart.

Applicants should note that while this vacancy has been advertised as full-time, DPIPWE may be prepared to negotiate a part-time arrangement with the successful applicant.

Pro rata salary is based on the above full-time rates.

Duties:—To perform a range of complex technical duties and project management tasks that directly contribute to improved organisational performance and capability through the delivery of efficient business systems and processes that support operational excellence and achievement of business outcomes.

Desirable Requirements:—An appropriate qualification at a tertiary level.

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 Anita Yan, phone (03) 6212 5142, email anita.yan@dpipwe.tas.gov.au.

Applications to The Manager, Human Resources Management, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Budget Management Branch

Budget System Accountant (724283).

Applications Close:—Monday, 25 February 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—To assist in managing Treasury's Budget Management System (BMS), ensure the integrity of data within the BMS, analyse BMS data, support other staff in the use of the BMS and provide advice to Government and Treasury management on the development and monitoring of the State Budget.

In the context of the selection criteria, to be successful in the position applicants will have:—good financial analysis and accounting skills including knowledge of contemporary financial management and the capacity to apply accounting principles; well developed system management/administration skills; an ability to understand complex issues and identify possible solutions and good verbal and written communications skills.

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

Enquiries to David Bailey, Acting Director, Budget Management Branch, Department of Treasury and Finance, phone (03) 6233 3484, email david.bailey@treasury.tas.gov.au.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Liquor and Gaming Branch

Administrative Officer (721231).

Applications Close:—Friday, 22 February 2013.

Salary:—\$47,823 – \$51,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time as soon as possible to 24 December 2013.

Location:—Hobart.

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

In the context of the selection criteria, to be successful in the position applicants will:—perform a range of clerical functions associated with the administration and regulation of liquor and gaming; assist with the process of applications for licences and permits under the Gaming Control Act 1993 and the Liquor Licensing Act 1990 and advise the public on liquor and gaming matters, including licensing matters.

The Director, State Service Management Office, has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—Conviction check for: crimes of violence, sex related offences, serious drug and alcohol related offences, crimes involving dishonesty, serious traffic offences and Identification check for: finger prints, palm prints, photograph and credit check.

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

Enquiries to Robert Luttrell, Team Leader, Liquor and Gaming Branch, Department of Treasury and Finance, phone (03) 6233 3109, email robert.luttrell@treasury.tas.gov.au.

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

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

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Physiotherapist	G. McLachlan	6 months	04.02.13
Health & Human Services & Tasmanian Health Organisations	Physiotherapist	E. Dwyer	6 months	11.02.13
Health & Human Services & Tasmanian Health Organisations	Pharmacist	L. Shirley	6 months	04.02.13
Health & Human Services & Tasmanian Health Organisations	Podiatrist	C. MacKenzie	6 months	04.02.13
Health & Human Services & Tasmanian Health Organisations	Physiotherapist	T. Shepherd	6 months	11.02.13
Health & Human Services & Tasmanian Health Organisations	Physiotherapist	L. Cao	6 months	18.02.13
Justice	Administration Officer	E. Walker	6 months	07.02.13
Primary Industries, Parks, Water & Environment	Microbiologist	V. Dunn	6 months	25.02.13

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Assistant Eradication Team Leader (Dog Handlers)	K. Andrew	29.1.2013 - 31.1.2014	29.01.13

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	S. Rooks	Natural Values Assessment Officer	12.02.13

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Executive Assistant	J. Batchelor	12.02.13
Health & Human Services & Tasmanian Health Organisations	Prehab Project Physiotherapist	M. Spiers	05.02.13
Health & Human Services & Tasmanian Health Organisations	Telehealth Coordinator	I. Lee	01.02.13
Health & Human Services & Tasmanian Health Organisations	Specialist Therapist - Hands, Burns	J. Tuppen	03.02.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Schokman	31.01.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Joseph	28.01.13
Health & Human Services & Tasmanian Health Organisations	Dental Assistant	K. Masson	09.01.13
Health & Human Services & Tasmanian Health Organisations	Manager, Northern Integrated Care Service	R. Beardsley	08.02.13
Health & Human Services & Tasmanian Health Organisations	State Manager Organ & Tissue Donation Agency	M. Yates	06.01.13
Health & Human Services & Tasmanian Health Organisations	Senior Clinical Psychologist	D. Minehan	05.02.13
Justice	Investigation Officer	V. Hannon	01.02.13
Police & Emergency Management	Cleaner	W. Lythgoe	15.01.13



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