



# 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](http://www.jobs.tas.gov.au)

All permanent and some Officer and fixed-term vacancies are advertised in these Notices and may also appear in State and National newspapers. These Notices may also contain internal vacancies only available to permanent Tasmanian State Service employees.

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, 5th Floor, 144 Macquarie Street, Hobart and in the reference section of major branches of the State Library.

Tasmanian Government Gazettes are available for sale from Mercury Walch Pty Ltd, 5 Bowen Road, Moonah, Tasmania 7009.

### Further Information

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

### Submission of Applications

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

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

### Fixed-Term Appointment

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

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

### Fixed-Term Employment Registers

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

## Tasmanian Government Gazette

### Email text copy to

**govt.gazette@mercurywalch.com.au**

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

### State Service Notices

#### Vacancy, Direct Selection and Staff Movement Notices

The only way to place a State Service vacancy, direct selection and staff movement notices is through the **www.jobs.tas.gov.au** system. If you wish to place a vacancy, direct selection and/or staff movement notice and do not have a *www.jobs.tas.gov.au* system log on, please contact your Human Resource Manager or the State Service Management Office on telephone (03) 6232 7462 or email: *jobs@dpac.tas.gov.au*

#### Order Information

When using this facility please ensure your order and a copy of the material or vacancy reference are faxed to Mercury Walch Pty Ltd on (03) 6232 2138

#### Deadlines

*Government Gazette* :—

Copy must be received by Mercury Walch Pty Ltd by **last mail or 4pm Friday** prior to publication.

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

**Deadlines will be strictly adhered to**

**Subscription or account enquiries phone  
(03) 6232 2137.**

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

#### EDUCATION

##### LEARNING SERVICES

*Learning Services (North)*

Beaconsfield Primary School

#### **Advanced Skills Teacher - Beaconsfield Primary School (205059).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$94,869 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—Beaconsfield Primary School.

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

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; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

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

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

Enquiries to Karen Hay, Principal, Department of Education, phone (03) 6383 1215, email *karen.hay@education.tas.gov.au*.

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

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or 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)*

Northern Support School

#### **Assistant Principal - Northern Support School (968987).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$106,175 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—Northern Support School - Ravenswood.

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

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; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

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

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

Enquiries to Craig Woodfall, Principal, Department of Education, phone (03) 6339 1453, email [craig.woodfall@education.tas.gov.au](mailto:craig.woodfall@education.tas.gov.au).

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

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (North-West)*

#### Burnie High School

#### ***Education Facility Attendant - Burnie High School (300100).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$39,063 – \$44,039 pro rata, per annum.

Facility Attendants (Tasmanian State Service) Award, Education Facility Attendant, Level 1-3.

Permanent full-time 80 hours per fortnight.

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

Enquiries to Chris Philip, Department of Education, phone (03) 6431 2744, email [chris.philip@education.tas.gov.au](mailto:chris.philip@education.tas.gov.au).

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (North-West)*

#### Hellyer College

#### ***Advanced Skills Teacher - Hellyer College (966345).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$94,869 p.a.

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

Permanent full-time.

Location:—Hellyer College.

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

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

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

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

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

Enquiries to Mike Shaw, Department of Education, phone (03) 6435 5200, email [michael.shaw@education.tas.gov.au](mailto:michael.shaw@education.tas.gov.au).

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

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (North-West)*

#### King Island District High School

#### ***Teacher (Maths/Science) - King Island District High School (200241).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$54,732 – \$88,242 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent full-time from 2 February 2015.

Location:—King Island District High School.

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

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; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

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

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

Enquiries to Ben Murfet, Department of Education, phone (03) 6462 1366, email ben.murfet@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or 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 High School

#### ***Teacher (Humanities) - Smithton High School (200470).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$54,732 – \$88,242 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time from 2 February 2015.

Location:—Smithton High School.

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

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; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

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

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

Enquiries to Keith Billing, Department of Education, phone (03) 6452 9222, email keith.billing@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or 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 High School

#### ***Teacher (Maths/Science) - Smithton High School (200464).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$54,732 – \$88,242 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time from 2 February 2015.

Location:—Smithton High School.

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

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; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

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

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

Enquiries to Keith Billing, Department of Education, phone (03) 6452 9222, email keith.billing@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or 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)*

Ulverstone Primary School

#### ***Education Facility Attendant - Ulverstone Primary School (968980).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$39,063 – \$44,039 pro rata, per annum.

Facility Attendants (Tasmanian State Service) Award, Education Facility Attendant, Level 1-3.

Permanent part-time 27 hours per fortnight.

Location:—Ulverstone Primary School.

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

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

Enquiries to Helen Jones, Department of Education, phone (03) 6425 1726, email [helen.m.jones@education.tas.gov.au](mailto:helen.m.jones@education.tas.gov.au).

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

Austins Ferry Primary School

#### ***Teacher Assistant - Austins Ferry Primary School (968952).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$48,823 – \$53,038 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 55 Hours Per Fortnight (40 weeks per year).

Location:—Austins Ferry Primary School.

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

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

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

Enquiries to Graham Hyde, Department of Education, phone (03) 6275 7222, email [graham.hyde@education.tas.gov.au](mailto:graham.hyde@education.tas.gov.au).

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, or email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

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

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

## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

### HEALTH AND HUMAN SERVICES

#### *Children and Youth Services*

#### ***Child Protection Worker (2 vacancies) (501555).***

Applications Close:—Friday, 31 October 2014.

Salary:—\$50,781 – \$81,475 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 1-2.

Fixed-term full-time and part-time day work - SEE NOTE BELOW.

Location:—Children and Youth Services - North West.

PLEASE NOTE:—Vacancy 1 - Fixed-term full-time day work commencing as soon as possible until 30 March 2015.

Vacancy 2 - Fixed-term part-time day work (60.8 hours) commencing as soon as possible until 30 June 2015.

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

Fixed-term casual (as and when required) positions may also be filled from this selection process.

\*\*\* Applicants are encouraged to read the further information available on child protection careers \*\*\*.

Working in Child Protection in Tasmania.

Choose a career in Child Protection.

Duties:—The Children, Young Persons and their Families Act 1997 provides the legal mandate for the department to take action to protect children and young people from abuse and neglect and promote their safety stability and development. Child Protection Workers have a specific statutory role in protecting children and young people from harm and promoting their rights and healthy development. In Tasmania, Child Protection Workers work within a legislative framework, the Child Protection Practice Framework and the Child Protection Professional Practice Standards.

Child Protection Workers are responsible for receiving, investigating and assessing notifications of children at risk of harm from abuse or neglect. They work with families and other professionals to resolve problems and keep children safe. In circumstances of severe risk, the Child Protection Worker may be involved in legal interventions in the Magistrates Court.

Child Protection Workers have sound self-management skills, self-awareness, and emotional maturity, with the ability to understand the personal impacts of child protection work and strategies for managing stress and building resilience. It is important that Child Protection Workers have the ability to conduct work with integrity and honesty; adhere to confidentiality requirements; and demonstrate a commitment to working with children, young people and their families.

Selection criteria includes:—Your sound skills in building relationships, casework, interpreting and analysing information, and communication will be highly valued. Demonstrated abilities and experience will include:

Identifying and initiating contact with key individuals and groups who are important in decision making processes and providing expertise or assistance, investing time to create and maintain professional relationships based on mutual respect, and contributing to a supportive and collaborative team environment.

Knowledge of, and/or experience in, assessment and casework intervention with individuals and families who have complex needs, and knowledge of theoretical perspectives that relate to child protection practice and application of this in a service delivery context.

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

Essential Requirements:—A Bachelor of Social Work or a Diploma of Community Welfare Work or other tertiary qualifications at Diploma or above level which include units of study in case management/casework practice and supervised practical work placements in relevant fields.

Current Driver's Licence.

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

Enquiries to Selina McGuire, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6477 7555, email [selina.mcguire@dhhs.tas.gov.au](mailto:selina.mcguire@dhhs.tas.gov.au).

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

### HEALTH AND HUMAN SERVICES

#### *Children and Youth Services*

#### **Team Leader (CYS) (517684).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$78,035 – \$89,509 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 3.

Permanent full-time day work - SEE NOTE BELOW.

Location:—Children and Youth Services - North West.

PLEASE NOTE:—Alternative part-time hours may possibly be available by negotiation.

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

Duties:—Co-ordinate the service delivery, including the management of financial, human and physical resources, of Child Protection staff employed to perform all functions of the statutory Child Protection program.

Selection criteria includes:—Significant post-graduate experience in a relevant field.

A demonstrated ability to provide supervision, leadership and direction to field staff.

A high level of knowledge and understanding of current statutory requirements and Departmental procedures, 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.

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

Current Driver's Licence.

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

Enquiries to Selina McGuire, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6477 7555, email [selina.mcguire@dhhs.tas.gov.au](mailto:selina.mcguire@dhhs.tas.gov.au).

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH

*Launceston General Hospital*

**Hospital Aide (519618).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$43,625 – \$44,601 pro rata, per annum.

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

Fixed-term part-time day worker, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 2 November 2014 until 8 August 2015.

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

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

Please refer to the Statement of Duties for the selection criteria relating to this vacancy. These criteria must be addressed in your application.

Essential Requirements:—Nil.

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

Enquiries to Andy Brown, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7867, email [andy.brown@dhhs.tas.gov.au](mailto:andy.brown@dhhs.tas.gov.au).

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH

*Launceston General Hospital*

**Paediatric Senior Registrar (515805).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$78,220 – \$110,682 pro rata, per annum.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner in Training Level 1 - Level 2 (Salary commensurate with qualifications and experience).

Fixed-term full-time day work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 19 January 2015 until 2 August 2015.

Location:—LGH Charles Street, Launceston.

Please note, applications submitted by agencies on behalf of individuals will not be accepted.

Duties:—To provide high quality day-to-day medical services in the Paediatric Department within Women's and Children's Services of the Launceston General Hospital.

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

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

Enquiries to Anne Brierley, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 63488977, email [anne.brierley@dhhs.tas.gov.au](mailto:anne.brierley@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH

*Launceston General Hospital*

**Registered Nurse - Student Midwife (3 Vacancies) (504598).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$57,286 – \$78,396 pro rata, per annum.

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

Fixed-term part-time shift work (fully rotational), 40 hours per fortnight. Commencing 25 January 2015 until 23 January 2016. Notwithstanding, hours per fortnight may be negotiated with the successful applicants.

Location:—Queen Victoria Maternity Unit, Launceston General Hospital.

Please note that access to the Grade 4 salary range of \$74,129 - \$78,396 is subject to successful application for progression to Grade 4.

Duties:—The Registered Nurse - Student Midwife strengthens health outcomes through the provision of quality, clinically-appropriate midwifery care, in partnership with women and their families/significant others and other health professionals, whilst undertaking the Graduate Diploma of Midwifery.

Note: Please refer to the Statement of Duties for the selection criteria relating to this vacancy. These criteria must be addressed in your application.

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

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

Enquiries to Janette Tonks, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8976, email janette.tonks@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

You are encouraged to apply online 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*

##### **Theatre Support Officer (521888).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$49,183 – \$52,359 p.a.

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

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

Location:—Operating Room Suite.

Duties:—Within the established guidelines and procedures, provide an efficient and effective support service to the Operating Room Suite (ORS).

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

Enquiries to Ross Mace, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 7626, email [rmace@dhhs.tas.gov.au](mailto:rmace@dhhs.tas.gov.au).

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

TASMANIAN HEALTH ORGANISATION - NORTH

*Primary Health Services North*

Community Nursing Service

##### **Registered Nurse - Community Nurse (Relief) (504279).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$57,286 – \$78,396 pro rata, per annum.

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

Fixed-term casual as and when required. To commence 23 November 2014 until 19 November 2016.

Location:—Community Nursing South Esk, Kelham Street, Launceston.

Please note that access to the Grade 4 salary range \$74,129 – \$78,396 is subject to successful application for progression to Grade 4.

Duties:—Consistent with ongoing experience, the Registered Nurse - Community Nurse strengthens health outcomes through the provision of safe, quality, clinically-appropriate nursing care in partnership with patients/clients, their families and other health professionals within the defined community practice area.

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

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

Enquiries to Jan Allford, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4453, email [jan.allford@dhhs.tas.gov.au](mailto:jan.allford@dhhs.tas.gov.au).

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

TASMANIAN HEALTH ORGANISATION - NORTH WEST

*Mental Health North West*

##### **Clinical Nurse Educator (522029).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$83,323 – \$89,075 pro rata, per annum.

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

Fixed-term part-time day worker, working 38 hours per fortnight until August 2016.

Location:—Working across the North West.

Who are we?

The Tasmanian Health Organisation - North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Psychiatric Nurse to work as a Clinical Nurse Educator and Undergraduate Student Support. The successful candidate will be someone who is passionate, motivated and enjoys working collaboratively with a team of health professionals to facilitate continuing education for Mental Health Services across the North West. This role is a regional role, responsible for the provision of direction and support for student nurses and their preceptors in the implementation, co-ordination, delivery and promotion of professional development and clinical nurse education.



As the successful candidate, you will have demonstrated extensive clinical experience, as well as the ability to apply knowledge of education and research strategies, quality improvement activities and the process of risk and change management, with a multidisciplinary team approach to patient care and staff learning needs. Advanced communication, interpersonal and motivation skills are key attributes to successfully fulfil this role.

Do you have?

RN and post-graduate psychiatric qualifications.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Appropriate knowledge, skills, ability and attitude to perform the duties of a Registered Nurse/ Psychiatric Nurse, within the ANMC competencies.

Ability to provide education to undergraduate students, Registered and Enrolled Nurses.

A current driving license.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

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

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

Enquiries to Adele Kear, A/Assistant DON - Education and Research, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6811, email [adele.kear@dhhs.tas.gov.au](mailto:adele.kear@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation - North West, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH WEST

*North West Regional Hospital*

### **Registered Nurse (517586).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$57,286 – \$78,396 pro rata, per annum.

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

Permanent part-time shift worker, working 32 hours per fortnight.

Location:—Medical Ward, North West Regional Hospital Burnie.

Who are we?

The Tasmanian Health Organisation - North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Person Centred Care, Respect, Integrity, Dedication, and Excellence.

This position is based on the Medical Ward of the North West Regional Hospital.

Who are we looking for?

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

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

Do you have?.

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Maxine Munting on (03) 6430 6568 or email [maxine.munting@dhhs.tas.gov.au](mailto:maxine.munting@dhhs.tas.gov.au).

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

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

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

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

Enquiries to Maxine Munting, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6430 6568, email [maxine.munting@dhhs.tas.gov.au](mailto:maxine.munting@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation - North West, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - SOUTH

**Medical Transcriptionist - two vacancies (508154).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$48,265 – \$52,359 pro rata, per annum.

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

Fixed-term part-time day work, working 60.8 hours (8 days)  
and 30.4 hours (4 days) per fortnight, commencing as soon as  
possible for 12 months.

Location:—Medical Records, Royal Hobart Hospital.

The Tasmanian Health Organisation - South is seeking  
two fixed term Medical Transcriptionists to work in Medical  
Records.

Duties:—In the role of Medical Transcriptionist you will  
work in accordance with hospital policies and procedures, the  
Medical Transcriptionist supports the delivery of an effective  
and efficient medical transcription service for outpatient  
clinics at the Royal Hobart Hospital (RHH) by preparing and  
transcribing prompt and accurate medical correspondence and  
other related documents.

Desirable Requirements:—Completion of a recognised  
Certificate in Medical Terminology.

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

Enquiries to Mark Upton, Department of Health and  
Human Services and Tasmanian Health Organisations, phone  
(03) 6222 8687, email mark.upton@dhhs.tas.gov.au.

You are encouraged to apply online 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.

If you are applying online you do not need to upload an  
Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - SOUTH

**Ward Clerk (509226).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$48,265 – \$52,359 pro rata, per annum.

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

Permanent part-time day work, working 38 hours per  
fortnight.

Location:—Ward Clerks, Royal Hobart Hospital.

Working 7.6 hours per day:

Week 1: Thursday and Friday

Week 2: Monday, Tuesday and Wednesday.

Please note: This selection process may be used to fill  
subsequent permanent, Fixed-term, full-time, part-time, casual,  
shift or day work vacancies arising in this section within the  
next six months.

The Tasmanian Health Organisation - South is seeking a  
permanent part-time Ward Clerk to work in the Royal Hobart  
Hospital.

Duties:—In the role of Ward Clerk you will provide clerical  
support throughout all areas of the service. This service will be  
provided with a high standard of customer focused reception  
skills and wide range of clerical functions in support of patient  
care in accordance with established policies and procedures  
relating to clinical, financial and administrative requirements  
for patient services.

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

Enquiries to Jenny Burgess, Department of Health and  
Human Services and Tasmanian Health Organisations, phone  
(03) 6222 8448, email jenny.burgess@dhhs.tas.gov.au.

You are encouraged to apply online 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.

If you are applying online you do not need to upload an  
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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - SOUTH

*Complex Chronic and Community Services*

**Administrative Support Officer (513086).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$48,265 – \$52,359 pro rata, per annum.

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

Fixed-term casual working on an as and when required basis  
for two years.

Location:—Midlands Multi Purpose Centre.

The Tasmanian Health Organisation - South is seeking  
applications for the vacancy of Administrative Support Officer  
to work at Midlands Multi-Purpose Centre.

Duties:—In the role of Administrative Support Officer you  
will provide efficient and effective administrative and clerical  
support to management and staff at the Midlands Multi-Purpose  
Centre.

Your duties as a casual may include customer focused  
reception, preparation of documents, booking service using  
a range of electronic software including iPatient Manager  
(iPM), filing, administrative support for scheduled meetings,  
maintaining patient records and collating statistical data for

reports. You will ensure filing systems both electronic and hard copy are well maintained and up-to-date.

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

Enquiries to Sandy Carmichael, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6254 5044, email [jordana.davis@dhhs.tas.gov.au](mailto:jordana.davis@dhhs.tas.gov.au).

You are encouraged to apply online 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 note if you are applying online you DO NOT need to upload an Application for Employment form.

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

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

TASMANIAN HEALTH ORGANISATION - SOUTH

*Complex Chronic and Community Services*

#### **Enrolled Nurse (505592).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$51,727 – \$57,286 pro rata, per annum.

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

Permanent part-time shift work (fully rotational) working 48 hours per fortnight.

Location:—J. W. Whittle Palliative Care Unit, Hobart.

Duties:—The Tasmanian Health Organisation - South is seeking an Enrolled Nurse to join our Palliative Care team. The Enrolled Nurse provides direct patient/client centered nursing care to assigned patients/clients, within the scope of practice of an enrolled nurse and under the direction and supervision of a registered nurse/midwife to achieve planned patient outcomes.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as an Enrolled Nurse (holds Board-approved qualification in Administration of Medicine).

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

Enquiries to Angela Kosmeyer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6220 2400, email [angela.kosmeyer@dhhs.tas.gov.au](mailto:angela.kosmeyer@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, Tasmanian Health Organisation - South, G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

TASMANIAN HEALTH ORGANISATION - SOUTH

*Complex Chronic and Community Services*

#### **Health Care Assistant - Multiple Vacancies (506009 and 506292).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$45,602 – \$47,672 pro rata, per annum.

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

Permanent part-time shift work (fully rotational), three vacancies each working 32 hours per fortnight.

Location:—Midlands Multi Purpose Centre.

Fixed term casual shift work appointments will work on an as and when required basis commencing as soon as possible for two years.

Please note: This selection process may be used to fill subsequent permanent, Fixed-term, full-time, part-time, casual, shift or day work vacancies arising in this section within the next six months.

The Tasmanian Health Organisation - South is seeking permanent part-time and casual Health Care Assistants to work at Midlands Multi-Purpose Centre.

Duties:—Under the supervision of the Registered Nurse, and in accordance with Agency policy, legal, regulatory and funded program requirements, the Health Care Assistant will:

Delivers high quality care and support to the aged care residents and patients at the Midlands Multi-Purpose Health Centre (MMPHC).

Assists residents and patients with a range of daily living activities.

Desirable Requirements:—Current Driver's Licence.

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

Enquiries to Jordana Davis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 54 5030, email [jordana.davis@dhhs.tas.gov.au](mailto:jordana.davis@dhhs.tas.gov.au).

You are encouraged to apply online 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 note if you are applying online you DO NOT need to upload an Application for Employment form.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - SOUTH

*Hotel Services and Logistics***Catering Clerk (2 Vacancies).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$48,265 – \$52,359 pro rata, per annum.

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

Vacancy No. 507946 and 507947.

Permanent part-time shift worker (set rotational), working  
45.6 hours per fortnight, commencing as soon as possible.

Location:—Royal Hobart Hospital, Liverpool Street.

Provide administrative and clerical support to the Food  
Services Department and assist in providing an effective patient  
meal service, collection of menus and patient diet sheets, and  
checking menus, ensuring they correspond to patient diet lists.Duties:—Collect and document information pertaining to  
patient requests including admissions, transfers, discharges  
etc. on a daily basis, and contact wards on a daily basis to tally  
information pertaining to patients meals, variations including  
nil orally, full meals, light meals, soft diets etc. to enable the  
correct type and numbers to be provided.Provide general clerical assistance, in particular check the  
following days menus to ensure patients names and ward  
numbers are correct, total the number of meals required for the  
following day, prepare associated summary sheet, photocopying  
and collation of documents, correct, compile, and file menus  
and data as necessary.Knowledge and ability to perform Food Services Officer  
duties if required.The Head of the State Service has determined that the person  
nominated for this position is to satisfy a pre-employment  
check before taking up the appointment, promotion or transfer.  
The following checks are to be conducted:—conviction check  
in the following areas: crimes of violence, sex related offences,  
serious drug offences, crimes involving dishonesty and serious  
traffic offences. Identification check and disciplinary action in  
previous employment check.Enquiries to Ian Norris, Department of Health and Human  
Services and Tasmanian Health Organisations, phone  
(03) 6274 5204, email [ian.norris@dhhs.tas.gov.au](mailto:ian.norris@dhhs.tas.gov.au).You are encouraged to apply online 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  
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HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - SOUTH

*Medicine Services***Staff Specialist - General Medicine (515002).**

Applications Close:—Friday, 14 November 2014.

Salary:—To be negotiated.

Salaried Medical Practitioners (AMA Tasmania/DHHS)

Agreement 2009, Specialist Medical Practitioner (Salary  
commensurate with qualifications and experience).Permanent part-time day work (with on-call) working 38  
hours per fortnight.Location:—General Medicine Department, Royal Hobart  
Hospital.Duties:—Assist in providing specialist General Medical  
services to patients attending the Royal Hobart Hospital (RHH).  
Be involved in quality improvement activities, undergraduate  
and post graduate teaching and research at the RHH. Deliver  
in-patient and out-patient services in General Medicine  
including multi-disciplinary, clinical audit, safety and service  
development activities.Essential Requirements:—Specialist or limited registration  
with the Medical Board of Australia in a relevant specialty.The Head of the State Service has determined that the person  
nominated for this position is to satisfy a pre-employment  
check before taking up the appointment, promotion or transfer.  
The following checks are to be conducted:—conviction check  
in the following areas: crimes of violence, sex related offences,  
serious drug offences, crimes involving dishonesty and serious  
traffic offences. Identification check and disciplinary action in  
previous employment check.Enquiries to Katie Plimpton, Department of Health and  
Human Services and Tasmanian Health Organisations, phone  
(03) 6222 7190, email [katie.plimpton@dhhs.tas.gov.au](mailto:katie.plimpton@dhhs.tas.gov.au).You are encouraged to apply online or forward your hard  
copy application quoting the vacancy number to: StaffLink  
Recruitment Services, Tasmanian Health Organisation -  
South, G.P.O. Box 1061, Hobart 7001. Please note if you are  
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HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - SOUTH

*Oral Health Services (Statewide)*

## Oral Health South

**Customer Services Officer (511927).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$48,265 – \$52,359 pro rata, per annum.

Health and Human Services (Tasmanian State Service)  
Award, General Stream, Band 2.Permanent part-time day worker, working 45.6 hours per  
fortnight, commencing as soon as possible.

Location:—Oral Health Services South.

Provide an efficient and effective reception service to all  
clients and centre based staff as well as administrative and  
clerical support to Oral Health Services Tasmania (OHST)  
staff and external service providers, and liaise and assist in the  
co-ordination of the day to day functions of the Dental Centre  
and community clinics. Provide a clerical support service in  
relation to the administrative functions associated with primary  
patient care.

Desirable Requirements:—Previous experience working in a clinical dental environment.

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

Enquiries to Theresa Nicholls, Department of Health and Human Services and Tasmanian Health Organisations, phone 6214 5473, email [theresa.nicholls@dhhs.tas.gov.au](mailto:theresa.nicholls@dhhs.tas.gov.au).

You are encouraged to apply online 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. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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

TASMANIAN HEALTH ORGANISATION - SOUTH

##### *Surgical Services*

#### **Enrolled Nurse (509483).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$51,727 – \$57,286 pro rata, per annum.

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

Permanent part-time shift work (fully rotational) working 46 hours per fortnight.

Location:—Neurosurgery Nursing Unit. Royal Hobart Hospital.

Duties:—The Tasmanian Health Organisation - South is looking for an Enrolled Nurse to join our Neurosurgery Nursing Team. The Enrolled Nurse provides direct patient/client centered nursing care to assigned patients/clients, within the scope of practice of an enrolled nurse and under the direction and supervision of a registered nurse/midwife to achieve planned patient outcomes.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as an Enrolled Nurse (holds Board-approved qualification in Administration of Medicine).

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

Enquiries to Andrea Hitchens, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8466, email [andrea.hitchens@dhhs.tas.gov.au](mailto:andrea.hitchens@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, Tasmanian Health Organisation - South, G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

#### JUSTICE

##### COMMUNITY CORRECTIONS

#### **Probation Officer (2 Vacancies).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Vacancy No. 356671.

Permanent full-time 73.50 hours per fortnight.

Location:—Southern Region.

Vacancy No. 355568a.

Fixed-term full-time 73.50 hours per fortnight commencing as soon as possible until 19 August 2015.

Location:—Southern Region.

All applicants are required to undergo psychological and aptitude testing as part of the selection process.

Duties:—Conduct interviews and undertake assessments of offenders in order to provide accurate and timely advice to the Courts and the Parole Board in accordance with statutory requirements. Identify and explore offending behaviours with the aim of assisting offenders to reduce the risk of re-offending. Assess offender risk and needs, including criminogenic, personal and social needs and subsequently develop, implement and regularly review Individual Management Plans. Where appropriate, refer offenders to and conduct appropriate programmes.

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

Enquiries to Chris Carney, Team Leader, Community Corrections, Department of Justice, phone (03) 6165 6688, email [christopher.carney@justice.tas.gov.au](mailto:christopher.carney@justice.tas.gov.au).

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Chris Carney on (03) 6165 6688.

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

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

## POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

*Community Fire Safety*

TasFire Training

**Instructor/Consultant (521346).**

Applications Close:—Monday, 3 November 2014.

Salary:—\$85,470 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Station Officer.

Permanent full-time Non-rostered shift work.

Location:—Cambridge.

Duties:—To deliver fire safety and related training services to private and public sector employees and to support emergency response activities.

Essential Requirements:—Tasmanian Fire Fighting Industry Employees Award 2000 (or equivalent) qualifications for appointment/promotion to the rank of Station Officer.

These qualifications require the acquisition of modules up to and including Leading Firefighter and, evidence of current competence for those modules specified in the Skills Maintenance Training Schedule up to and including Leading Firefighter. In addition, three years fire-fighting experience gained in a career fire-fighting agency is also required.

Desirable Requirements:—Hold appropriate qualifications and/or experience in training and assessment.

Meet the medical requirements of the TFS.

Have a high standard of health and fitness.

Able to work at heights or in confined spaces.

Hold a current driver's licence (manual) preferably endorsed for Light Rigid.

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 Justin Young on (03) 6214 8801 or from www.jobs.tas.gov.au.

Enquiries to Justin Young on (03) 6214 8801.

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

## POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

*Community Fire Safety*

Building Safety

**Consultant, Building Safety.**

Applications Close:—Monday, 3 November 2014.

Salary:—\$85,470 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Station Officer.

Vacancy No. 520035 and 520027.

Permanent full-time.

Location:—Hobart.

Duties:—To improve fire safety in buildings by reporting and advising on the adequacy of fire protection measures in accordance with legislation, codes, standards and risk management principles.

Essential Requirements:—Tasmanian Fire Fighting Industry Employees Award 2000 (or equivalent) qualifications for appointment/promotion to the rank of Station Officer. These qualifications require the acquisition of modules up to and including Leading Firefighter and, evidence of current competencies for those modules specified in the Skills Maintenance Training Schedule up to and including Leading Firefighter. In addition, three years firefighting experience gained in a career firefighting agency is also required.

Desirable Requirements:—Hold appropriate qualifications and/or experience in fire engineering, building surveying, building inspection or similar field;

Meet the medical requirements of the TFS; Have a high standard of health and fitness; Able to work at heights or in confined spaces and Hold a current driver's licence with 'MR' endorsement.

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 Jeff Knight on (03) 6230 8460 or from www.jobs.tas.gov.au.

Enquiries to Jeff Knight on (03) 6230 8460.

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

## POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

*FireComm***Communications Officer (521532T).**

Applications Close:—Monday, 3 November 2014.

Salary:—\$53,419 – \$71,225 pro rata, per annum.

Tasmania Fire Fighting Industry Employees Award 2000, Communications Officer.

Fixed-term part-time 0.5 FTE 24 months/Rostered and Non-rostered shift work for maternity leave cover.

Location:—Hobart.

Duties:—As a member of a team, monitor and operate emergency dispatch systems to provide a highly efficient communications centre for the Tasmania Fire Service (TFS).

Desirable Requirements:—Previous experience in a similar communications receipt and dispatch environment.

Have no criminal convictions (excluding minor traffic offences).

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 Michael D'Alton on (03) 6230 8437 or from www.jobs.tas.gov.au.

Enquiries to Michael D'Alton on (03) 6230 8437.

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

## POLICE AND EMERGENCY MANAGEMENT

## TASMANIA FIRE SERVICE

*Operations***Station Officer (Various).**

Applications Close:—Monday, 3 November 2014.

Salary:—\$85,470 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Station Officer.

Vacancy No. Various (4 positions).

Permanent full-time.

Location:—1 x South, 1 x North West, 2 x North.

Duties:—Manage assigned personnel and physical resources to provide effective emergency response and community preparedness, including the supervision of operations at emergency incidents and implementation of community fire safety and education programs.

Essential Requirements:—Tasmanian Fire Fighting Industry Employees Award 2000 (or equivalent) qualifications for appointment/promotion to the rank of Station Officer. These qualifications require the acquisition of modules up to and including Leading Firefighter and, evidence of current competencies for those modules specified in the Skills Maintenance Training Schedule up to and including Leading Firefighter. In addition, three years firefighting experience gained in a career firefighting agency is also required.

Desirable Requirements:—Meet the medical requirements of the TFS, Have a high standard of health and fitness; Able to work at heights or in confined spaces; Hold a current driver's licence with 'MR' endorsement.

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 the following:

South – Jeremy Smith on (03) 6230 8402.

North – Jeff Harper on (03) 6336 5630.

North West – Ian Bounds on (03) 6434 6720.

or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au).

Enquiries can also be made to the above contact people.

There is 1 vacancy in the Southern Region, 1 vacancy in the North West Region and 2 vacancies in the Northern Region. Applicants must indicate which positions they are applying for in their application.

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

## PREMIER AND CABINET

**Graduate Policy Officer (000440, 001908, 001965, 001855).**

Applications Close:—Friday, 7 November 2014.

Salary:—\$55,005 – \$66,226 p.a.

Fixed-term full-time (2 February 2015 to 3 February 2017).

Location:—Hobart.

Description:—DPAC is looking for recent graduates who are enthusiastic, motivated and have a strong interest in public policy. Graduates should be flexible, thorough problem solvers who think creatively to find solutions. We are looking for graduates from a variety of academic backgrounds, and

we welcome applications from people with degrees in any discipline who have the following attributes:

Highly developed written and oral skills.

Strong analytical skills.

Commitment to teamwork.

Strong people skills.

Ability to work in a values-based organisation.

It is essential that you have appropriate tertiary qualifications.

One of the positions in DPAC's Graduate Policy Program is identified for a person with disability. If applying for this position you are also required to meet the definition of 'disability' as defined within the Disability Services Act 1992. For further information, please see the Information for Applicants.

When completing your statement of claims against the selection criteria (contained in the Statement of Duties), think about your academic, work, volunteer and/or personal experiences and provide us with examples of how you meet the requirements of the position.

Enquiries to Amber Sturges, Policy Analyst, Department of Premier and Cabinet, phone (03) 6232 7432, email [amber.sturges@dpac.tas.gov.au](mailto:amber.sturges@dpac.tas.gov.au).

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

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

## INFORMATION AND LAND SERVICES

*Service Tasmania Operations***Relief Client Service Officer (2 Positions) (701128 and 707280).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (36.75 hours per week each position).

Location:—Southern Region.

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

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

The occupant is required to work 36.75 hours per fortnight, Monday to Friday, on a rotational roster. The work pattern may change from time to time to meet business needs.

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

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

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

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

Enquiries to Linda Gunn, phone (03) 6165 4193, email [linda.gunn@dpipwe.tas.gov.au](mailto:linda.gunn@dpipwe.tas.gov.au).

Applications to Manager, Human Resources Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3198, fax (03) 6233 3682, email [job.applications@dpipwe.tas.gov.au](mailto:job.applications@dpipwe.tas.gov.au).

## STATE GROWTH

### SKILLS TASMANIA

#### **Manager Programs and Procurement (964908).**

Applications Close:—Friday, 31 October 2014.

Salary:—\$95,836 – \$102,362 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 7.

Permanent part-time 0.8 FTE.

Location:—Hobart.

This is an internal vacancy. Applications will only be accepted from current, permanent Tasmanian State Service employees.

Duties:—Lead the design, development, implementation, promotion, monitoring and evaluation of e-learning, VET professional development, skills development and capability programs.

Develop and implement operational policies and guidelines to support the effective and efficient management of programs to ensure achievement of Government priorities.

Manage the human, financial and other resources of the Programs team in accordance with policies, guidelines and directions.

Actively contribute to a vibrant, collaborative, team-focussed environment.

Foster a culture of innovation through design and development of innovative initiatives.

Provide high level leadership and advice in areas of online learning particularly in relation to national vocational education and training e-learning standards.

Perform other duties as envisaged by the assigned classification under the relevant industrial award or agreement and in accordance with the skills, competence and training of the occupant.

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

Enquiries to Chrissie Berryman, General Manager, Skills Tasmania, Department of State Growth, phone (03) 6165 6018, email [chrissie.berryman@skills.tas.gov.au](mailto:chrissie.berryman@skills.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

## TREASURY AND FINANCE

### CORPORATE SUPPORT DIVISION

#### *Human Resources Branch*

#### **Principal Human Resource Officer (724135).**

Applications Close:—Friday, 7 November 2014.

Salary:—\$80,669 – \$92,670 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time or part-time (job share may be considered) for a period commencing as soon as possible for a period of up to 12 months.

Location:—Hobart.

Duties:—Contribute to effective people management strategies that build organisational capacity. This position is primarily focussed on providing advice and services in relation to workplace health, safety and wellbeing, workers' compensation and injury management, diversity and emergency management; helping to champion the safety message and culture; and providing a high quality HR consultancy service in relation to a broad range of HR matters.

In the context of the selection criteria, to be successful in the position applicants will have:—comprehensive knowledge of relevant WHS and workers' compensation legislation and successful experience in implementing strategies to proactively reduce the incidence of harm; the ability to efficiently co-ordinate and apply disciplined administration to a range of key compliance activities and to provide expert advisory services in relation to workplace health, safety and wellbeing, workers' compensation and return to work rehabilitation and a track record in building proactive and influential client and team relationships and responding effectively to client needs.

Highly Desirable Requirements:—Completion or partial completion of a relevant tertiary, WHS, or HR qualification, combined with a keen interest in achieving excellent workplace health and safety outcomes.

Enquiries to Joy Crane, Assistant Director, Human Resources Branch, Department of Treasury and Finance, phone (03) 6166 4449, email [joy.crane@treasury.tas.gov.au](mailto:joy.crane@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) 6166 4450, email [recruitment@treasury.tas.gov.au](mailto:recruitment@treasury.tas.gov.au).

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6166 4450.



## TREASURY AND FINANCE

## CORPORATE SUPPORT DIVISION

*Information Systems Branch***Principal.Net Developer (724320).**

Applications Close:—Tuesday, 4 November 2014.

Salary:—\$80,669 – \$92,670 p.a.

Tasmanian State Service Award, ICT Level 3.

Fixed-term full-time or part-time (no less than 0.8FTE) - as soon as possible until 30.06.2017.

Location:—Hobart.

Duties:—This position is a senior role that will lead the development of .Net applications in the Department.

The role is hands on and the occupant will be required to undertake high level analysis, develop applications and provide advice on the Agency's information systems.

The role will provide assistance to the Manager to define the development framework and standards within the unit and work with stakeholders to create technical specifications from business requirements.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated high level skills and experience in application design and development using .Net. and ASP.Net; demonstrated strong analytical and problem solving skills including, but not limited, to the ability to resolve complex technical or business related issues and demonstrated excellent communication skills that enable clear and effective communication with internal and external stakeholders.

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

Enquiries to Dipak Bhandari, Project Manager, Information Systems Branch, Department of Treasury and Finance, phone (03) 6166 4086, email [dipak.bhandari@treasury.tas.gov.au](mailto:dipak.bhandari@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) 6166 4450, email [recruitment@treasury.tas.gov.au](mailto:recruitment@treasury.tas.gov.au).

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6166 4450.

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse/Midwife	J. Pryce	6 months	16.11.14
Treasury & Finance	Revenue Officer	P. Wakefield	Nil	30.09.14
Treasury & Finance	Assistant Director, Strategic Property Management	M. Triffett	6 months	17.11.14

### *Appointment of Officers*

<i>Agency</i>	<i>Officers Name</i>	<i>Duties Assigned</i>	<i>Date of Appointment</i>	<i>Duration</i>
Premier & Cabinet	T. Bullard	Deputy Secretary (Policy)	11.09.14	5 years

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	K. Noble	Domestic Supervisor - Cleaning Department	20.10.14
Health & Human Services & Tasmanian Health Organisations	P. Milsom	Clerical Officer	16.10.14

## Staff Movements

### *Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Clinical Nurse Consultant - Spinal Injury Support	K. Ashford	17.08.14
Health & Human Services & Tasmanian Health Organisations	Dental Technician	Y. Tinoco Romero	06.10.14
Health & Human Services & Tasmanian Health Organisations	Primary Health Area Coordinator	S. Legge	02.10.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Piper	11.10.14
Health & Human Services & Tasmanian Health Organisations	Home Help Personal Carer	P. Leary	16.10.14
Health & Human Services & Tasmanian Health Organisations	Mechanical Tradesperson	C. Aherne	10.10.14
Health & Human Services & Tasmanian Health Organisations	Manager Communications & Media	B. Cox	17.10.14
Premier & Cabinet	Clients Service Officer	N. Martin	22.10.14
State Growth	Program Officer	D. Edgar	22.10.14
Treasury & Finance	Manager, Technical and Systems Audit	G. Gibson	10.10.14

### *Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Customer Services Officer	A. Wall	04.09.14
Premier & Cabinet	Ministerial Driver	J. Lyness	22.10.14
Premier & Cabinet	Executive Officer	J. Catchpole	17.10.14

### *Transfer of Officers*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Justice	G. Partridge	Treasury & Finance	Director, Liquor and Gaming	18.10.14

### *Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	N. Williams	Education	Social Worker	10.10.14
Education	E. Brumby	Premier & Cabinet	Senior Project Officer	09.10.14

### **ERRATUM NOTICE**

**Erratum:** the notice of termination of permanent employee S. Legge in the state Services Notices of 15 October 2014 is hereby rescinded.

M. PERVAN, A/Secretary of the Department of Health and Human Services.



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