



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
SALES \$1.10  
INCLUDING G.S.T.

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

## Vacancies—General Information

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

[www.jobs.tas.gov.au](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.

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

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

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

### Further Information

Applicants are strongly advised to seek further information including the statement of duties, from the [www.jobs.tas.gov.au](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**

Desirable Requirements:—Relevant tertiary or industry recognised qualifications and/or professional affiliations.

Enquiries to Cindy Hanson, Regional Manager North, phone (03) 6777 2806, email *Cindy.Hanson@development.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6165 5185, email *applications@development.tas.gov.au*.

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

## EDUCATION

### EARLY YEARS AND SCHOOLS

#### *Education and Care Unit*

#### **Education and Care Assessor (2 Vacancies).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Vacancy No. 965717.

Fixed-term full-time 73.5 hours per fortnight. From as soon as possible for a period of 12 Months.

Location:—Bellerive.

Vacancy No. 965719.

Fixed-term full-time 73.5 hours per fortnight. From as soon as possible for a period of 12 Months.

Location:—Bellerive.

Description of the Role:—To undertake complex regulatory activities that support compliance and continuous improvement in the quality of education and care services and specified child care services provided to children. Educate and inform education and care services and the community in relation to the National Quality Framework (NQF). One position of the two positions will feature a specific focus on policy.

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

Current drivers licence.

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

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email *recruitment@education.tas.gov.au*.

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

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

## ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

### STRATEGY, ENTERPRISE AND REGIONS

#### *Regional Development*

#### Northern Regional Office

#### **Senior Project Manager (424048).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$95,836 – \$102,362 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Launceston.

Duties:—Develop and implement regional economic development projects and programs, which support the achievement of department goals and objectives and align with the Northern Regional Economic Development Plan (NREDP) and government's strategic priorities across key sectors and in regional communities.

Essential Requirements:—Drivers Licence.



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For further details and enrolment information email  
[enquiry@aimtasmania.com.au](mailto:enquiry@aimtasmania.com.au) or call 03 6231 0899.

## EDUCATION

## LEARNING SERVICES

*Learning Services (North)*

Campbell Town District High School

**Teacher Assistant, Campbell Town District High School (952491).**

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 22 hours per fortnight, 40 weeks per year.

Location:—Campbell Town District High School.

Description of 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 Stephen Plowright, Department of Education, phone (03) 6381 1166, email [stephen.plowright@education.tas.gov.au](mailto:stephen.plowright@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

Deloraine High School

**Assistant Principal, Deloraine High School (205136).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$104,093 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—Deloraine High School.

Description of Role:—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 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 Craig Brown, Department of Education, phone (03) 6362 8900, email [craig.brown@education.tas.gov.au](mailto:craig.brown@education.tas.gov.au).

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

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

Deloraine High School

**Teacher Assistant, Deloraine High School (2 Vacancies).**

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 952063.

Permanent part-time up to 10 hours per fortnight, 40 weeks per year.

Location:—Deloraine High School.

Vacancy No. 968543.

Permanent part-time up to 10 hours per fortnight, 40 weeks per year.

Location:—Deloraine High School.

Description of 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 Berice van Der Aa, Department of Education, phone (03) 6362 8900, email [berice.van.der.aa@education.tas.gov.au](mailto:berice.van.der.aa@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

Exeter Primary School

#### ***School Administration Clerk, Exeter Primary School (963835).***

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 28 hours per fortnight, 42 weeks per year.

Location:—Exeter Primary School.

Description of Role:—As part of the school office team provide a broad range of general administrative support consisting of effective and efficient client services and advice and operation of school based accounting, maintenance and records systems.

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 Sheryl Turner, Department of Education, phone (03) 6394 4700, email sheryl.turner@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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

## EDUCATION

### LEARNING SERVICES

*Learning Services (North)*

Mowbray Heights Primary School

#### ***Education Facility Attendant, Mowbray Heights Primary School (964841).***

Applications Close:—Friday, 7 March 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 up to 20 hours per fortnight, 52 weeks per year. Job sharing of these advertised hours is a possibility.

Location:—Mowbray Heights Primary School.

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

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

Enquiries to Helen Hale, Department of Education, phone (03) 6326 1892, email helen.hale@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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

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

## EDUCATION

### LEARNING SERVICES

*Learning Services (North)*

Port Dalrymple School

#### ***Laboratory Technician, Port Dalrymple School (Re-advertised) (203922).***

Applications Close:—Friday, 7 March 2014.

Salary:—\$55,005 – \$59,871 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 44.10 hours per fortnight, 52 weeks per year.

Location:—Port Dalrymple School.

Please note:—This vacancy is being re-advertised with amended hours and weeks per year.

Description of role:—Provide technical support to a school or college's science unit and undertake associated administrative duties.

Essential Requirements:—Diploma of Laboratory Technology, or equivalent TAFE or post-secondary qualification appropriate to the nature of the work.

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:—Post secondary studies in the fields of science and/or technology.

Enquiries to Philip Challis, Department of Education, phone (03) 6382 0500, email philip.challis@education.tas.gov.au.



Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

#### Punchbowl Primary School

#### ***Teacher Assistant, Punchbowl Primary School (960394).***

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 20 hours per fortnight, 40 weeks per year.

Location:—Punchbowl Primary School.

Description of 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 Janelle Shaw, Department of Education, phone (03) 6344 1382, email [janelle.shaw@education.tas.gov.au](mailto:janelle.shaw@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

#### South George Town Primary School

#### ***Teacher Assistant, South George Town Primary School (960544).***

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 20 hours per fortnight, 40 weeks per year.

Location:—South George Town Primary School.

Description of 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 Adam Eastley, Department of Education, phone (03) 6382 1564, email [adam.eastley@education.tas.gov.au](mailto:adam.eastley@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

#### East Tamar Primary School

#### ***Teacher Assistant, East Tamar Primary School (305429).***

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 31.5 hours per fortnight, 40 weeks per year.

Location:—East Tamar Primary School.

Description of 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 Vicki Mackrill, Department of Education, phone (03) 6326 0222, email [vicki.mackrill@education.tas.gov.au](mailto:vicki.mackrill@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

Ridgley Primary School

#### **Teacher, Ridgley Primary School (200582).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$53,659 – \$85,868 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time.

Location:—Ridgley Primary 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 Dianne Poulton, Department of Education, phone (03) 6435 7291, email [dianne.poulton@education.tas.gov.au](mailto:dianne.poulton@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

Strahan Primary School

#### **School Business Manager, Strahan Primary School (300881).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time up to 42 weeks per year.

Location:—Strahan Primary School.

Description of the role:—Co-ordinate the operations of a school office and support the Principal in the management of school administrative service and resources. Direct and supervise assigned non teaching staff. Provide advice to the Principal and other school staff on administrative and resource matters.

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

Enquiries to Courtney Howard, Department of Education, phone (03) 6471 7282.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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)*

Wynyard High School

#### **Advanced Skills Teacher, Wynyard High School (200603).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$93,009 p.a.

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

Permanent full-time.

Location:—Wynyard High School.

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 Alex Downes, Department of Education, phone (03) 6442 2385, email alex.downes@education.tas.gov.au.

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

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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

## EDUCATION

### LEARNING SERVICES

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

#### Wynyard High School

#### **Teacher, Wynyard High School (960943).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$53,659 – \$85,868 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent full-time.

Location:—Wynyard 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 Alex Downes, Department of Education, phone (03) 6442 2385, email alex.downes@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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## EDUCATION

### LEARNING SERVICES

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

#### Don College

#### **Administration Officer, Don College (966830).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Don College.

Description of the role:—Assist the Supervisor in the management of the office, controlling and co-ordinating work, data and information flow. Provide general instruction, guidance and supervision for assigned office staff. Provide advice and general administrative support to the Supervisor and staff and students.

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 Jude Harris, Department of Education, phone (03) 6424 0200, email jude.harris@education.tas.gov.au.

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

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

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

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



## EDUCATION

## LEARNING SERVICES

*Learning Services (South)*

Montrose Bay High School

**Teacher Assistant (MDT), Montrose Bay High School (981196).**

Applications Close:—Friday, 7 March 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 70 hours per fortnight.

Location:—Montrose Bay High School.

Description of the role:—Provide assistance to the teacher(s) by carrying out a wide range of teacher support tasks in the material design and technology learning area. May also provide support and assistance to 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 Sharon Lacey, Department of Education, phone (03) 6273 1677, email [sharon.lacey@education.tas.gov.au](mailto:sharon.lacey@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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

## LINC TASMANIA

*LINCs and Community Learning*

Kingston LINC

**Customer Services Officer (965932).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$38,511 – \$47,233 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 1.

Permanent part-time 36.75 hours per fortnight.

Location:—Kingston LINC.

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

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 Tanya Flakemore, LINC Co-ordinator Customer Service, Department of Education, phone (03) 6165 6211, email [tanya.flakemore@education.tas.gov.au](mailto:tanya.flakemore@education.tas.gov.au).

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, 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

*Ambulance Tasmania*

Aero-Medical and Medical Retrieval

**Flight Paramedic, Fixed Wing 3 Vacancies (521439).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$72,167 p.a.

Tasmanian Ambulance Service Award, Fixed Wing Flight Paramedic (Base).

Permanent full-time shift work.

Location:—Ambulance Tasmania.

Duties:—We are seeking Flight Paramedic to join our team and work on our fixed wing air craft! You will be responsible for the provision of an advanced level of pre-hospital clinical care to the Tasmanian Community including the transport of patients by air ambulance or other means. If this sounds like you please apply!

Essential Requirements:—Intensive Care Paramedic with a Graduate Certificate in Emergency Health (Aero-medical Retrieval) or equivalent as determined by the Service. 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 Alice Blake, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 8015, email [alice.blake@dhhs.tas.gov.au](mailto:alice.blake@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Ambulance Tasmania*

Emergency and Medical Services

**Branch Station Officer ICP (510646).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$72,167 – \$73,759 p.a.

Tasmanian Ambulance Service Award, Branch Station Officer ICP Year 1 to Year 2 (Base).

Fixed-term full-time shift work, commencing as soon as possible for a period of 12 months. On call is a requirement of this position.

Location:—Ambulance Tasmania, Scamander.

Duties:—We are seeking a fixed term Branch Station Officer to join our team! This is a unique opportunity to work on the East Coast of Tasmania within an deployment model that incorporates a single responder/primary response role with backup responsibilities to Volunteer Ambulance Officer crews. You will be responsible for the provision of pre-hospital care and the transport of patients by Ambulance or other means. Operation of a country or urban Branch Station including activities associated with public education and community relations, staff supervision, recruitment, training and development of local Volunteer Ambulance Officers.

Essential Requirements:—Holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service.

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 Matthew Eastham, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5777, email [matthew.eastham@dhhs.tas.gov.au](mailto:matthew.eastham@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Disability, Housing and Community Services*

Disability and Community Services

**Manager Community Partnership Team, South West (519418).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$94,893 – \$101,403 p.a.

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

Permanent full-time day work.

Location:—Disability and Community Services, South West, Hobart.

Duties:—The Manager will be responsible for managing a team of employees with a range of portfolio, contract management and service development/redevelopment responsibilities. The role is responsible for the development of collaborative relationships with the Community Sector agencies in order to ensure quality service provision, effective contract management and efficient complaints and risk management strategies.

As a member of the Area Management Team, the Manager contributes to strategic planning and complex service delivery issues.

Selection criteria includes:—Demonstrated management skills including an ability to manage human, financial and physical resources and monitor the effectiveness and efficiency of service delivery.

Capacity to lead and motivate staff in an environment of competing priorities and major organisational change.

High level interpersonal skills including consultation, presentations, communication, negotiation and conflict resolution skills and the demonstrated ability to identify and negotiate mutually acceptable solutions in situations of differing interests.

A demonstrated level of strategic, conceptual, analytical and creative skills including an ability to understand and identify relevant issues in the political, social and organisational environment.

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

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

Enquiries to Annie Curtis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7600, email [annie.curtis@dhhs.tas.gov.au](mailto:annie.curtis@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Disability, Housing and Community Services*

Disability and Community Services

**Professional Officer, Allied Health (505672).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$78,035 – \$89,509 pro rata, per annum.

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

Fixed-term part-time day work (60.8 hours per fortnight) commencing 28 March 2014 for a period of 2 years.

Location:—Disability and Community Services, Hobart.

Duties:—\*\* Speech pathologists in particular are encouraged to apply for this position \*\*.

Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model.

Provide and co-ordinate supportive and specialist educational and consultancy services to Gateway Services, carers, service providers and the wider community.

Initiate and facilitate the establishment and development of services and resources for consumers.

Initiate and develop professional and policy advice on specialist habilitation services and related issues for senior and corporate management.

Selection criteria includes:—Preference will be given to Speech Pathologists.

Relevant post-graduate experience working with people with disabilities and a well developed ability to effectively design and manage specialist programs.

Demonstrated specialist skills in the disability field and contemporary knowledge of the specialist area.

Ability to demonstrate by example, actions and behaviors valued by the community, which enhances the image of people with disabilities.

Ability to design, implement and provide training programs and educational services to carers, service providers and the wider community.

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

Desirable Requirements:—Current Driver's Licence.

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

Registered with the Psychology Board of Australia or Registered with the Occupational Therapy Board of Australia; or A degree or diploma in Applied Science, Speech Pathology, or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

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 Wendy Wolf, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7600, email [wendy.wolf@dhhs.tas.gov.au](mailto:wendy.wolf@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Population Health*

Office of the Chief Medical Officer

***Clinical Nurse Consultant, Infection Prevention and Control (518351).***

Applications Close:—Friday, 7 March 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 daywork, working 53.2 hours per fortnight (hours are negotiable), commencing As soon as possible to 16 January 2015.

Location:—Hobart.

The Clinical Nurse Consultant is responsible for: The development, implementation and continuation of state wide healthcare associated infection surveillance systems. The provision of high level advice, education and leadership on healthcare associated infections and related issues.

Desirable Requirements:—Current Driver's Licence. A credentialed Infection Control Professional (Australasian College for Infection Prevention and Control or similar body). Completion, or working towards, relevant post tertiary qualification.

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 Annie Wells, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 0603, email [anne.wells@dhhs.tas.gov.au](mailto:anne.wells@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Population Health*

Office of the Chief Medical Officer

***Specialist Radiographer (Relief) (515185).***

Applications Close:—Friday, 21 March 2014.

Salary:—\$78,035 – \$89,509 pro rata, per annum.

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

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

Location:—Hobart.

Duties:—Facilitate client screening mammography, diagnostic and further assessment imaging as required at BreastScreen Tasmania's Screening Unit site locations.

Desirable Requirements:—Current Driver's Licence.

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

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



Enquiries to Jane Haynes, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6216 4324, email jane.haynes@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Population Health*

Population Health Operations

Population Health and Wellbeing

**Policy Officer, Youth Health (511067).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$79,745 – \$91,827 p.a.

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

Permanent full-time daywork.

Location:—Hobart.

As a member of Population Health and Wellbeing, promote a population health approach towards improving young people's health and wellbeing through the development of policy and strategic frameworks, research, education, project development and evaluation with a focus on reducing health inequities.

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 Celina Sargent, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6226 4405, email celina.sargent@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Population Health*

Population Health Operations

Public and Environmental Health Services

**Microbiologist (501259).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$50,781 – \$81,475 p.a.

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

Permanent full-time day work.

Location:—Microbiology, Hobart.

Duties:—We are looking for a Microbiologist to join our team. The Microbiologist duties will be to provide microbiological services to the Department of Health and Human Services, government agencies, industry and the general public. The service shall include examination of food, water and other materials, the preparation and presentation of reports on the examinations, and the provision of advice on public health microbiological matters.

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

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 Stuart Heggie, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7732, email stuart.heggie@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*System Purchasing and Performance*

Strategic Planning

**Program Manager, Clinical Policy and Advice (521844).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$104,109 – \$112,116 p.a.

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

Permanent full-time daywork.

Location:—Hobart.

A key senior role responsible for the provision of strategic leadership and direction to support a complex program of service redesign and improvement that includes research, developing policy and undertaking planning, co-ordination, monitoring and reporting functions required to facilitate the activities of Clinical Advisory Groups (CAGs) to guide strategic planning and reform initiatives.

Desirable Requirements:—Relevant tertiary qualifications.

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 Martin Hensher, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 6420, email martin.hensher@dhhs.tas.gov.au.



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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

**Project Nurse, ARIA Medical Oncology Application (521827).**

Applications Close:—Friday, 7 March 2014.

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

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

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

Location:—WP Holman Clinic, LGH Charles Street, Launceston.

Duties:—The ARIA oncology information system is a software program which combines radiation, medical and surgical oncology information that allows health care providers to manage a patient's care, from initial diagnosis through post-treatment follow-up. Specifically the Project Nurse, ARIA Medical Oncology Application will utilise a strong background in clinical nursing practice to co-ordinate the implementation of a number of sub projects consistent with project objectives and timeframes.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Enrolled Nurse (Medication Endorsed) (520643).**

Applications Close:—Friday, 7 March 2014.

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

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

Fixed-term part-time day work, working 36 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible to 22 February 2015.

Location:—Cardiology Department (Non-Invasive), LGH Charles Street, Launceston.

Duties:—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 Shelley Foale, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8712, mobile 0408 529 557, email [shelley.foale@dhhs.tas.gov.au](mailto:shelley.foale@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Pharmacist (519789).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$50,781 – \$81,475 p.a.

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

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

Location:—Launceston General Hospital.

Duties:—To work as a part of the Hospital Pharmacy Department and Hospital team to provide a comprehensive, efficient and accountable pharmacy service for hospital inpatients and outpatients.

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

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

Enquiries to Paula Cooper, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7732, email paula.cooper@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Registered Nurse (4 Vacancies).**

Applications Close:—Friday, 7 March 2014.

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

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

Vacancy No. 519244.

Permanent full-time shift work (fully rotational), working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Northern Coronary Care Unit, LGH Charles 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.

Vacancy No. 519250.

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

Location:—Northern Coronary Care Unit, LGH Charles 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.

Vacancy No. 521096.

Permanent part-time shift work (fully rotational), working 63 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Northern Coronary Care Unit, LGH Charles 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.

Vacancy No. 519248.

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

Location:—Northern Coronary Care Unit, LGH Charles 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:—The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

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

Enquiries to Shelley Foale, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8712, mobile 0408 529 557, email shelley.foale@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Registered Nurse (3 Vacancies).**

Applications Close:—Friday, 7 March 2014.

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

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

Vacancy No. 519238.

Fixed-term full-time shift work (fully rotational), working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible to 14 March 2015.

Location:—Northern Coronary Care Unit, LGH Charles 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.

Vacancy No. 521097.

Fixed-term part-time shift work (fully rotational), working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible to 2 August 2014.

Location:—Northern Coronary Care Unit, LGH Charles 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.

Vacancy No. 521099.

Fixed-term part-time shift work (fully rotational), working 52 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible to 13 September 2014.

Location:—Northern Coronary Care Unit, LGH Charles 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:—The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

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

Enquiries to Shelley Foale, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 8712, mobile 0408 529 557, email shelly.foale@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

Deloraine District Hospital and Community Health Service

**Hospital Aide (Multiskilled) (504333).**

Applications Close:—Friday, 7 March 2014.

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

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

Fixed-term casual shift work, working as and when required. Notwithstanding, hours to be negotiated with the successful applicant. As soon as possible until 10 March 2017.

Location:—Lansdown Place Deloraine.

Duties:—To provide a high standard of support services to patients and staff in the day to day operation of Deloraine District Hospital.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

St Helens District Hospital

**Administrative Assistant (507238).**

Applications Close:—Friday, 7 March 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 day work, working as and when required. Notwithstanding, hours to be negotiated with the successful applicant. As soon as possible until 2 March 2016.

Location:—St. Helens.

Duties:—The provision of effective and efficient administrative and clerical support service to the Director of Nursing and staff at St Helens District Hospital and Community Health Service. To provide reception support to all health staff and service to the general public.

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 Denise Callister, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6376 5222, email denise.callister@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

St Helens District Hospital

**Administrative Assistant (506321).**

Applications Close:—Friday, 7 March 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 64 hours per fortnight. Notwithstanding, hours to be negotiated with the successful applicant.

Location:—St. Helens.

Duties:—The provision of effective and efficient administrative and clerical support service to the Director of

Nursing and staff at St Helens District Hospital and Community Health Service. To provide reception support to all health staff and service to the general public.

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 Denise Callister, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6376 5222, email [denise.callister@dhhs.tas.gov.au](mailto:denise.callister@dhhs.tas.gov.au).

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

St Helens District Hospital

**Home Help (507339).**

Applications Close:—Friday, 7 March 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 casual day work, working as and when required. Notwithstanding, hours to be negotiated with the successful applicant.

Location:—St. Helens.

Duties:—Within a primary health care framework, provide a range of basic home care support services for frail aged people, younger disabled and their carers.

Essential 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 Denise Callister, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6376 5222, email [denise.callister@dhhs.tas.gov.au](mailto:denise.callister@dhhs.tas.gov.au).

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

St Helens District Hospital

**Multiskilled Domestic, Relief (506072).**

Applications Close:—Friday, 7 March 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 casual shift work, working as and when required. Notwithstanding, hours to be negotiated with the successful applicant.

Location:—St. Helens.

Duties:—To clean allocated areas of the hospital, complying with standards of infection control. To assist in preparation and delivery of meals to clients in accordance with 'FoodSafe' guidelines.

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 Louise Peacock, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6376 5222, email [louise.peacock@dhhs.tas.gov.au](mailto:louise.peacock@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mersey Community Hospital*

**Registered Nurse (Multiple).**

Applications Close:—Friday, 14 March 2014.

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

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

Vacancy No. 514604.

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

Location:—Operating Theatre, Mersey Community Hospital.

Who are we?

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



Who are we looking for?

We are seeking a motivated and experienced 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 Grace Kamphuis on (03) 6426 5206 or email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@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.

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mersey Community Hospital*

### **Team Leader, Dispensing (521800).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$78,035 – \$89,509 p.a.

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

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

Location:—Pharmacy, Mersey Community Hospital.

Who are we?

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. The Pharmacy Departments at MCH and NWRH form part of the Statewide Hospital Pharmacy Operations Unit working closely with the Tasmanian Health Organisations and provides clinical pharmacy services to medical and surgical wards as well as outpatient dispensing services. The Department has strong links with the Pharmacy School at the University of Tasmania, with regular student rotations. The Department also prides itself on providing an excellent intern training program.

Who are we looking for?

We are seeking a motivated and experienced Dispensing Team Leader to oversee the safe and efficient provision of medication dispensing services to inpatients and outpatients of the Mersey Community Hospital.

Reporting to the Pharmacy Site Supervisor (Mersey Community Hospital), this role encompasses a wide range of responsibilities including, but not limited to, undertaking dispensing activities, supervising the dispensary, representing the pharmacy service and liaising with stakeholders as well as being an active member of the management team.

Do you have?

Current registration.

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

Well-developed communication and interpersonal skills.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information or to discuss your application please contact Paula Cooper on (03) 6348 7732 or email [paula.cooper@dhhs.tas.gov.au](mailto:paula.cooper@dhhs.tas.gov.au).

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

Desirable Requirements:—Current Driver's Licence.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*North West Regional Hospital*

**Registered Nurse (Multiple).**

Applications Close:—Friday, 7 March 2014.

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

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

Vacancy No. 513888.

Permanent part-time and Fixed Term part-time shift workers, working up to 64 hours to be negotiated.

Location:—Emergency Department, North West Regional Hospital.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Emergency Department 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 Wooler on (03) 6430 6632 or email maxine.wooler@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.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Primary Health North West*

**Administrative Assistant (517322).**

Applications Close:—Friday, 7 March 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 38 hours per fortnight.

Location:—Central Coast Community Health Centre (Ulverstone).

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Administrative Assistant to provide efficient and effective administrative assistance and general reception duties for THO-North West Community Health and Service Centre's and the respective Services at the Centre's.

Reporting to the Co-Director of Nursing, Chronic, Complex and Community Services, you will be responsible for administrative duties relating to supporting service delivery, and reporting requirements, the provision of general reception services and relevant day to day administration processes.

Do you have?

Demonstrated knowledge and experience in administrative and clerical duties.

Well-developed oral, written and interpersonal communication skills.

The capacity to plan, organise and set priorities.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Angella Downie on (03) 6440 7000 or email [ange.downie@dhhs.tas.gov.au](mailto:ange.downie@dhhs.tas.gov.au).

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

Essential Requirements:—Nil.

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Primary Health North West*

### **Registered Nurse, Community Nurse (502606).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$74,129 – \$78,396 pro rata, per annum.

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

Permanent part-time shift worker, working 28 hours per fortnight.

Location:—Burnie Community Health Centre.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Community Nurse who is passionate about the greatest quality of care. This role contains high levels of autonomy as it provides evening care to the community surrounding Burnie. You will in this role collaborate with members of the healthcare team plan, implement and evaluates patient/client care.

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 Nicola Pearson on (03) 6434 6454 or email [nicola.pearson@dhhs.tas.gov.au](mailto:nicola.pearson@dhhs.tas.gov.au).

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

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

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

Enquiries to Nicola Pearson, Department of Health and Human Services and Tasmanian Health Organisations, mobile (03) 6434 6454, email [nicola.pearson@dhhs.tas.gov.au](mailto:nicola.pearson@dhhs.tas.gov.au).

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Statewide Mental Health Services*

### **Group Manager, Mental Health and Statewide Services (521801).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$123,745 – \$142,307 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 9.

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—The Group Manager, Mental Health and Statewide Services applies high level specialist expertise in the provision of effective leadership and management to achieve the defined objectives of Mental Health South and the statewide services of Alcohol and Drug and Forensic. This senior management role is a member of the Tasmanian Health Organisation, South (THO-South) Executive whose primary objectives are to:

Provide strategic leadership and direction in the development and management of Mental Health (South), the statewide services of Alcohol and Drug and Forensic Health within THO-South.

Develop, implement and evaluate a strategic and business framework and policies, systems and processes to support the delivery of quality services.

Manage and be accountable for the overall human, physical and financial assets and information resources to ensure the effective and efficient use of government resources.

Provide high level strategic advice to senior THO and the Department of Health and Human Services (DHHS) staff on service delivery matters including Statewide and National issues and developments.

Desirable Requirements:—Previous extensive experience working in mental health, drug and alcohol or forensic services.

Current Driver's Licence.

Essential Requirements:—Tertiary qualifications and/or extensive experience in the management and delivery of health services, preferably mental health and/or alcohol, drug and forensic 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 Jane Holden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8500, email jane.holden@dhhs.tas.gov.au.

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH

##### *Clinical Support Services*

#### **Pharmacist (508352).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$50,781 – \$81,475 p.a.

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

Permanent full-time day worker (with on-call), working 76 hours per fortnight.

Location:—Pharmacy, Royal Hobart Hospital.

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 currently seeking a permanent full-time Pharmacist.

Duties:—In the role of Pharmacist you will work as a part of the Hospital Pharmacy Department and hospital team to provide a comprehensive, efficient and accountable pharmacy service for hospital inpatients and outpatients.

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

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

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

Enquiries to Paula Cooper, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7732, email paula.cooper@dhhs.tas.gov.au.

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

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH

##### *Clinical Support Services*

#### **Play Specialist (508231).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$49,183 – \$52,359 pro rata, per annum.

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

Permanent part-time day work, working 75 hours per fortnight.

Location:—Occupational Therapy, Royal Hobart Hospital.

Permanent part-time work. Shifts will include day (7.5 hour shifts) and weekend (5 hour shifts) work, working up to 65 hours per fortnight. Applications for part of these hours will be considered. Work routines will be negotiated with the successful applicant/s.

The Tasmanian Health Organisation, South is seeking a fixed term part-time Play Specialist to work in Occupational Therapy, Royal Hobart Hospital. Previous experience working as a play specialist in an acute hospital environment is preferred.

Duties:—In the role of Play Specialist you will promote wellness and development in children and adolescents in hospital and normalise the experience of hospitalisation through play and activity.

Specific Knowledge:—Certificate in Children's Services, Associate Diploma of Social Science (Child Care) or equivalent/ relevant qualifications; and/or equivalent competencies and skills within a hospital or therapy setting.

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 Christy Dorward, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8633, email christy.dorward@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Senior Specialist Radiographer (510163).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$89,509 – \$98,998 p.a.

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

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

Location:—Medical Imaging Services, Royal Hobart Hospital.

The Tasmanian Health Organisation – South is seeking a permanent full-time Senior Specialist Radiographer to work in Medical Imaging Services, Royal Hobart Hospital.

Duties:—In the role of Senior Specialist Radiographer you will supervise and co-ordinate the day-to-day provision of all general medical imaging services ensuring patients receive appropriate and effective quality services in a timely and integrated manner. You will be responsible for ensuring optimum utilisation of resources and systematic audit of such usage as well as developing, implementing and co-ordinating training and quality assurance activities for all radiographers rostered in non-specialty areas.

Desirable Requirements:—Five years post graduate experience in medical imaging.

Completion of a post graduate qualification relevant to the practice of medical imaging.

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

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

Enquiries to Julie Tate, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 0411, email julie.tate@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Staff Specialist, Radiology (518469).**

Applications Close:—Friday, 14 March 2014.

Salary:—\$132,011 – \$184,815 pro rata, per annum.

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

Fixed-term part-time day worker (with on-call), working 60.8 hours per fortnight commencing as soon as possible until 10 February 2015.

Location:—Medical Imaging Services, Royal Hobart Hospital.

The Tasmanian Health Organisation South, Medical Imaging Services is seeking a Fixed-term part-time Staff Specialist, Radiology.

Duties:—The Staff Specialist, Radiology will provide quality specialist in-patient and out-patient care to patients of the Royal Hobart Hospital. Your duties include undergraduate and post graduate teaching, research and quality improvement activities. In addition to conducting radiological examinations and report findings, and providing advice on radiological findings and investigations required for other consultants and medical staff.

Desirable Requirements:—Fully qualified diagnostic radiologist registered with the Australian Health Practitioner Regulation Agency.

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 Dr Michael Carr, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 6683, email michael.carr@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Complex Chronic and Community Services*

**Administrative Assistant (510770).**

Applications Close:—Friday, 7 March 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 30.4 hours per fortnight.

Location:—Repatriation Centre, Hobart.

Duties:—The Tasmanian Health Organisation, South is seeking to employ an Administrative Assistant in a permanent part-time capacity within Hobart Community Health Nursing. This is a busy Community Health Nursing Service providing health care for consumers in Hobart and the surrounding northern suburbs. We are looking for someone with excellent administrative and personal skills to assist with non nursing duties such as reception, data entry, nursing schedule provision

and general administrative duties. The right person will have empathy and sensitivity to all our clients and the ability to refer clients as 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 Anne Correy, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7602, email [anne.correy@dhhs.tas.gov.au](mailto:anne.correy@dhhs.tas.gov.au).

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH  
*Complex Chronic and Community Services*

##### **Hospital Aide, (506292).**

Applications Close:—Friday, 7 March 2014.

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

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

Fixed-term casual shift work (fully rotational), commencing as soon as possible for a period of 2 years.

Location:—Midlands Multi Purpose Centre

Duties:—The Tasmanian Health Organisation, South is seeking to recruit casual Hospital Aide to work on an as and when required basis within the Midlands Multi Purpose Centre, Oatlands. Your duties will include maintaining clean and hygienic surroundings to ensure the control of infection in specialty areas, decontaminate, sterilise and maintain specialised equipment.

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) 6287 2010, email [sandy.carmichael@dhhs.tas.gov.au](mailto:sandy.carmichael@dhhs.tas.gov.au).

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH  
*Complex Chronic and Community Services*

##### **Registered Nurse, Community Nurse (Multiple Vacancies).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$57,286 – \$78,396 p.a.

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

Vacancy No. 506138.

Permanent full-time shift work, part-time hours will be considered.

Location:—Huon Community Health Centre.

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:—The Tasmanian Health Organisation, South is seeking to employ experienced Registered Nurses/Community Nurses in a permanent capacity to work in the Kingston and Huon community. You will be required to, consistent with ongoing experience, assist with strengthening 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 Tracy Hemming, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6264 8850, email [tracy.hemming@dhhs.tas.gov.au](mailto:tracy.hemming@dhhs.tas.gov.au).

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH  
*Oral Health Services (Statewide)*

Oral Health South

##### **Dental Therapist (501203).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$50,781 – \$81,475 pro rata, per annum.

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

Fixed-term full-time day work, part-time hours will be considered by negotiation, commencing as soon as possible until 22 August 2014.

Location:—Oral Health Services Tasmania, South.

Duties:—Oral Health Services Tasmania (OHST), South has a temporary vacancy for a Dental Therapist to work full-time or part-time hours. Your duties will include providing dental care for eligible clients of the Children's Dental Service of OHST in accordance with the scope of practice outlined by the Australian Health Practitioners Regulation Agency (Dental Board of Australia). Provide health education and health promotion and preventative programs for clients, their families or carers, communities and other relevant stakeholders.

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

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

Enquiries to Lisa Henry, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0419 569 921, email [lisa.henry@dhhs.tas.gov.au](mailto:lisa.henry@dhhs.tas.gov.au).

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

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#### INTEGRITY COMMISSION

##### **Investigator (Complaints Assessment) (356197).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Assist the Chief Executive Officer and the Integrity Commission in the fulfilment of their responsibilities under the Integrity Commission Act 2009 and other statutes and policies as may be required. Under general direction, undertake processes associated with general complaint handling in accordance with the Commission's procedures, conduct assessments, review, monitor and audit actions taken by external agencies and assist in the conduct of investigations pursuant to the Integrity Commission Act 2009.

The Head of the State Service has determined that the person nominated for this position must satisfy a pre-employment check in the following areas: Criminal Activity: Arson and fire setting, violent crimes and crimes against the person, sex related offences, drug and alcohol related offences, crimes involving dishonesty, crimes involving deception, making false declarations, malicious damage and destruction to property, serious traffic offences, crimes against public order or relating to the Administration of Law and Justice, crimes against Executive or the Legislative Power and crimes involving conspiracy. Disciplinary/managerial action in previous employment. Identification check. 4) Satisfy a stringent security vetting process in accordance with national standards.

Desirable Requirements:—Qualifications in a relevant discipline such as law and/or Certificate IV in Government Investigations. Recent complaint assessment or investigation experience.

Enquiries to Russell Pearce, Manager Operations, Integrity Commission, phone 1300 720 289, email [russell.pearce@integrity.tas.gov.au](mailto:russell.pearce@integrity.tas.gov.au).

Applications to Recruitment and Establishment, Human Resources, Integrity Commission, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6165 4912, fax (03) 6233 3254, 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 Natalie Rich on 1300 720 289.

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

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

#### JUSTICE

##### LEGAL AID COMMISSION OF TASMANIA

##### **Legal Practitioner (355208).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$50,936 – \$64,177 p.a.

Legal Practitioners Agreement 2010, Level 1.

Fixed-term full-time 73.5 hours per fortnight for two years.

Location:—Launceston.

Duties:—To appear in the Youth Justice Division of the Magistrates Court on bail applications and pleas of guilty for young people, and to conduct hearings. To perform such other professional work in criminal law in the Magistrates Court as directed from time to time. Engage in community legal education activities fostered by the Legal Aid Commission as directed.

Essential Requirements:—Admitted as a Barrister and Practitioner of the Supreme Court of Tasmania and the relevant Federal Courts.

Desirable Requirements:—Some experience in the practice of Criminal Law.

Contact:—A Statement of Duties, Information for Applicants and an Application for Employment are available at [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au), or by contacting Leesa Bevan on (03) 6236 3820 or [Leesa.Bevan@legalaid.tas.gov.au](mailto:Leesa.Bevan@legalaid.tas.gov.au).

Enquiries to Leesa Bevan, Director's Assistant, Legal Aid Commission of Tasmania, G.P.O. Box 1422, Hobart, Tas, 7001, phone (03) 6236 3820, fax (03) 6236 3811, email [Leesa.Bevan@legalaid.tas.gov.au](mailto:Leesa.Bevan@legalaid.tas.gov.au).

Applications to Leesa Bevan, Director's Assistant, Legal Aid Commission of Tasmania, G.P.O. Box 1422, Hobart, Tas, 7001, phone (03) 6236 3820, fax (03) 6236 3811, email [Leesa.Bevan@legalaid.tas.gov.au](mailto:Leesa.Bevan@legalaid.tas.gov.au).

#### JUSTICE

##### TASMANIA PRISON SERVICE

##### *Office of Director of Prisons*

##### **Work Health and Safety Officer (354684).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$80,669 – \$92,670 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.50 hours per fortnight.

Location:—Risdon Prison.

Duties:—Manage the Tasmania Prison Service (TPS) work health and safety implementation plan including identifying



and implementing strategies that will enable the TPS to meet Department and State Service standards.

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

Enquiries to Rob McCafferty, Project Manager, Organisational Development, Tasmania Prison Service, Department of Justice, phone (03) 6216 8261, email robert.mccafferty@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, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Rob McCafferty on (03) 6216 8261.

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

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

## JUSTICE

### TASMANIAN PLANNING COMMISSION

#### **Executive Officer (356375).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hour per fortnight.

Location:—Hobart.

Duties:—Co-ordinate and facilitate the provision of high level administrative support to the TPC Assessments Division including the preparation and quality control of reports and correspondence of a confidential nature and the dissemination of hearing decisions. Liaise with stakeholders to schedule and organise public hearings and prepare public notices in respect to those hearings.

Enquiries to Pam Scott, Director Assessments, Tasmanian Planning Commission, Department of Justice, phone (03) 6165 6834, email pam.scott@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, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Bernie Van der Heyden on (03) 6165 6828.

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

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

## JUSTICE

### WORKSAFE TASMANIA

#### **Records Services Team Leader (355779).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Rosny.

Duties:—Provide leadership to the Records Services Unit so as to ensure the timely delivery of record and information services for WorkSafe Tasmania. Perform record keeping tasks and other tasks required of the Record Services Unit. Act as first point of contact for staff in relation to record and information services enquiries and requests. Assess and delegate incoming work across records staff as appropriate.

Desirable Requirements:—Certificate or equivalent level in records management or willingness to undertake.

Enquiries to John Hitchcock, Helpline and Business Services Manager, Department of Justice, phone (03) 6777 2864, email john.hitchcock@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, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact John Hitchcock on (03) 6777 2864.

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

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

## JUSTICE

### WORKSAFE TASMANIA

#### *Inspectorate*

#### Southern Region

#### **Team Leader (356622).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$80,669 – \$92,670 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Manage lead and develop a team of Inspectors through the provision of specialist advice guidance coaching mentoring and support in often complex issues to facilitate compliance by Tasmanian workplaces with legislation



administered by WorkSafe Tasmania. Develop and manage the implementation of both State and National projects, programs, policies and guidelines used to improve work compliance with work health and safety legislation by workplaces in Tasmania.

Essential Requirements:—A current Tasmanian Drivers Licence.

Enquiries to Neale Buchanan, Compliance Director, WorkSafe Tasmania, Department of Justice, phone (03)6166 4722, email neale.buchanan@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, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Neale Buchanan on (03) 6166 4722.

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

### HUMAN RESOURCES

#### *Police Academy*

#### **Chef (001007).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Tasmania Police Academy, Rokeby Tas.

Duties:—Supervise kitchen staff in the day to day running of the Police Academy kitchen; including menu planning, the ordering of stores, food preparation and cooking.

Essential Requirements:—Formal Trade Qualifications.

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:

Conviction check for: Crimes of violence, Sex related offences, Serious drug offences, Crimes involving dishonesty, Serious traffic offences.

Qualifications and Experience:—Knowledge and trade experience consistent with qualifications recognised at Certificate 3 and 4 or equivalent.

Enquiries to Christine Wright, Business Manager, Department of Police and Emergency Management, Tasmania Police Academy, South Arm Rd, Rokeby, phone 6173 2055, email christine.wright@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308 Hobart, phone (03) 6173 2071, fax (03) 6230 2044, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or

system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

## PREMIER AND CABINET

### TMD

#### *Commercial Management*

#### **Budget and Financial Support Officer (001854).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Maintain the budget information in the financial system, including the review and analysis of actual revenue and expenditure against budget.

Prepare and update data for transfer to the Treasury Financial Reporting System (TFRS), including journal preparation and account reconciliation. Undertake other financial tasks necessary to ensure the smooth operations of the Finance unit.

Assist in the development of budgets and analysis of financial information to support business planning activities.

Assist in financial analysis and modelling to ensure commercial viability of offers and pricing.

Assist in reviewing telecommunications expenditure across whole of government and identifying potential savings and pricing opportunities.

Deliver and maintain an effective financial management and information system through the provision of technical support to resolve user and operational issues.

Contribute to and provide support in the preparation of complex financial advice, submissions and reports on issues associated with TMD's commercial viability and assist in the development and review of financial policies and procedures.

Assist in developing TMDs customer offers and in communicating these to internal and external stakeholders.

Undertake additional duties as required.

Desirable Requirements:—Accounting qualifications or progress towards, at a Diploma/Advanced Diploma level or equivalent is desirable.

Enquiries to Dannielle Hunt, Manager, Financial Support, TMD, Department of Premier and Cabinet, phone (03) 6232 7023, email Dannielle.Hunt@dpac.tas.gov.au.

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

## PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

### CORPORATE SERVICES

#### *Information Services*

#### **ICT Service Desk Analyst (707094).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$48,823 – \$71,407 p.a.

Tasmanian State Service Award, ICT Level 1, Technician.

Permanent full-time.

Location:—Hobart.

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

Duties:—To contribute meaningfully to the ICT Client Services Team's provision of efficient, flexible, knowledgeable and friendly ICT services to DPIPWE Staff.

Desirable Requirements:—Current motor vehicle driver's licence. Familiarity with Apple, Linux and tablet-based operating systems. Familiarity with Microsoft Applications and Lotus Notes. Familiarity with desktop hardware diagnosis and repair, including networking.

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 Carl Lewis, phone (03) 6165 4477, email Carl.Lewis@dpiuwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3185, fax (03) 6233 3682, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

EPA DIVISION

*Analytical Services Tasmania*

**Technical Officer (707196).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$48,823 – \$53,038 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time from As soon as possible for 2 years.

Location:—New Town.

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

Duties:—Provide technical and administrative support to a team of professional and technical staff in the laboratory. Prepare and perform basic analysis of samples in accordance with standard operating procedures or instructions and perform the associated administrative, maintenance and equipment calibration activities as required.

Desirable Requirements:—A Certificate III in laboratory operations or an equivalent level, relevant to the nature of the work to be undertaken, as provided by either a vocational education organisation or a registered and accredited training provider.

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 John O'Reilly, phone (03) 6165 3311, email john.oreilly@environment.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3185, fax (03) 6233 3682, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

*Macquarie Island Pest Eradication Program*

**Macquarie Island Fixed-term Employment Register: Field Assistant and Field Assistant (Dog Handler) (Generic).**

Applications Close:—Tuesday, 16 February 2016.

Salary:—\$48,823 – \$53,038 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Register.

Location:—Macquarie Island.

Applications are invited from persons interested in registering for Fixed-term employment as Field Assistant and Field Assistant (Dog Handler). The employment register will remain open for recruitment up to and including 16 February 2016.

Please note that if you are currently registered, you do not need to submit a new application unless you wish to do so to reflect any change in your knowledge, skills and experience.

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

In addition to the annual salary, while travelling to and from, and while stationed on Macquarie Island, the occupant is entitled to an Antarctic Allowance of \$11,999 per annum, a Common Duties Allowance of \$12,294 per annum and an overtime allowance based on the lesser of 50% of the employee's salary or 50% of the classification of B4-R2-2 under the Tasmanian State Service Award.

Duties:—Assist the Eradication Team Leader in the delivery of programs and services on Macquarie Island as part of the ground hunting phase of the Macquarie Island Pest Eradication Project.

For specific information regarding the 2 roles available, please refer to the attached Statement of Duties.

Essential Requirements:—Successful applicants will be required to pass medical and adaptability tests, before being appointed to a position, and may be required to undergo a departmental fitness test and additional physical training prior to working on Macquarie Island. 1. Be certified as fit for Macquarie Island service by the Australian Antarctic Division's Polar Medicine Branch after tests conducted by or on behalf of a Health Services Australia Medical Officer. 2. Be rated as suitable for Macquarie Island service against core behavioural criteria. (Some assessments will be made by the Directorate of Psychology – Army). 3. A current St John's Workplace Level 2 first aid certificate or equivalent. 4. Firearms licence or ability to acquire one before deployment to Macquarie Island. 5. Chemical Handling Certificate (Agsafe) or equivalent or the ability to acquire prior to being deployed to Macquarie Island.

Desirable Requirements:—Relevant experience in sub-Antarctic reserve management programs or similar reserved land management experience would be an advantage. A coxswain (restricted) certificate or equivalent. A current motor vehicle driver's licence. A Wilderness First Aid Certificate. An appropriate natural resource management qualification or trade qualification.

For Field Assistant (Dog Handler) roles it is desirable that you have qualifications and/or experience in dog handling and welfare in addition to the above.

Enquiries to Martin O'Dea, phone (03) 6165 4219, email [martin.odea@parks.tas.gov.au](mailto:martin.odea@parks.tas.gov.au).

Applications to Martin O'Dea, Administrative Officer, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 4219, email [martin.odea@parks.tas.gov.au](mailto:martin.odea@parks.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

*Operations*

**Field Officer (706988).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time As soon as possible to 31 March 2015 or until the return of the substantive occupant whichever is the sooner.

Location:—Within the North West Region initially located at Stanley Field Centre.

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

Duties:—Implement the Field Centre operational plans, carry out works to maintain field centre infrastructure and facilities for the conservation and sustainable use of natural and cultural resources.

Desirable Requirements:—A Trade Certificate in a discipline relevant to the duties.

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

Enquiries to Ben Correy, phone (03) 6429 8712, email [ben.correy@parks.tas.gov.au](mailto:ben.correy@parks.tas.gov.au).

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3185, fax (03) 6233 3682, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

*Operations*

**Ranger (330805).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Southern Region initially based at Tasman (Three Capes Track Project).

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

A percentage salary loading may be payable in addition to the annual award salary for those employees who are authorised to undertake work on weekends, public holidays, outside normal working hours and for performing first aid duties.

Duties:—Assist the Ranger-In-Charge with the management of field centre operations and resources for the conservation and sustainable use of natural and cultural resources. Support the planning and delivery of the Three Capes Track Project (3CT).

Essential Requirements:—A minimum of five years experience in reserve management or equivalent experience. A workplace Level 2 First Aid Certificate. To access Band 4 Range 2 salary levels the following is essential: A Diploma in Conservation and Land Management or other qualifications deemed equivalent.

Desirable Requirements:—A Diploma in Conservation and Land Management or other qualifications deemed equivalent. A current motor vehicle driver's licence.

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

Enquiries to Justin Helmich, mobile 0488 135 045, email [justin.helmich@parks.tas.gov.au](mailto:justin.helmich@parks.tas.gov.au).

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3185, fax (03) 6233 3682, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

*Visitor Services*

**Interpretation Officer (Publications) (705866).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

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

Location:—Hobart.

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

Duties:—Design and produce high quality, relevant, timely and up-to-date interpretive and information publications in print, digital and on-line formats for the Parks and Wildlife Service. Provide advice, co-ordination and support to regional and Hobart office staff to ensure publications comply with quality and style standards identified in the Tasmanian Government and PWS Style Guides. Lead processes to identify the most effective and efficient publication methodologies, including standard print production, on-line provision, digital books and social media opportunities.

Desirable Requirements:—Tertiary level qualifications in graphic design or a related discipline. Current motor vehicle drivers licence.

Enquiries to Andrew Smith, phone (03) 6165 4299, email [Andrew.Smith@parks.tas.gov.au](mailto:Andrew.Smith@parks.tas.gov.au).

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3185, fax (03) 6233 3682, email [job.applications@dpiuwe.tas.gov.au](mailto:job.applications@dpiuwe.tas.gov.au).

TREASURY AND FINANCE  
REVENUE, GAMING AND LICENSING DIVISION  
*Liquor and Gaming Branch*

**Senior Compliance Analyst (724314).**

Applications Close:—Friday, 7 March 2014.

Salary:—\$74,022 – \$77,411 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time or part-time no less than 0.8 FTE.

Location:—Hobart.

Duties:—Provide high level technical support in relation to the approval and ongoing audit of gaming equipment and operations and/or high level technical advice in relation to the establishment and maintenance of effective systems to approve and monitor the operation of gaming devices, gaming equipment and gaming systems used in all forms of gaming, particularly interactive gaming and wagering activities and the operation of betting exchanges.

In the context of the selection criteria, to be successful in the position applicants will have:—strong analytical skills, including the ability to provide sound recommendations for action and good interpersonal skills, particularly in dealing with a range of internal and external stakeholders.

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

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

Enquiries to Annette McLean-Aherne, Principal Compliance Officer, Liquor and Gaming Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart, TAS 7001, phone (03) 6166 4318, email [annette.mclean-aherne@treasury.tas.gov.au](mailto:annette.mclean-aherne@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, fax (03) 6233 3851, 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>
Education	Pharmacist	S. Macdonald	6 months	01.02.14
Health & Human Services & Tasmanian Health Organisations	Pathology Laboratory Assistant	B. Moell	6 months	10.02.14
Health & Human Services & Tasmanian Health Organisations	Policy Officer	C. Rovere	6 months	28.02.14
Health & Human Services & Tasmanian Health Organisations	Senior Physiotherapist - Continence and Women's Health	C. Andrews	Nil	05.02.14
Health & Human Services & Tasmanian Health Organisations	Hospital Aide	D. Grant	6 months	24.02.14
Health & Human Services & Tasmanian Health Organisations	Pharmacist	L. Shirley	6 months	03.02.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	B. Reszke	6 months	17.02.14
Health & Human Services & Tasmanian Health Organisations	Director of Surgery	B. Kirkby	6 months	17.02.14
Health & Human Services & Tasmanian Health Organisations	Specialist Medical Practitioner	A. Thomas	6 months	17.02.14
Health & Human Services & Tasmanian Health Organisations	Pharmacist	S. Fowler	6 months	01.02.14
Health & Human Services & Tasmanian Health Organisations	Paramedic	D. Munting	6 months	31.01.14
Health & Human Services & Tasmanian Health Organisations	Paramedic	C. Collins	6 months	31.01.14
Health & Human Services & Tasmanian Health Organisations	Infant Hearing Screener	J. Holbrow	6 months	03.02.14
Health & Human Services & Tasmanian Health Organisations	Policy Officer	C. Kupisiewicz	6 months	18.03.14

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	K. Riewoldt	Advanced Skills Teacher	20.12.13
Health & Human Services & Tasmanian Health Organisations	S. Gallahar	Nurse Unit Manager	17.02.14
Health & Human Services & Tasmanian Health Organisations	A. Clifford	Child Protection Liaison Officer - RHH	24.03.14
Premier & Cabinet	J. Miller	Project Officer	17.02.14
Primary Industries, Parks, Water & Environment	A. Scurrah	Ranger Wildlife Operations	19.02.14

### *Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Executive Assistant	R. Stride	14.02.14
Education	Teacher	E. Blythe-Cooper	31.12.13
Health & Human Services & Tasmanian Health Organisations	Speech Pathologist	T. Chappell	14.02.14
Health & Human Services & Tasmanian Health Organisations	Foot Care/Therapy Assistant	H. Downing	14.02.14
Health & Human Services & Tasmanian Health Organisations	Child Protection Worker	R. Parke	01.01.14
Health & Human Services & Tasmanian Health Organisations	Professional Officer - Allied Health	R. Ebert	31.01.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. Fenwick	07.02.14
Infrastructure, Energy & Resources	Road Safety Consultant	R. Coulson	21.02.14

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher Assistant	J. Banham	19.12.13
Education	Teacher	S. Morris	20.12.13
Education	Teacher	M. Bolton	31.12.13
Education	Teacher	A. Davis	20.12.13
Education	Teacher	W. Powell	31.12.13
Education	Teacher	L. White	20.12.13
Education	Teacher Assistant	G. Moore	20.11.13
Education	Teacher Assistant	P. Graham	20.12.13
Education	Teacher	P. Findlay	31.12.13
Education	Teacher	R. Sargent	13.12.13
Education	Teacher	H. Fitzgerald	13.12.13
Education	Teacher Assistant	J. Ross	18.12.13
Education	Teacher	I. Timmins	13.12.13
Health & Human Services & Tasmanian Health Organisations	Driver	B. Catlin	14.02.14
Justice	Senior Inspector Mines	T. Marshall	21.02.14

*Termination of Permanent Employees*

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



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