



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
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INCLUDING G.S.T.

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

## Vacancies—General Information

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

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

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

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**

#### EDUCATION

##### LEARNING SERVICES

*Learning Services (North-West)*

Port Sorell Primary School

#### **Teacher (K-6), Port Sorell Primary School (965853).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$54,732 – \$88,242 p.a.

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

Location:—Port Sorell 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 Samantha Abblitt, Department of Education, phone (03) 6422 2222, email *samantha.abblitt@education.tas.gov.au*.

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

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

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

#### EDUCATION

##### LEARNING SERVICES

*Learning Services (South)*

Kingston High School

#### **Laboratory Technician, Kingston High School (981167).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.50 Hours per fortnight.

Location:—Kingston High.

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

Essential Requirements:—Certificate III or IV in Laboratory Techniques, 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 Lee-Anne Riddell, Department of Education, phone (03) 6283 1222, email *leanne.riddell@education.tas.gov.au*.

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

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

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

EDUCATION  
LEARNING SERVICES  
*Learning Services (South)*  
Ogilvie High School

**Canteen Assistant, Ogilvie High School (2 Vacancies).**

Applications Close:—Friday, 22 August 2014.

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

Tasmanian State Service Award, General Stream, Band 1.

Vacancy No. 968525.

Permanent part-time 10 hour per fortnight 40 weeks per year.

Location:—Ogilvie High School.

Vacancy No. 968526.

Permanent part-time 50 hour per fortnight 40 weeks per year.

Location:—Ogilvie High School.

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

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

Enquiries to Cindy McDonald, Business Manager, Department of Education, phone 0409 545 779, email cindy.mcdonald@education.tas.gov.au.

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

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

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

EDUCATION  
LEARNING SERVICES  
*Learning Services (South)*  
Snug Primary School

**Education Facility Attendant (Grounds and Cleaning), Snug Primary School (964758).**

Applications Close:—Friday, 22 August 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 28 hours per fortnight.

Location:—Snug 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 Sue Hastie, Principal, Department of Education, phone (03) 6267 9230, email sue.hastie@education.tas.gov.au.

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

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

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

EDUCATION  
LEARNING SERVICES  
*Learning Services (South)*  
Windermere Primary School

**Education Facility Attendant, Cleaning (954100).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$37,063 – \$56,002 p.a.

Miscellaneous Workers (Public Sector) Award, Education Facility Attendant, Level 1-3.

Permanent full-time 80 hours per fortnight, 52 weeks per year.

Location:—Windermere Primary School.

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

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

Enquiries to Jenny Leppard, Principal, Department of Education, phone (03) 6249 0600, email jenny.leppard@education.tas.gov.au.

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:— Electronic applications must be submitted in 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

*Disability, Housing and Community Services*

Disability and Community Services

**Psychologist (TADS) (518808).**

Applications Close:—Friday, 22 August 2014.

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

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

Fixed-term full-time day work (part-time hours may be considered by negotiation).

Location:—Disability and Community Services, Tasmanian Autism Diagnostic Service, Statewide (see Note below).

PLEASE NOTE: Service Location:—Although the services clinic is currently primarily based in Hobart, it meets the needs of the children, young people and their families, on a statewide basis. The service is commencing a new initiative by providing a pilot outreach service with a clinician based in the North or North West of the state if possible.

As it is a statewide service, the successful applicant will need to share with the current team a preparedness to regularly travel, including overnight stays in regional locations as required if the successful applicant is based in Hobart.

Duties:—Within the statewide Tasmanian Autism Diagnostic Service (TADS), provide evidence-based comprehensive and independent autism diagnostic assessments for children and young people up to 18 years of age, in accordance with Agency policy and direction, legal requirements and professional competence.

Selection criteria includes:—Registered psychologist with relevant tertiary qualifications and clinical experience in the human services sector.

Strong knowledge and understanding of contemporary approaches to diagnostic assessment and clinical interventions for people with Autism Spectrum Disorder. Demonstrated knowledge and experience in working with children and their families. Demonstrated ability to consult and liaise with other services and agencies within the context of undertaking comprehensive clinical assessments. Experience working in the field of autism will be an advantage.

Proven high level verbal and written communication skills, including interpersonal skills in establishing and maintaining staff and client relationships, including working collaboratively in a small team setting.

Desirable Requirements:—Current Driver's Licence.

Training in the Autism Diagnostic Observation Schedule 2 and/or Autism Diagnostic Interview, revised.

\*\* Important Note: \*\*, While training specifically in ADOS2 and/or ADI is desirable, it is not an essential pre-requisite for selection. TADS would be in a position to provide this training to the successful applicant.

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

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

\*\* Prospective applicants please note: \*\*.

Any prospective or interested applicants to this exciting initiative are strongly encouraged to contact the Manager, Ruth McBrien (contact details below) for further information about the position, and clarification about the position location and desirable requirements.

Enquiries to Ruth McBrien, Manager, Tasmanian Autism Diagnostic Service, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 7629, email ruth.mcbrien@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Administrative Officer (517175).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$54,267 – \$59,071 pro rata, per annum.

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

Permanent part-time day worker, working 34 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

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

Duties:—Provide specialised administrative and clerical support services in a multi-disciplinary environment to clients, staff, contractors and management to ensure efficient and effective respiratory service delivery for North and North West Tasmania.

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

Desirable Requirements:—Holds a certificate in computer systems management or similar.

Holds a certificate or possess extensive experience in health related front office management, database management and administration.

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

Enquiries to Robyn Liddington, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7518, email [robyn.liddington@dhhs.tas.gov.au](mailto:robyn.liddington@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Clinical Lead, Occupational Therapy (503802).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$117,451 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 5 Grade 3.

Permanent full-time day work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Occupational Therapy Department, Launceston General Hospital.

Promote, develop, manage and co-ordinate the provision of a cohesive Occupational Therapy (OT) Service in the Northern Tasmania region.

Promote and maintain optimal patient care in all areas of the service.

Evaluate and provide advice about existing and future occupational therapy service.

Provide advice to other programs on professional and service issues.

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

Essential Requirements:—Registered with the Occupational Therapy Board of Australia.

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

Enquiries to Stewart Millar, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7248, email [stewart.millar@dhhs.tas.gov.au](mailto:stewart.millar@dhhs.tas.gov.au).

Please do not send applications to the Contact Person.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**House Services Assistant (2 Vacancies).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$41,286 – \$43,027 p.a.

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

Vacancy No. 503554.

Permanent full-time day work, working 76 hours per fortnight, commencing 31 August 2014.

Location:—House Services Department, Launceston General Hospital.

Vacancy No. 520261.

Fixed-term full-time shift work, working 76 hours per fortnight. Commencing 31 August 2014 until 28 February 2015. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—House Services Department, Launceston General Hospital.

To clean allocated areas in compliance with established procedures and protocols.

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

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

Enquiries to Colleen Horton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7482, email [colleen.horton@dhhs.tas.gov.au](mailto:colleen.horton@dhhs.tas.gov.au).

Please do not send applications to the Contact Person.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

**Registered Nurse, Transition to Practice (Graduate Nurse) THO, North (521023).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$57,286 pro rata, per annum.

Nurses (TPS) Award, Grade 3 Year 1 Transition to Practice.

Fixed-term part-time and full-time, shift work and day work. To commence early 2015. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Launceston General Hospital, Primary Health and Mental Health.

Duties:—The Registered Nurse, Transition to Practice:—Strengthens health outcomes through the provision of safe, quality, clinically-appropriate nursing care in partnership with patients/clients, their families and other health professionals.

Actively participates in Transition to Practice activities to assist in the transition to the role of Registered Nurse.

Tasmanian Health Organisation – North seeks applications for Registered Nurse Transition to Practice positions. Transition to Practice positions provide inexperienced nurses with a structured orientation period and professional development in a welcoming and supportive environment. Newly registered nurses are encouraged to apply for positions commencing in early (January to May) 2015.

Please note: This application is for Tasmanian Health Organisation – North. If you wish to apply to Tasmanian Health Organisation – South or Tasmanian Health Organisation – North West, separate applications will be required. Applications close Friday, 22 August 2014. You are encouraged to find out more by visiting [www.dhhs.tas.gov.au/transition](http://www.dhhs.tas.gov.au/transition) or by contacting the Co-ordinators (details below).

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

Desirable Requirements:—Less than six months experience as a Registered Nurse.

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

Driver's Licence (Community Health Nurse positions only).

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

Enquiries to Denise Wilson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7418, email [denise.wilson@dhhs.tas.gov.au](mailto:denise.wilson@dhhs.tas.gov.au) or Sharon Bush, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2018, email [sharon.bush@dhhs.tas.gov.au](mailto:sharon.bush@dhhs.tas.gov.au).

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

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

TASMANIAN HEALTH ORGANISATION, NORTH

*Launceston General Hospital*

#### **Staff Specialist (Paediatrics) (504885).**

Applications Close:—Friday, 22 August 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 full-time day work (on call), working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with successful applicant. To commence 22 December 2014 until 23 January 2015.

Location:—Paediatrics LGH.

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

Duties:—To provide quality specialist medical services to the Launceston General Hospital within the limits of specified clinical privileges.

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

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

You are encouraged to apply online or forward your hard copy application, quoting the vacancy number, to: Recruitment Services, Human Resources, Department of Health and Human Services, P.O. Box 1963 Launceston 7250.

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

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

Community Nursing Service

#### **Nurse Practitioner, Wound Management (Primary Health) (522000).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$106,274 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 8, Level 3.

Permanent full-time day work, working 76 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:—Allambi Building, Howick Street, Launceston.

Duties:—Within a primary health care framework, and in accordance with Agency policy and procedures, the Nurse Practitioner (NP) is responsible, within the defined scope of practice, for high level clinical leadership in the development, provision and evaluation of Wound Management in Primary Health North that ensures optimal patient/client/family and community outcomes.

The NP is responsible for evaluating and implementing changes to clinical practice, initiating research and quality improvement activities and will act as a leader, advisor and mentor for other nurses and clinicians to ensure high level clinical excellence in the field of Wound Management.

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

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia and endorsed to practice as a nurse practitioner.

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

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

Enquiries to Susan Crave, A/Area Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5500, email [susan.crave@dhhs.tas.gov.au](mailto:susan.crave@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

Community Nursing Service

**Project Nurse, Better Access to Community Care (521732).**

Applications Close:—Friday, 22 August 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 full-time day work, working 76 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence 1 September 2014 until 30 June 2015.

Location:—Area Management North, Kelham Street, Launceston.

Duties:—The Project Officer role is to support the implementation of the Program-Better Access to Community Care (BACC). The Objectives of the program are to ensure the transfer and clinical handover of care between the acute setting (hospital) and the community is integrated and seamless for client/patient, their family and carers through effective liaison, communication and co-ordination of services.

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

Desirable Requirements:—Relevant tertiary qualifications.

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

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

Enquiries to Fay Walsh, Department of Health and Human Services and Tasmanian Health Organisations, Assistant Director of Nursing, System and Purchasing and Performance, Level 5-24 Davey Street, Hobart, 7000, phone (03) 6166 1076, mobile 0428 556 979, email [fay.walsh@dhhs.tas.gov.au](mailto:fay.walsh@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

*Primary Health Services North*

St Helens District Hospital

**Registered Nurse (504193).**

Applications Close:—Friday, 22 August 2014.

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

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

Fixed-term casual shift work (fully rotational), working as and when required. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible to 22 August 2016.

Location:—St Helens District Hospital.

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:—St Helens District Hospital is a 10 bed, 4 Bay ED, rural health facility on the spectacular East Coast of Tasmania. The successful applicant will interact effectively with patients' or clients' families and other health team members to facilitate the provision of optimum patient or client care. The role includes Emergency presentations and subacute ward duties, within a roster with minimal staff.

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

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

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

Enquiries to Denise Callister, Director of Nursing, 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).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

**THO-North West, Transition to Practice 2015 Intake.**

Applications Close:—Friday, 22 August 2014.

Salary:—\$57,286 pro rata, per annum.

Nurses (TPS) Award, Grade 3, Year 1, Transition to Practice.

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

Location:—THO North West.

Who are we?

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

Who are we looking for?

We are seeking motivated and enthusiastic new graduates who have less than six months experience working as a Registered Nurse. We are seeking a group of grads who are passionate about continuing their learning and developing their skills in a dynamic and supportive environment on the North West Coast. THO-North West is offering positions at the North West Regional Hospital, Mersey Community Hospital, Mental Health and District Hospitals for the 2015 intake.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

5 Transition specific study days.

Commitment to ongoing professional development, with the opportunity to apply for the Advancing Practice Program in your second year.

For more information, please contact the following THO-North West Transition to Practice Co-ordinators:—

North West Regional Hospital/Smithton District Hospital/  
Mental Health: Michelle Frankcombe on 6430 6784 or  
email [michelle.frankcombe@dhhs.tas.gov.au](mailto:michelle.frankcombe@dhhs.tas.gov.au).

Mersey Community Hospital/West Coast District  
Hospital: Judy Van Tatenhove on 6426 5200 or email  
[judy.vantatenhove@dhhs.tas.gov.au](mailto:judy.vantatenhove@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.

Positions are also offered in the agencies listed below:—

Tasmanian Health Organisation, North.

Tasmanian Health Organisation, South.

Please note: Separate applications are required for each agency you wish to work for.

Desirable Requirements:—Less than six months experience as a Registered Nurse.

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

Driver's Licence (Community Health Nurse positions only).

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

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

### *Clinical Nurse Educator/Clinical Midwife Educator (518832).*

Applications Close:—Friday, 22 August 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 64 hours per fortnight.

Location:—Practice Development Unit Nursing and Midwifery.

The Tasmanian Health Organisation, South is seeking a part-time Clinical Nurse Educator to work in Medical Services.

Duties:—The role of the Clinical Nurse Educator (CNE) for Medical Services is to facilitate and support the development of the nursing and midwifery workforce through working within a Practice Development framework that fosters research, and the implementation of evidence-based knowledge and person-centred care, to support education and professional development.

The CNE for Medical Services will be required to provide ongoing education and development opportunities to clinical nursing staff primarily across the medical precinct of IBSouth and IBNorth at RHH. The CNE in Medical Services is expected to work as part of the overall nursing education and leadership team for the service and THO-South.

This role requires clinical expertise and experience in acute medical nursing, strong communication, team work and leadership skills, as well as having an understanding and experience in education and practice development principles. The CNE is expected to liaise closely with the NUMs and CNCs in Medical Services to identify, plan, implement and evaluate learning needs for the nursing workforce.

The CNE is expected to work in accordance with the strategic directions of the DHHS, THO-South and the Practice Development Unit.

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

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

Enquiries to Erin McLeod, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8786, email [erin.mcleod@dhhs.tas.gov.au](mailto:erin.mcleod@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application, quoting the vacancy number, to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

**Registered Nurse, Transition to Practice 2015 (THO-South).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$57,286 pro rata, per annum.

Nurses (TPS) Award, Grade 3, Year 1, Transition to Practice.

Fixed-term part-time 64 hours per fortnight, commencing early 2015.

Location:—Tasmanian Health Organisation, South.

Duties:—The Department of Health and Human Services seeks applications for Registered Nurse Transition to Practice positions. Transition to Practice positions provide inexperienced nurses with a structured orientation period and professional development in a welcoming and supportive environment. Newly registered nurses are encouraged to apply for positions commencing in early (January to May) 2015.

Please note: separate applications are required for each agency you wish to work for. Applications close 22nd August 2014. You are encouraged to find out more by visiting [www.dhhs.tas.gov.au/transition](http://www.dhhs.tas.gov.au/transition). Contact details for Transition to Practice Co-ordinators are available via the website.

Desirable Requirements:—Less than six months experience as a Registered Nurse.

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

Driver's Licence (Community Health Nurse positions only).

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

Enquiries to Annette Moore, Department of Health and Human Services and Tasmanian Health Organisations, email [annette.moore@dhhs.tas.gov.au](mailto:annette.moore@dhhs.tas.gov.au) or Alison Natera, Department of Health and Human Services and Tasmanian Health Organisations, email [alison.natera@dhhs.tas.gov.au](mailto:alison.natera@dhhs.tas.gov.au) or Tonia Blackwood, Department of Health and Human Services and Tasmanian Health Organisations, email [tonia.blackwood@dhhs.tas.gov.au](mailto:tonia.blackwood@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application, quoting the vacancy number, to: Stafflink HR, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Anatomical Pathology Supervisor/Anatomical Pathologist  
(Re-advertised) (521940).**

Applications Close:—Friday, 5 September 2014.

Salary:—\$132,011 – \$184,815 p.a.

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

Fixed-term full-time day work, working 76 hours per fortnight, commencing As soon as possible until 2 February 2016.

Location:—Pathology Services, Royal Hobart Hospital.

The Tasmanian Health Organisation South is seeking applications from suitably qualified medical practitioners to fill the dual role of Anatomical Pathology Supervisor for Tasmania and Staff Specialist Anatomical Pathologist working in Anatomical Pathology at Royal Hobart Hospital.

Duties:—The role of the Anatomical Pathology Supervisor is to expand the education of anatomical pathology in Tasmania through the development and implementation of education and training in anatomical pathology for all relevant staff but primarily for pathology trainees, other medical trainees and undergraduate trainees. The percentage of time spent in this role will depend on the experience of the successful applicant with less experienced applicants being more supported and having a greater share of the role taken up by the more experienced Pathologists in the Department.

The Anatomical Pathologist's role will primarily be to assist the other Anatomical Pathologists to provide clinical anatomical pathology services to Royal Hobart Hospital. In this role there is the opportunity to gain experience and training in the sub-speciality areas of renal pathology, neuropathology and gynaec-oncology.

The successful applicant will be required to divide their time equally between the role of Anatomical Pathology Supervisor and Staff Anatomical Pathology. They will need to participate in the provision of histopathology, cytopathology and the non-coronial autopsy service at the Royal Hobart Hospital and will be involved in clinical meetings, registrar training and supervision and undergraduate and other postgraduate teaching.

Desirable Requirements:—Consultant Pathologist with Fellow of the Royal College of Pathologists of Australasia (FRCPA) or relevant equivalent qualification.

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

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

Enquiries to Dr Vince Murdolo, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8410, email [vince.murdolo@dhhs.tas.gov.au](mailto:vince.murdolo@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application, quoting the vacancy number, to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Chief Radiographer (Re-advertised) (510151).**

Applications Close:—Friday, 12 September 2014.

Salary:—\$120,897 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 5, Grade 4.

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

Location:—Medical Imaging Department, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking a permanent Chief Radiographer to work in the Medical Imaging Department located at the Royal Hobart Hospital.

Duties:—You will be responsible for the line management of Radiographers, Sonographers and Nuclear Medicine Technologists in the Imaging Service, and optimising the financial, human resource and physical resource management within the Department of Medical Imaging through working collaboratively with the Director of Medical Imaging and other senior Medical Imaging staff.

You will ensure the provision of quality medical imaging services to patients of THO-South by ensuring that images produced meet standards set by the Director Medical Imaging, and that imaging staff comply with practice as defined by the Medical Radiation Practice Board of Australia, and in accordance with the Health Practitioner Regulation National Law Act 2010. You will participate as an effective member of Clinical Support Services and Allied Health Professional Services (AHPS), in the implementation of strategic direction, review and evaluation of services, development of policies, clinical governance and improvement of business practices.

Desirable Requirements:—Completion of a post-graduate qualification relevant to the management of medical imaging services.

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 and crimes involving dishonesty. 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 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*

#### **Genetic Pathology Supervisor (Re-advertised) (521818).**

Applications Close:—Friday, 5 September 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 work (with on-call), working 38 hours per fortnight, commencing As soon as possible for two years.

Location:—Pathology Services, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is currently seeking a part-time Genetic Pathology Supervisor to work in Pathology Services located at Royal Hobart Hospital.

Duties:—In the role of Genetic Pathology Supervisor, you are expected to expand education about genetic pathology in Tasmania through development and implementation of education and training in genetics into the education programs for pathology trainees, other medical trainees and undergraduate medical trainees, as well as other relevant staff, to ensure up-to-date knowledge in the use and service provision of genetic pathology.

Your duties also include actively pursuing improved outcomes in genetics by participating in relevant teaching, research and quality, and provision of diagnostic services in molecular and cytogenetics in Tasmanian pathology services.

Desirable Requirements:—Consultant Pathologist with Fellow of the Royal College of Pathologists (FRCPA) or relevant equivalent qualification.

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

Enquiries to Dr Vince Murdolo, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8416, email vince.murdolo@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application, quoting the vacancy number, to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001.

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH

*Complex Chronic and Community Services*

#### **Clinical Nurse Specialist, ASSAT ACAT Assessor (516477).**

Applications Close:—Friday, 29 August 2014.

Salary:—\$79,622 – \$83,323 pro rata, per annum.

Nurses (TPS) Award, Registered Nurse, Grade 5, Year 1 to Grade 5, Year 4.

Fixed-term full-time day work, working 76 hours per fortnight, commencing as soon as possible until 27 April 2015.

Location:—Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking a Clinical Nurse Specialist to provide discipline-specific expertise, support and advice within the Aged Services Southern Area Team (ASSAT), acute hospitals and Royal Hobart Hospital (RHH) offsite units with regard to Aged Care Assessment Team (ACAT) assessment and services.

Duties:—In consultation with members of the ASSAT, receive and respond to referrals in a timely manner.

As the key RHH contact for ACAT, undertake assessments and co-ordinate referrals to the service, to ensure timely assessment for patients.

Act as a resource for ward/allied health staff, for information and advice on the ACAT, community and residential care options within the THO South, participating in-service education as required, providing expert clinical consultancy and leadership.

Utilise a significant degree of independent clinical judgement while applying advanced clinical nursing expertise in the area of aged care assessment.

Conduct comprehensive assessments of the restorative, physical, medical, psychological, cultural and social needs of people referred to the RHH for ACAT assessment, which includes liaising and consulting with clients, other ASSAT members, medical personnel, carers/family and appropriate service providers to identify appropriate care options.

Provide needs-based information, support and advocacy to clients and carers throughout the assessment, referring to appropriate personnel as necessary. Ensuring that clients understand and are able to exercise their rights, including confidentiality and privacy.

Desirable Requirements:—Post-graduate qualifications, or proven experience in the assessment and management of clients with aged care issues and dementia.

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 Heather Nichols, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7013, email [heather.nichols@dhhs.tas.gov.au](mailto:heather.nichols@dhhs.tas.gov.au).

You are encouraged to apply online or forward your hard copy application, quoting the vacancy number, to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001.

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Medicine Services*

### **Enrolled Nurse, Cardiology (513674).**

Applications Close:—Friday, 22 August 2014.

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

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

Permanent part-time 64 hours per fortnight, fully rotational shift work.

Location:—Royal Hobart Hospital, Ward 2D, Cardiothoracic.

Duties:—Deliver evidenced base care in accordance with the nursing care plan under the direction and supervision of the registered nurse/midwife and contribute to the development of patient/client nursing care plans, the evaluation of care and healthcare information in collaboration with the registered nurse/midwife.

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

Enquiries to Jenni Young, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0417 560 289, email [jenni.young@dhhs.tas.gov.au](mailto:jenni.young@dhhs.tas.gov.au).

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

Stafflink HR, G.P.O. Box 1061, Hobart 7001.

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## JUSTICE

### BIRTHS DEATHS AND MARRIAGES

#### **Senior Search Clerk (350343).**

Applications Close:—Friday, 22 August 2014.

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

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 73.50 hours per fortnight until 28 July 2015.

Location:—Hobart.

Duties:—Provide effective delivery of professional service to clients of the Registry, particularly in relation to records of births, deaths, marriages, legitimations, adoptions, registration of change of name and change of sex, relationships and miscellaneous registrations. Check, accept or reject applications for searches of the registers, subject to access policies and privacy constraints and control timely issue of the appropriate resultant documentation.

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

Desirable Requirements:—Demonstrated understanding of the role of the Office of Births, Deaths and Marriages, and comprehensive knowledge of the relevant State Service procedures and legislation, or the demonstrated ability to acquire such knowledge within a reasonable time frame. Demonstrated ability to research, interpret and apply award, legislative and Government/departmental policies and procedures.

Enquiries to Ann Owen, Manager, Births, Deaths and Marriages, Department of Justice, phone (03) 6165 3451, email [ann.owen@justice.tas.gov.au](mailto:ann.owen@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](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 Ann Owen on (03) 6165 3451.

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

### CORPORATE SUPPORT AND STRATEGY

#### *Human Resources Branch*

#### **Human Resources Advisor (356069).**

Applications Close:—Friday, 22 August 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:—Run fortnightly leave accruals, opening payrolls, running gathers and calculations and interfaces associated with the payroll and assisting in changing cost centre codes as requested, including co-ordinating all data and reconciliation and associated reports. Undertake the accurate and timely completion of complex payroll and pay and conditions tasks and recruitment and establishment tasks in accordance with agreed procedures and performance standards. Assist in user training and the development of training aids and manuals and provide advice and guidance to operational staff.

Desirable Requirements:—Extensive knowledge of and experience in human resources processes, especially in the fields of pay and conditions management. Sound knowledge and understanding of State Service procedures and legislation and experience in the delivery of client services or a demonstrated capacity to develop such knowledge within a reasonable time frame.

Enquiries to Susan Johnson, Acting Manager Operations, Human Resources, Corporate Support and Strategy, Department of Justice, phone (03) 6165 4915, email [susan.johnson@justice.tas.gov.au](mailto:susan.johnson@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](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 Glenn Cassidy on (03) 6165 4910.

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

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

## JUSTICE

### TASMANIA PRISON SERVICE

#### **Policy Officer (350521).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$74,022 – \$77,411 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Risdon.

Duties:—Take the lead on developing policies that progress the Government's and TPS's strategic direction and priorities. Provide high level support and advice to the Manager, Directorate Office and Senior Management Team. Contribute to the safety, security and good order of the prison system by researching, developing, evaluating and reviewing TPS policies, procedures and associated corporate documents.

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.

Desirable Requirements:—A thorough understanding of the legislation, standards and guidelines that inform prison policy or demonstrated ability to acquire such understanding within a reasonable timeframe. Effective leadership skills with the ability to persuade others to work cooperatively to resolve problems. Ability to undertake research and analysis, formulate appropriate policy options and prepare complex documents.

Enquiries to Jackie Campbell, Team Leader Policy Unit, Directorate Office, Tasmania Prison Service, Department of Justice, phone (03) 6216 8125, email [jackie.campbell@justice.tas.gov.au](mailto:jackie.campbell@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](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 Jackie Campbell on (03) 6216 8125.

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

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

## JUSTICE

### TASMANIA PRISON SERVICE

#### *Office of Director of Prisons*

#### **Manager, Directorate Office (355066).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$95,836 – \$102,362 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time 73.50 hours per fortnight.

Location:—Risdon.

Duties:—Work closely with the Office of the Secretary and other key stakeholders to implement the Government's initiatives and priorities. As part of the TPS Senior Management Team, set the strategic direction and organisational objectives for the TPS. Provide high level advice to the Minister, Director of Corrective Services and Senior Management Team. Co-ordinate and prepare high level documents including ministerial briefings, reports and conference papers.

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

The following checks are to be conducted:—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.

**Desirable Requirements:**—Demonstrated experience and high level strategic, business-planning and decision making skills. High level management experience and effective leadership skills with the ability to persuade others to work cooperatively to resolve problems. High level analytical skills with experience of setting and achieving KPI targets. Proven ability to work in a complex environment with a strong focus on service delivery and the successful delivery of outcomes.

Enquiries to Brian Edwards, Director of Prisons, Tasmanian Prison Service, Department of Justice, phone (03) 6216 8043, email [brian.edwards@justice.tas.gov.au](mailto:brian.edwards@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](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 Brian Edwards on (03) 6216 8043.

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

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

## STATE GROWTH

### INFRASTRUCTURE TASMANIA

#### **Chief Executive Officer (372599).**

Applications Close:—Friday, 22 August 2014.

Salary:—To be negotiated.

Equivalent Specialist.

Contract Position.

Location:—Hobart.

**Duties:**—Provide high level strategic and authoritative advice to Ministers through the Secretary on the current and future infrastructure needs of Tasmania. This will include specific outputs such as annual reporting on the activities of Infrastructure Tasmania (ITas).

Assess and prioritise all major publicly funded economic infrastructure investment proposals (above a certain strategic value threshold), including development of a robust and transparent assessment methodology, within the context of existing government policy parameters.

Ensure a co-ordinated and planned approach to the provision of all major economic infrastructure in Tasmania, including rail, major roads, energy, ports and water and sewerage.

Complete tasks and investigations at the request of the Government, consistent with the agreed functions of ITas.

Develop and maintain strategic and influential relationships at the highest levels of Government and proactively manage relationships with external stakeholders, including the Australian Government and Infrastructure Australia.

Co-ordinate all economic infrastructure funding submissions under State and Commonwealth budget processes.

Support the implementation of the Government's policy in relation to infrastructure, with an initial focus on transport.

Lead and manage ITas' human, physical and resources in the planning and delivery of ITas' work program.

**Desirable Requirements:**—Relevant tertiary qualifications.

Extensive experience and achievement in managing commercial or government infrastructure or similar industry.

Enquiries to Gary Swain, Deputy Secretary, Department of State Growth, Level 10, 10 Murray Street, Hobart, phone (03) 6166 3490, email [gary.swain@stategrowth.tas.gov.au](mailto:gary.swain@stategrowth.tas.gov.au).

Applications to HR Operations, Department of State Growth, G.P.O. Box 536, Hobart 7001, phone (03) 6166 3311, email [recruitment@stategrowth.tas.gov.au](mailto:recruitment@stategrowth.tas.gov.au).

## TREASURY AND FINANCE

### BUDGET AND FINANCE DIVISION

#### *Procurement and Property Branch*

#### **Assistant Director, Strategic Property Management (723738).**

Applications Close:—Friday, 22 August 2014.

Salary:—\$105,036 – \$113,137 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time or part-time, no less than 0.8 FTE.

Location:—Hobart.

**Duties:**—The Assistant Director, as a senior member of the Procurement and Property Branch, will:—Identify and develop solutions to strategic property management, office accommodation and property disposal issues;

contribute to the achievement of corporate objectives through the provision of authoritative advice to the Government and agencies on policies and procedures in relation to office accommodation management and property disposal matters; and

assist with the management of the Branch to deliver effective and efficient property services, including the management of Crown owned and major leased office accommodation, the disposal of non-strategic surplus Crown properties and the development of policies and procedures for property management.

In the context of the selection criteria, to be successful in the position applicants will have:—have excellent communication, negotiation and relationship management skills; have the ability to identify and understand complex problems and develop and implement appropriate solutions, both in a policy development and operational environment; demonstrate leadership and management skills with a strong people focus and the ability to achieve high standards of performance.

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

Enquiries to Paul Kingston, Director, Procurement and Property Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart, TAS 7001, phone (03) 6166 4411, email [paul.kingston@treasury.tas.gov.au](mailto:paul.kingston@treasury.tas.gov.au).

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart, TAS 7001, phone (03) 6166 4450, email [recruitment@treasury.tas.gov.au](mailto:recruitment@treasury.tas.gov.au).

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

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Teacher	T. King	12 months	21.07.14
Education	Canteen Supervisor	A. Hansen	6 months	31.07.14
Education	Teacher	C. Banfield	12 months	21.07.14
Education	Teacher Assistant	P. Woodberry	6 months	21.07.14
Education	Teacher	S. Osborne	12 months	21.07.14
Education	Teacher Assistant	B. Keeley	6 months	21.07.14
Education	Teacher	E. Butler	12 months	21.07.14
Education	Teacher Assistant	E. Fergus	6 months	04.08.14
Education	Teacher	C. Watt	12 months	21.07.14
Education	Advanced Skills Teacher	G. Hughes	12 months	21.07.14
Education	Teacher Assistant	A. Martin	6 months	21.07.14
Education	Teacher	F. Bateman	12 months	21.07.14
Education	Teacher Assistant	S. Lang	6 months	04.08.14
Education	Teacher	N. Walker	12 months	21.07.14
Education	Laboratory Technician	M. Marshall	6 months	07.07.14
Education	Teacher Assistant	D. Walton	6 months	30.06.14
Education	Teacher	S. Mawer	12 months	21.07.14
Education	Teacher Assistant	A. Hardy	6 months	04.08.14
Education	Teacher	M. Taylor	12 months	21.07.14
Education	Manager Information Services and Access	E. McKenzie	6 months	20.08.14
Education	Teacher Assistant	M. Werne	6 months	11.06.14
Education	Teacher	J. Cripps	12 months	21.07.14
Education	Teacher Assistant	L. Templeton	6 months	04.08.14
Education	Teacher	M. Sims	12 months	21.07.14
Education	School Psychologist	L. Karafilis	12 months	27.06.14
Education	Teacher	L. White	12 months	21.07.14
Education	Teacher Assistant	L. Bester	6 months	04.08.14
Education	Teacher	N. Pearson	12 months	21.07.14
Education	Community Inclusion Worker	K. Mulcahy	6 months	21.07.14
Education	School Psychologist	P. Cooper	12 months	27.06.14
Education	Centre Leader Child and Family Centre - Clarendon Vale	I. Brown	6 months	29.07.14
Education	Teacher	H. Volling	12 months	21.07.14
Education	Teacher Assistant	M. Taylor	6 months	21.07.14
Health & Human Services & Tasmanian Health Organisations	Health Care Assistant	J. Collier	6 months	10.08.14
Health & Human Services & Tasmanian Health Organisations	Recruitment and Community Education Officer	L. Cini	6 months	01.09.14
Justice	Correctional Officer	S. Pickering	12 months	28.07.14
Justice	Correctional Officer	M. Faletau	12 months	04.08.14
Justice	Correctional Officer	A. Cowen	12 months	28.07.14
Justice	Correctional Officer	B. Jansen	12 months	04.08.14

Justice	Correctional Officer	Z. Aliksovski	12 months	28.07.14
Justice	Correctional Officer	G. Jackman	12 months	04.08.14
Justice	Correctional Officer	J. Tootell	12 months	28.07.14
Justice	Risk Assessments Officer	L. Gregg	1 month	11.08.14
Justice	Correctional Officer	N. O'Dowd	12 months	04.08.14
Justice	Correctional Officer	A. Gordon	12 months	28.07.14
Justice	Correctional Officer	L. Davis	12 months	04.08.14
Justice	Correctional Officer	J. Billingham	12 months	28.07.14
Justice	Correctional Officer	B. Duffin	12 months	04.08.14
Justice	Correctional Officer	D. Cook	12 months	28.07.14
Justice	Correctional Officer	J. Fisher	12 months	04.08.14
Justice	Correctional Officer	S. van den Berg	12 months	28.07.14
Justice	Correctional Officer	A. Parker	12 months	28.07.14
Justice	Correctional Officer	R. Thomas	12 months	28.07.14
Justice	Correctional Officer	J. McNaughton	12 months	04.08.14
Justice	Correctional Officer	N. Seabourne	12 months	28.07.14
Justice	Correctional Officer	E. Casey	12 months	04.08.14
Justice	Correctional Officer	G. Laughner	12 months	28.07.14
Justice	Correctional Officer	S. Masters	12 months	28.07.14
Justice	Correctional Officer	B. Bannister	12 months	04.08.14
Justice	Correctional Officer	J. Harris	12 months	28.07.14
Justice	Correctional Officer	F. Justin	12 months	04.08.14
Justice	Correctional Officer	R. Hibberd	12 months	28.07.14
Justice	Correctional Officer	J. Cumberland	12 months	04.08.14
TasTAFE	Technical Employee	M. Pearce	6 months	14.08.14

*Appointment of Officers*

<i>Agency</i>	<i>Officers Name</i>	<i>Duties Assigned</i>	<i>Date of Appointment</i>	<i>Duration</i>
State Growth	B. Stewart	Director, Mineral Resources Tasmania	11.08.14	5 years
State Growth	P. Wells	Director Forest Policy	12.08.14	5 years

*Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	A. Vince	Advanced Skills Teacher	21.07.14
Education	K. Gregory	Assistant Principal	21.07.14
Education	F. Hales	Community Inclusion Worker	01.08.14
Education	A. Baker	Laboratory Technician	03.07.14
Health & Human Services & Tasmanian Health Organisations	G. Allen	Clinical Nurse Specialist - Child Protection	11.08.14
Health & Human Services & Tasmanian Health Organisations	C. Shuringa	Advanced Clinical Lead Podiatrist	07.07.14
Health & Human Services & Tasmanian Health Organisations	B. Burgess	Clinical Nurse Consultant	06.08.14
Primary Industries, Parks, Water & Environment	S. Reid	Administration Officer (Business Services)	31.07.14

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	L. Belik	02.08.14
Health & Human Services & Tasmanian Health Organisations	Therapy Assistant	P. Millingen	01.08.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	R. Von Stieglitz	18.07.14
Health & Human Services & Tasmanian Health Organisations	Assesment and Case Support Worker	C. Gibson	20.07.14
Health & Human Services & Tasmanian Health Organisations	Theatre Support Officer	F. Lamey	04.08.14
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	L. Shuker	05.08.14
Health & Human Services & Tasmanian Health Organisations	PACS/RIS Specialist	S. Brodribb	01.08.14
Health & Human Services & Tasmanian Health Organisations	Group Manager - Complex, Chronic and Community	L. Millar	01.08.14
State Growth	Program Manager	R. Greenwood	30.07.14
Treasury & Finance	Senior Intelligence and Data Analyst	B. Nicholson	08.08.14

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	House Sevcies Assistant	J. Richards	25.07.14
Health & Human Services & Tasmanian Health Organisations	Allied Health Professional	K. Antonysen	31.07.14
Health & Human Services & Tasmanian Health Organisations	Area Manager Primary Health North	P. Morris	01.08.14
Health & Human Services & Tasmanian Health Organisations	Domestic Supervisor	P. Fleming	01.08.14
Justice	Manager Prison Activities	D. Bliss	08.08.14

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