



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

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

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

Tasmanian Government Gazette

Email text copy to

govt.gazette@mercurywalch.com.au

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

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

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

Order Information

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

Deadlines

Government Gazette :—

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

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

Deadlines will be strictly adhered to

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

Gazette and State Service Online

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

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Operations Systems and Reporting

HR Operations Clerk (956576).

Applications Close:—Friday, 15 August 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Description of the Role:—To provide an efficient and effective personnel and payroll service through the use of an integrated, computerised HRM system for the Department.

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 Sharon England, Manager HR Operations

Systems and Reporting, Department of Education, phone (03) 6165 6289, email *sharon.england@education.tas.gov.au*.

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

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

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

EDUCATION

LEARNING SERVICES

Learning Services (North)

Exeter Primary School

School Administration Clerk, Exeter Primary School (963835).

Applications Close:—Friday, 15 August 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 (South)
Southern Support School

Teacher Assistant, Southern Support School (3 Vacancies).

Applications Close:—Friday, 15 August 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 964250.

Permanent part-time 30 hours per fortnight (40 weeks per year).

Location:—Southern Support School.

Vacancy No. 965066.

Permanent part-time 30 hours per fortnight (40 weeks per year).

Location:—Southern Support School.

Vacancy No. 964821.

Permanent part-time 30 hours per fortnight (40 weeks per year).

Location:—Southern Support 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 Robyn Schreck, Principal, Department of Education, phone (03) 6233 2100, email robyn.schreck@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.

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS
HEALTH AND HUMAN SERVICES
Children and Youth Services

Psychologist, Family Violence Counselling and Support Service (517844).

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.

Permanent part-time day work (60.8 hours per fortnight).

Location:—Children and Youth Services, Family Violence Counselling and Support Service, North West.

Duties:—To work as an effective member of the Family Violence Counselling and Support Service (FVCS) in the Children and Young Person's Program (CHYPP) established as part of the Tasmanian Government Safe at Home initiative.

Provide specialist therapeutic services to children, young people and their caregivers affected by family violence, in accordance with best practice principles and within a collaborative and multidisciplinary framework.

Provide therapeutic interventions that incorporate multilevel assessments to address the needs of children and young people affected by family violence.

Oversee all psychometric testing and interpretation undertaken by CHYPP, North West.

Selection Criteria includes:—Demonstrated knowledge and understanding of family violence and its impact on the developmental needs of children and young people.

Demonstrated knowledge and experience in the provision of assessments, psychometric testing, and therapeutic counselling services to children and young people with complex needs, including the ability to liaise effectively with caregivers and other service providers.

Demonstrated ability to incorporate a trauma recovery framework into interventions with children and young people and their caregivers and develop and deliver community education activities on matters relating to family violence.

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

Desirable Requirements:—Registered Psychologist, giving eligibility for membership of the Australian Psychological Society, with relevant tertiary qualifications and clinical experience in the human services sector.

Essential Requirements:—Registered with the Psychology Board of Australia. 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 Malerbi, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2283, email heather.malerbi@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Housing Tasmania

System Support Officer (readvertised) (500046).

Applications Close:—Friday, 15 August 2014.

Salary:—\$60,914 – \$70,436 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 4.

Permanent full-time day work.

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

Duties:—As a member of the Compliance and Corporate Support Branch, support the functions of housing information systems.

Provide systems support for Housing Tasmania's information systems including day-to-day operations and the Tasmanian Housing Information System, Works and Assets, ASK and other related functions.

Undertake projects and activities that include training, issue identification, documentation, change management, testing and problem resolution.

Selection criteria includes:—A demonstrated customer service focus, with well-developed communication, consultation and conflict resolution skills including well-developed written communication skills and the capacity to produce a range of correspondence and documentation.

Well-developed problem solving skills, with the ability to identify, investigate and analyse problems and decide or recommend options and solutions that rectify and prevent further occurrences of the problems.

Ability to plan, organise, set priorities and work effectively and efficiently to achieve set objective and meet deadlines, both individually and as part of a team.

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 Alison Paice, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3636, email alison.paice@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 Co-ordinator, Readvertised (501304).

Applications Close:—Friday, 22 August 2014.

Salary:—To be negotiated.

Health and Human Services, Tasmanian Visiting Medical Practitioners (Public Sector), Agreement 2013.

Fixed-term part-time day work, 60.8 hours per fortnight, commencing As soon as possible for a period of 3 years.

Location:—BreastScreen Tasmania, Hobart.

Duties:—BreastScreen Tasmania is seeking a Medical Practitioner with strong leadership skills and a commitment to clinical excellence. This position is a clinical leadership role in the delivery of Tasmania's high profile BreastScreen program. The role encompasses clinical, policy, and research aspects of the early diagnosis and mortality reduction from breast cancer through this population screening program.

The position offers a unique opportunity to be an integral member of the quality, multidisciplinary BreastScreen

Tasmania team, also providing opportunity for professional and skill development with potential for diversifying into the specialised Breast Physician qualification.

We are seeking applicants with demonstrated achievement in areas of clinical excellence and the ability to maintain, support and promote BreastScreen Tasmania's high standards in the provision of public health services.

The successful applicant will liaise closely with internal and external stakeholders including other departments within the Department of Health and Human Services (DHHS), the Tasmanian Health Organisations (THOs), community health services, general practitioners, the wider community and BreastScreen Australia.

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

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

Desirable Requirements:—Holds a Royal Australian College of General Practitioners (RACGP) Fellowship with a demonstrated interest in the area of Breast Medicine.

Interest in undertaking further training to achieve Fellowship with the Australasian Society of Breast Physicians would be encouraged.

Relevant specialist qualifications will be highly regarded.

Enquiries to Gail Ward, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6216 4301, email gail.ward@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Clinical Nurse Educator (517905).

Applications Close:—Friday, 15 August 2014.

Salary:—\$83,323 – \$89,075 p.a.

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

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

Location:—Mental Health North.

Duties:—As part of the Mental Health Services North Area Management Unit, and in accordance with the Mental Health Services Strategic Plan, Mental Health Services principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Educator role will focus on facilitating and supporting the development of Mental Health Services clinical and non-clinical partners workforce by planning, promoting, co-ordinating, implementing and evaluating education programs.

Desirable Requirements:—Current Driver's Licence.

Tertiary qualifications with educative and/or research components.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse and possesses specialist graduate tertiary graduate or post graduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, a hospital based training program that resulted in previous registration as a psychiatric nurse by the relevant nurse registration authority within Australia, New Zealand, Canada or the United Kingdom.

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 Andrew Adam, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5057, email andrew.adam@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

Community Mental Health Nurse (519775).

Applications Close:—Friday, 15 August 2014.

Salary:—\$74,129 – \$78,396 p.a.

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

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

Location:—St Marys, Tasmania (also covering other areas in the Dorset Council Region e.g. St Helens, Fingal, Bicheno).

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

As part of a multi-disciplinary team, delivering high quality mental health services, provides a specialist mental health service within the community setting for a designated client group, utilising evidence based practices and recovery principles.

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.

Desirable Requirements:—Possesses specialist tertiary graduate or postgraduate mental health/psychiatric nursing qualification.

Enquiries to Helen van der Molen, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2185, email helen.vandermolen@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

ICT Manager (521674).

Applications Close:—Friday, 15 August 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, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—ICT Department, Launceston General Hospital.

This position manages the ICT infrastructure required to deliver THO-North information systems. The role acts as a bridge between the service providers of ICT services and THO-North hospital and primary health staff.

Ensure THO-North's ICT needs are met through planning and ongoing management with respect to availability, capability and service continuity of the information communications and technology infrastructure.

Identify emerging ICT trends which contribute to cost-effective service delivery enhancements within the THO-North.

Provide program and project management services to ensure effective implementation of ICT initiatives and ICT aspects of capital works initiatives.

Provide leadership, direction and advice in the development of ICT policies and procedures within the THO-North in the area of ICT infrastructure.

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:—Appropriate academic/professional qualifications.

Appropriate experience in managing information and communication technology in a distributed environment.

Current Driver's Licence.

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 Dan Beams, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6777 8910, email dan.beams@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

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

Senior Occupational Therapist (Paediatrics) (521954).

Applications Close:—Friday, 22 August 2014.

Salary:—\$78,035 – \$89,509 p.a.

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

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

Location:—Occupational Therapy Department, Launceston General Hospital.

This is a new service required to promote, develop and provide Occupational Therapy (OT) in accordance with professional standards, best practice and evidence, to an acute paediatric caseload, in order to improve occupational outcomes for patients.

To provide clinical direction and professional supervision and support to level 1/2 Occupational Therapists and undergraduate occupational therapy students.

To assist with the development of occupational therapy clinical services through planning, evidence-based practice, quality improvement and research activities.

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:—Current Driver's Licence.

Holds or progressing towards a relevant post-graduate qualification.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Kerri Roberts, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7221, email kerri.roberts@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

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

Senior Specialist Radiation Oncology Physicist (Dosimetry Manager) (511863).

Applications Close:—Friday, 29 August 2014.

Salary:—\$120,897 p.a.

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

Fixed-term full-time day work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence As soon as possible for an initial period of 5 years.

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

Package:—As this is an Allied Health Professional – Equivalent Specialist vacancy a competitive market salary of up to \$155,403 will be negotiated with the successful applicant.

Duties:—The Tasmanian Health Organisation, North seeks dynamic Physicist to join a team of three Physicists and two Physics Registrars at the W.P. Holman Clinic, Launceston General Hospital.

The successful applicant will be expected to specialise in dosimetry, including external beam radiotherapy and brachytherapy treatment planning and take an active role in the quality assurance, support and development of complex treatments. In this area they will lead research and develop protocols and techniques to relevant national and international standards and support the training of Physics Registrars.

Clinical equipment includes 3 Varian Clinac iX multi-modality accelerators with OBI/CBCT, Nucletron Flexitron Afterloader and Philips Brilliance Big Bore CT. Treatment planning is performed on Pinnacle (external beam) and Oncentra (high dose rate brachytherapy). Both IMRT and VMAT are in routine use, access to machines for patient specific QA is generally available during standard working hours. The ARIA OIS is used statewide. The WP Holman Clinic Launceston provides outpatient Radiation Oncology, Medical Oncology and Clinical Haematology Services of the highest quality.

ACPSEM certified physicists with 5 or more years' experience in Radiation Oncology Medical Physics (including pre-certification experience) are encouraged to apply. To find out more about this exciting opportunity, please contact Nikki Caswell by calling (03) 6348 7152 or email Nikki.Caswell@dhhs.tas.gov.au.

We offer:—5 weeks annual leave per annum.

9.50% employer superannuation contribution to a fund of your choice.

Access to salary packaging.

Assistance with relocation expenses.

Professional development opportunities.

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:—Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM) Certification in Radiation Oncology Medical Physics or Accreditation in Radiotherapy Equipment Commissioning and Quality Assurance or equivalent.

Eligible to be authorised to deal with radiation apparatus by the Radiation Protection Unit in Tasmania.

Essential Requirements:—Eligible for Ordinary Membership of the Australian College of Physical Scientists and Engineers in 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 Nikki Caswell (Chief Medical Physicist), Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 6348 7152, email nikki.caswell@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 Australia, 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Sonographer (503735).

Applications Close:—Friday, 15 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 casual day work (with oncall), working as and when required. Commencing As soon as possible for a 12 month period.

Location:—Radiology Department, Launceston General Hospital.

To perform basic imaging examinations and ultrasound examinations.

To perform novel or complex imaging procedures in ultrasound, to facilitate patient diagnosis, clinical management and care, without supervision, to contemporary professional standards.

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:—Accredited as a Medical Sonographer with the Australian Sonographer Accreditation Registry (ASAR).

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 Mel Chitty, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7080, email mel.chitty@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Technical Officer (503694).

Applications Close:—Friday, 15 August 2014.

Salary:—\$38,165 – \$46,710 pro rata, per annum.

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

Fixed-term casual working as and when required. Commencing as soon as possible until 6 February 2015.

Location:—Pathology Department, Launceston General Hospital.

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

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:—An Associate Diploma from a recognised tertiary institution, or an equivalent qualification, appropriate to the nature of the work OR relevant training and/or experience determined in accordance with the provisions of Section 37 and 38 of the State Service Act 2000 appropriate to the nature of the work. 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 Peter Dadson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7668, email peter.dadson@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

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

Driver (502020).

Applications Close:—Friday, 15 August 2014.

Salary:—\$45,602 – \$47,672 p.a.

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

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

Location:—Transport North West.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Driver to provide an efficient and safe transport courier service for staff, stores and equipment between the North West Regional Hospital and Mersey Hospital and other THO-North West Departmental facilities on route.

Reporting to the Manager Patient Transport, this role encompasses a wide range of responsibilities including, but not limited to, collecting and delivering internal and external mail items, conveying pharmaceuticals and pathology items and ensuring regular maintenance of vehicles.

Do you have?

Current Driver's Licence.

Knowledge of the location of North West Hospitals and Health Centres.

Well-developed organisational skills with the ability to work with minimal supervision and maintain appropriate administrative records.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information, please contact Kim Miles on (03) 6434 6982 or email kim.miles@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:—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.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mental Health North West***Community Mental Health Nurse (519298).**

Applications Close:—Friday, 15 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 part-time shift worker, working 20 hours per fortnight.

Location:—Adult Community Mental Health, Burnie.

Who are we?

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

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 Clinical Lead, you will contribute to the health outcomes of your patients through concentrating on a comprehensive recovery-focused clinical service including triage, crisis response, assessment, treatment and assertive case-management to a designated number of consumers and their families.

Do you have?

Current Registration.

Relevant mental health/psychiatric nursing experience.

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 David Parsons on (03) 6434 6434 or email david.parsons@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. 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.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Mersey Community Hospital

Registered Nurse (514514).

Applications Close:—Friday, 29 August 2014.

Salary:—\$57,286 – \$78,396 p.a.

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

Permanent full-time and part-time shift workers by negotiation with successful applicants.

Location:—Department of Emergency, 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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

These roles are based in the Emergency Department at the Mersey Community Hospital.

Who are we looking for?

We are seeking motivated and experienced Registered Emergency Nurses who are passionate about the greatest quality of care, ensuring they collaborate with members of the multidisciplinary healthcare team. Ideally you would have at least 2 years working in Emergency or Critical Care Nursing. 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 Lynn Sims on (03) 6426 5303 or email lynn.sims@dhhs.tas.gov.au.

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

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

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

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

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

North West Regional Hospital

Attendant (502004).

Applications Close:—Friday, 15 August 2014.

Salary:—\$45,602 – \$47,672 p.a.

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

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

Location:—North West Regional Hospital.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Attendant to provide services to the North West Regional Hospital on a fixed term basis.

The primary responsibilities of this role are to provide assistance to patients and other members of the health care team, transfer of patients, and participate in emergency procedures as required.

The ideal candidate will have demonstrated knowledge of the Occupational Health and Safety policies and Infection Control practices. Previous experience of working with patients is desirable.

You will be a self-starter, who is able to prioritise work and complete tasks in an efficient but effective manner. You will have sound communication and interpersonal skills and the ability to build a good rapport with your colleagues and staff members.

Do you have?

A good understanding of the practical application of infection control relating to the relevant clinical environment.

Sound literacy and numerical skills.

Demonstrated effective 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, please contact Hayley Elmer on (03) 6430 6503 or email hayley.elmer@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

North West Regional Hospital

Attendant (502002).

Applications Close:—Friday, 15 August 2014.

Salary:—\$45,602 – \$47,672 p.a.

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

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

Location:—North West Regional Hospital.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Attendant to provide services to the North West Regional Hospital.

The primary responsibilities of this role are to provide assistance to patients and other members of the health care team, transfer of patients, and participate in emergency procedures as required.

The ideal candidate will have demonstrated knowledge of the Occupational Health and Safety policies and Infection Control practices. Previous experience of working with patients is desirable.

You will be a self-starter, who is able to prioritise work and complete tasks in an efficient but effective manner. You will have sound communication and interpersonal skills and the ability to build a good rapport with your colleagues and staff members.

Do you have?

A good understanding of the practical application of infection control relating to the relevant clinical environment.

Sound literacy and numerical skills.

Demonstrated effective 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, please contact Hayley Elmer on (03) 6430 6503 or email hayley.elmer@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

North West Regional Hospital

Food Services Assistant (501940).

Applications Close:—Friday, 15 August 2014.

Salary:—\$41,286 – \$43,027 pro rata, per annum.

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

Permanent part-time shift worker, working 40 hours per fortnight.

Location:—North West Regional Hospital.

The Tasmanian Health Organisation, North West is seeking to recruit a motivated Food Services Assistant to assist with the food preparation, production, plating service, ware washing, and cleaning duties in the provision of catering services to patients, visitors and staff of the hospital at the North West Regional Hospital.

The ideal candidate will have an understanding of appropriate WHandS legislation and codes of practice, have the ability to communicate with patients, visitors and staff, of all levels and hold knowledge and experience in the food preparation, production, and service industry.

You will be a self starter, who is able to prioritise work and complete tasks in an efficient but effective manner. You will have sound communication and interpersonal skills and the ability to build a good rapport with your colleagues and staff members.

We will offer you excellent remuneration plus superannuation and access to salary packaging, along with a modern work environment and a welcoming and supportive team.

For more information, or to discuss your application today, please contact Stan Hutchison 64306623 or 0418314187 and his email stan.hutchison@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

North West Regional Hospital

Registered Nurse, Surgical Assessment Liaison Nurse (518689).

Applications Close:—Friday, 15 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.

Permanent part-time day worker, working 44 hours per fortnight.

Location:—North West Regional Hospital.

Who are we?

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

Who are we looking for?

We are seeking to recruit a Registered Nurse who is passionate, motivated and enjoys working collaboratively with a team of health professionals in what can be a demanding and fast paced environment to take up the role of Surgical Assessment Liaison Nurse.

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

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 Katrina Willis on 0418638301 or email katrina.willis@dhhs.tas.gov.au.

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

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

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

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

Enquiries to Katrina Willis, Department of Health and Human Services and Tasmanian Health Organisations, phone 0418638301, email katrina.willis@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Clinical Nurse Educator (Undergraduate Student Support) (522005).

Applications Close:—Friday, 15 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 part-time day worker, working 60.88 hours per fortnight.

Location:—Based in Ulverstone, working across the North West.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Registered Nurse who is passionate about education, open communication and a positive supportive work environment.

This CNE Undergraduate Student Support is an integral member of the THO North West Education and Research Team (ERT) reporting to the CoDON Chronic Complex and Community Services. The role is responsible for the facilitation of learning and teaching for undergraduate students of nursing within the community setting, and other relevant activities and workforce development strategies of the ERT. The successful applicant will be responsible to provide direct clinical support, instruction and supervision of student nurses. This includes assessing student registered nurses and student enrolled nurses within the clinical environment, liaising and negotiating with relevant stakeholders, and providing clinical support to both students and their Registered Nurse preceptors.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Demonstrated ability to facilitate clinical education in a supportive learning environment.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information, please contact Ange Downie on (03) 6440 7000 or email 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:—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

Co-ordinator/Diversional Therapist (514089).

Applications Close:—Friday, 15 August 2014.

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

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

Fixed-term part-time day worker, working 32 hours per fortnight.

Location:—West Coast, Tasmania.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Adult Day Centre (ADC) Co-ordinator/Diversional Therapist to lead promotion, plan, implement, and evaluate quality individual and group client programs at the Adult Days Centres on the West Coast. In this role you will be working across Queenstown, Rosebery and Zeehan.

Reporting to the Community Services Manager, the main role of the ADC Co-ordinator is to Support and co-ordinate the human, physical and financial resources. The successful candidate will promote the service of the ADC within the community and work in partnership with related service providers.

Do you have?

Certificate Level IV in Community Services.

Effective communication skills.

Current Driver's Licence.

A current senior first aid certificate through completion of a recognised training program.

Recent contemporary management experience.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information, please contact Linda Neale on (03) 6472 2300 or email linda.neale@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.

Desirable Requirements:—Certificate Level IV in Community Services or other relevant qualifications in Diversional Therapy.

Current Driver's Licence.

Current First Aid Certificate.

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

Senior Occupational Therapist (Community) (502060).

Applications Close:—Friday, 15 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 part-time day worker, working 15.8 hours per fortnight.

Location:—North West.

Who are we?

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

Who are we looking for?

We are seeking a motivated Senior Occupational Therapist (Community) looking to bring their existing skills and knowledge to this exciting position, in which you will provide Occupational Therapy assessments and interventions for community clients referred to the Occupational Therapy Service.

As a senior member of this team, you will assist the Manager, Occupational Therapy Services/NWCES, in ensuring that best practice standards are provided to clients and provide professional guidance and day-to-day supervision to level 1-2 Occupational Therapists, Occupational Therapy Assistants and students on rotation within the Occupational Therapy team.

Do you have?

Current AHPRA registration.

Relevant clinical and leadership experience.

Flexibility to manage a fluctuating caseload.

Effective communication skills and the ability to work collaboratively.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information, please contact Brad Birleson on (03) 6430 6600 or email brad.birleson@dhhs.tas.gov.au.

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

Desirable Requirements:—Post-graduate qualifications relevant to the delivery of community Occupational Therapy services will be highly regarded.

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

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.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Senior Occupational Therapist (Paediatrics) (503074).

Applications Close:—Friday, 15 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 part-time day worker, working 45.6 hours per fortnight.

Location:—Devonport 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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated Senior Occupational Therapist (Paediatrics) looking to bring their existing skills and knowledge to this exciting position, in which you will provide Occupational Therapy assessments and interventions for children aged between birth and 18 years.

As a senior member of this team, you will assist the Manager, Occupational Therapy Services/NWCES, in ensuring that best practice standards are provided to clients and provide professional guidance and day-to-day supervision to level 1-2 Occupational Therapists, Occupational Therapy Assistants and students on rotation within the paediatric Occupational Therapy team.

Do you have?

Current AHPRA registration.

Relevant clinical and leadership experience.

Flexibility to manage a fluctuating caseload.

Effective communication skills and the ability to work collaboratively.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information, please contact Brad Birleson on (03) 6430 6600 or email brad.birleson@dhhs.tas.gov.au.

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

Desirable Requirements:—Current Driver's Licence.

Post-graduate qualifications relevant to the delivery of paediatric Occupational Therapy services will be highly regarded.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

HR Consultant (514362).

Applications Close:—Friday, 15 August 2014.

Salary:—\$79,745 – \$91,827 p.a.

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

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

Location:—StaffLink HR, 6/25 Argyle Street.

The Tasmanian Health Organisation, South is currently seeking an experience HR Consultant to work in the Mental Health Services HR team.

Duties:—As the HR Consultant you will provide and co-ordinate Human Resource (HR) consultancy services to senior managers and employees and work closely with individual business units within Mental Health and Statewide Services (MHSS) using a portfolio approach. Your role is to help diagnose and manage HR needs within the portfolio including the development of contemporary HR management strategies, policies and frameworks to further the HR objectives of the Operational Unit in the provision of a safe working environment; and a planned and performing workforce.

Desirable Requirements:—Relevant tertiary qualifications or equivalent experience.

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 Benita Gray, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6236 5876, email benita.gray@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.

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

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Psychologist (516209).

Applications Close:—Friday, 15 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.

Permanent part-time day work, working 22.8 hours per fortnight.

Location:—Psychology Services, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is currently seeking a permanent part-time Psychologist to join the Psychology team at Royal Hobart Hospital.

Duties:—In the role of Psychologist you will provide cognitive assessment, therapies and patient management services for adult patients with known or suspected acquired brain injuries.

Your duties also include provision of clinical expertise, best practice assessment and therapeutic interventions in accordance with organisational policies and the professional code of conduct of the Australian Psychological Society.

Desirable Requirements:—Postgraduate degree in Clinical Psychology or Clinical Neuropsychology with relevant expertise/experience in neuropsychological assessment.

Endorsed to practice in either clinical psychology or clinical neuropsychology, or both.

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, crimes involving dishonesty and serious traffic offences. Identification check and disciplinary action in previous employment check.

Enquiries to Wendy Rowell, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8261, email wendy.rowell@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

Medicine Services

Staff Specialist (DEM) (521707).

Applications Close:—Friday, 15 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 part-time shift work, working 38 hours per fortnight commencing As soon as possible until 1 October 2015.

Location:—Emergency Department, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking an experienced medical practitioner to work on a fixed term basis in the Emergency Department, Royal Hobart Hospital.

Duties:—In the role of Staff Specialist (DEM) you are expected to provide specialist emergency care to public and private patients attending the Department of Emergency Medicine (DEM) at the Royal Hobart Hospital. You will be involved in research and quality improvement activities, undergraduate and postgraduate teaching at Royal Hobart Hospital. Your duties also include provision of specialist advice to inpatient units as required.

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 Emma Huckerby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8608, email emma.huckerby@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.

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

JUSTICE

LEGAL AID COMMISSION OF TASMANIA

Legal Practitioner (354476).

Applications Close:—Friday, 15 August 2014.

Salary:—\$51,955 – \$65,461 p.a.

Legal Practitioners Agreement 2014, Level 1.

Fixed-term full-time 73.5 hours per fortnight on a 12 month Fixed-term Contract.

Location:—Hobart.

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

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 or by contacting Leesa Bevan on (03) 6236 3820 or Leesa.Bevan@legalaid.tas.gov.au.

Enquiries to Leesa Bevan, Director's Assistant, Legal Aid Commission of Tasmania, 158 Liverpool Street, Hobart 7000, phone (03) 6236 3820, fax (03) 6236 3811, email Leesa.Bevan@legalaid.tas.gov.au.

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

JUSTICE

TASMANIA PRISON SERVICE

Office of Director of Prisons

Head of Intelligence (355592).

Applications Close:—Friday, 15 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:—Provide a link between the TPS and relevant State and Federal law enforcement agencies on matters of intelligence and prison security. Contribute to the safety and security of the prison system by providing briefings to operational staff on tactical, intelligence and emerging trends. Provide intelligence and advice on trends in radicalisation within a Corrections environment.

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—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:—Extensive experience and knowledge in developing high level systems of acquiring intelligence within a corrections environment. Demonstrated understanding of national criminal intelligence networks and system, particularly in relation to Corrective Services. Well-developed strategic, conceptual and analytical skills.

Enquiries to Brian Edwards, Director of Prisons, Tasmania Prison Service, Department of Justice, phone (03) 6216 8183, email 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.

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 Brian Edwards on (03) 6216 8183.

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

Sentence Management Support and Reintegration

Team Leader Case Co-ordination (355457).

Applications Close:—Friday, 15 August 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.

Applicants may be required to undergo psychological and aptitude testing as part of the selection process.

Duties:—Lead and supervise a team responsible for inmate assessment sentence planning and reintegration. Manage inmate sentence assessment, planning and reintegration processes, including the provision of advice about the ongoing case management and reintegration of inmates with a Risk Needs Responsivity and strengths based framework and/or other models/frameworks as adopted by the department.

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 high level leadership skills, including the ability to lead and implement change in a contemporary corrections environment.

Demonstrated knowledge of case management practices, preferably within a correctional environment, with the capacity to conduct research and design, implement and evaluate programs and processes.

Demonstrated ability to provide quality staff supervision, including establishing workloads, coaching, mentoring and monitoring performance.

Ability to apply and critically evaluate the results of criminogenic assessment tools.

Enquiries to Jonathon Field, Assistant Manager, Sentence Management Support and Reintegration, Tasmania Prison Service, Department of Justice, phone (03) 6216 8158, email jonathon.field@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 Jonathon Field on (03) 6216 8158.

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

Finance Administration

Head of Financial Operations (355353).

Applications Close:—Friday, 15 August 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.

Duties:—Manage the Finance Branch which includes the human, physical and financial resources and provide leadership and development opportunities to the team. Undertake the day-to-day management of the financial and purchasing operations of the TPS ensuring that processing and procedures comply with all legislative, Treasury, audit and departmental requirements. Develop, manage and report on the TPS budget. Participate in the Senior Management Team.

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:—Extensive knowledge of computerised accounting processes (especially Finance 1), trust accounting and associated legislation and Treasury and audit requirements. Proven communication, negotiation and conflict resolution skills, with the ability to clearly, accurately and diplomatically interact and liaise with stakeholders at all levels.

Enquiries to Brian Edwards, Director of Prisons, Tasmania Prison Service, Department of Justice, phone (03) 6216 8183, email 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.

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 Brian Edwards on 6216 8183.

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

Project Officer (356038).

Applications Close:—Friday, 15 August 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:—Support the strategic development, presentation and enhancement of the TPC's digital planning systems, including intranet site, web site and the planning schemes online website. Conduct staff training and development to ensure TPC and local government planning staff understand the TPC's digital planning systems and develop appropriate skills. Maintain the operations of the TPC's digital planning systems.

Desirable Requirements:—A proven ability to effectively manage digital system projects and processes to deliver desired outcomes. Well developed self management skills, including the ability to plan, organise and prioritise work and a demonstrated commitment to task completion within tight deadlines. Demonstrated high level interpersonal and oral communication skills, including the ability to establish and maintain effective relationships with staff and stakeholders.

Enquiries to Stewart Johnson, Director Strategy and Projects, Tasmanian Planning Commission, Department of Justice, phone (03) 6165 6803, email stewart.johnson@planning.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 Rob Frew on (03) 6165 6831.

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***Library Technician (003242).**

Applications Close:—Friday, 15 August 2014.

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

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 0.5 Full-time Equivalent, Span of hours negotiable however Wednesdays are required.

Location:—Rokeby.

Duties:—To assist the Librarian with the provision of an efficient and effective client-focused library and information service.

Qualifications and Experience:—Certificate IV in Library/Information Services or equivalent would be advantageous.

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.

Enquiries to Ms Sandra Harvey, Librarian, Department of Police and Emergency Management, G.P.O. Box 308, HOBART, TAS, 7001, phone (03) 6173 2068, email Sandra.Harvey@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2071, 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).

PORT ARTHUR HISTORIC SITE MANAGEMENT
AUTHORITY**Fixed Term and Casual Employment Register.**

Applications Close:—Friday, 31 July 2015.

Salary:—See Below.

Port Arthur Historic Site Management Authority Award, General Stream, Band 1.

Vacancy No. (FTR2014).

Register for Fixed Term Part-time and Casual positions.

Location:—Port Arthur and Hobart.

Enquiries to Recruitment, Port Arthur Historic Site Management Authority, phone (03) 6251 2357, email recruitment@portarthur.org.au.

Applications to Recruitment, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, Port Arthur TAS 7182, phone (03) 6251 2357, email recruitment@portarthur.org.au.

PAHSMA is seeking applications for fixed term roles at the Port Arthur Historic Site in the following positions:

Tourism Operations Assistant in Ticketing, Food and Beverage or the Retail Gift Shop: Rostered Day Worker hourly rate commencing at \$24.36.

Day Guide: Rostered Day Worker hourly rate commencing at \$24.36.

Ghost Tour Guide: Hourly rate commencing at \$32.70 (Training rate: \$24.38).

Cook: Rostered Day Worker hourly rate commencing at \$30.88.

Cleaner: Mon, Fri hourly rate commencing at \$19.48.

Works Assistant in either Grounds and Gardens or Building and Works: Mon, Fri hourly rate commencing at \$19.48.

There are also fixed term positions available at the Cascades Female Factory at South Hobart for:

Cascades Female Factory Assistant in either Retail and/or Tour Guiding: Rostered Day Worker hourly rate commencing at \$24.36.

Intending applicants should obtain the Application Form, the How to Apply document and Statement of Duties (SOD) for the position(s) in which they may be interested. Intending applicants should follow the instructions on how to apply carefully. These instructions are contained in the Information for Applicants and How to Apply documents.

The Fixed Term and Casual Employment Register will be used to fill short term vacancies which occur during the period 1 August 2014 and 31 July 2015. Interested applicants can lodge their application at any time during this period, but as most vacancies occur during the 2014/15 summer tourist season, intending applicants are encouraged to lodge their application as early as possible.

All applications must be completed according to the instructions given in the Information for Applicants and the How to Apply documents. For further information on the Register, specific roles or to obtain copies of the application documentation, please contact Human Resources on (03) 6251 2357 or email recruitment@portarthur.org.au. Application documentation can also be obtained from the www.jobs.tas.gov.au or www.portarthur.org.au websites.

The service needs and employment opportunities at the Port Arthur Historic Site vary depending on seasonal fluctuations. Additionally, in recent years PAHSMA has experienced significant growth in the number of international visitors. Given this increasing service need, PAHSMA welcomes applications from individuals with proficiency in languages in addition to English.

PUBLIC TRUSTEE

ADMINISTRATION

Administrative Assistant (790194).

Applications Close:—Friday, 15 August 2014.

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

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time to 14th August 2015, (0.6 FTE working Monday, Tuesday and Friday each week).

Location:—Hobart.

Duties:—This position provides word processing and routine clerical services to support the management of estates and trusts and contributes to the achievement of team objectives. Also included in this role is the provision of professional reception services to telephone and face-to-face clients.

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

Desirable Requirements:—The applicant selected for this position will have the ability to use technology, particularly excellent keyboard skills, a high level of oral and written communication skills and appropriate clerical experience and/or skills.

This person will have the ability to work effectively individually and as part of a team, well developed communication and interpersonal skills including the ability to deal with a wide range of people in a sensitive and confidential manner, and the ability to promote excellent client service through identifying and understanding client needs and building effective relationships.

Applicants are encouraged to obtain further information about the advertised vacancy and submit applications addressing the criteria contained in the statement of duties. The statement of duties may be downloaded from the www.jobs.tas.gov.au website.

Enquiries to Paul Webb, Manager, Estate Team, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6235 5220, email pwebb@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 6235 5241, email kjohns@publictrustee.tas.gov.au.

The Public Trustee is committed to being a competitive, efficient and caring provider of quality, independent, trustee services to the Tasmanian Community. Further information about our services is available at www.publictrustee.tas.gov.au.

STATE GROWTH

CULTURAL AND CREATIVE INDUSTRY DEVELOPMENT

Tasmanian Museum and Art Gallery

Art Educator (Program Design and Delivery Officer) (706270).

Applications Close:—Friday, 15 August 2014.

Salary:—\$61,741 – \$71,407 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 30 June 2015.

Location:—Hobart.

Duties:—Research, design and deliver curriculum-based art programs and deliver these programs within the museum and in the community, utilising the TMAG collections.

Research, design and deliver professional development programs on creativity and visual art for teachers, carers, disability workers and other industry peers.

Undertake functions associated with the development, documentation, delivery and evaluation of a wide range of public programs in visual art in accordance with the priorities, goals and objectives of the TMAG.

Be an advocate for participation in the creative arts, particularly with a museum and art gallery environment.

Prepare education products, publications and media based products for schools and other audience groups in various formats.

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. The following checks are to be conducted :—Conviction Check for Crimes of violence, Sex related offences, Serious drug offences, Crimes involving dishonesty.

Desirable Requirements:—A current driver's licence.

Enquiries to Rebecca Tudor, Co-ordinator Art Education, Department of State Growth, phone (03) 6211 4163, email rebecca.tudor@tmag.tas.gov.au.

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

TASTAFE

BUSINESS AND PERFORMANCE

Administration Officer, Business and Performance (968159).

Applications Close:—Friday, 15 August 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—North-West.

Description of the role:—Provide effective administrative and organisational support to the General Manager and Managers within Business and Performance.

Manage the flow of information and correspondence to and from the Business and Performance division including confidential correspondence and reports.

This role will also include the co-ordination and updating of relevant data bases involving the organisation's policies and procedures and training contracts.

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:—Experience in a vocational and education training environment.

Enquiries to Kevin Hyland, General Manager, Business and Performance, TasTAFE, mobile 0438 397 223, email kevin.hyland@TasTAFE.tas.edu.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.

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Revenue Branch

Client Services Assistant (723471).

Applications Close:—Friday, 15 August 2014.

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

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term part-time (0.5 FTE), As soon as possible until 13.03.2015.

Location:—Hobart.

Duties:—The Client Services Assistant supports the administration of State taxation legislation to ensure efficient and effective collection of revenue and the payment of grants.

In the context of the Selection Criteria, to be successful in the position applicants will:—demonstrate a strong stakeholder focus; display sound clerical and computer skills; possess excellent communication and liaising skills.

Desirable Requirements:—working towards a Certificate II in a relevant area or equivalent level.

Enquiries to Keri Pennicott, Manager (Revenue Operations), Department of Treasury and Finance, G.P.O. Box 147, Hobart, TAS 7001, phone (03) 6166 4417, email keri.pennicott@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.

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

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	Pay/Personnel Officer	K. Mitchell	25.07.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	G. Collins	25.07.14
Health & Human Services & Tasmanian Health Organisations	Mental Health Worker	T. Howe	28.07.14
Health & Human Services & Tasmanian Health Organisations	Senior Policy Analyst	A. Barnes	25.07.14
Primary Industries, Parks, Water & Environment	Field Officer	S. Huddy	25.07.14
Primary Industries, Parks, Water & Environment	Client Service Officer	A. Bowerman	06.08.14
State Growth	Senior Program Manager	N. McKibben	31.07.14

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	Community Mental Health Nurse	P. Truman	29.07.14
Justice	Clerk	D. Parkinson	30.07.14
Primary Industries, Parks, Water & Environment	Senior Technical Officer	R. Tieman	18.07.14
State Growth	Administration Officer	M. Duggan	01.08.14
Treasury & Finance	Senior Compliance Inspector	J. McKenzie	05.08.14

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 Assistant	P. Evans	6 months	21.07.14
Education	Teacher Assistant	J. Maney	6 months	21.07.14
Education	Teacher Assistant	T. Harland	6 months	21.07.14
Education	Teacher Assistant	M. Felmingham	6 months	21.07.14
Education	Teacher Assistant	L. Jillamen	6 months	21.07.14
Education	Teacher Assistant	M. Dezoete	6 months	21.07.14
Education	Education Facility Attendant	J. Weeding	6 months	07.07.14
Education	Administrative Officer	P. Lorkin	6 months	31.07.14
Education	Education Facility Attendant	G. Knowles	6 months	21.07.14
Education	Teacher Assistant	L. Johnstone	6 months	21.07.14
Education	Customer Services Officer	R. Burley	6 months	04.08.14
Education	Teacher Assistant	S. Peachey	6 months	21.07.14
Education	Manager George Town Hub	A. Blythman	6 months	07.08.14
Health & Human Services & Tasmanian Health Organisations	Theatre Support Officer - ORS	L. Rigby	6 months	04.08.14
Health & Human Services & Tasmanian Health Organisations	Cleaner - ORS	M. Woodcock	6 months	04.08.14
Health & Human Services & Tasmanian Health Organisations	Program Manager Clinical Policy	J. Radford	6 months	28.04.14
Health & Human Services & Tasmanian Health Organisations	Cleaner - ORS	M. Collins	6 months	04.08.14
Health & Human Services & Tasmanian Health Organisations	Cleaner - ORS	R. Norquay	6 months	04.08.14
Health & Human Services & Tasmanian Health Organisations	Cleaner - ORS	M. Page	6 months	04.08.14
Health & Human Services & Tasmanian Health Organisations	Cleaner - ORS	M. Johns	6 months	04.08.14
Health & Human Services & Tasmanian Health Organisations	Ward Clerk - ORS	M. Manners	6 months	29.07.14
Health & Human Services & Tasmanian Health Organisations	Office Manager - Holman Clinic	F. Gardner	6 months	30.07.14
Justice	Administration Assistant	C. Bearman	6 months	04.08.14
Justice	CSO Support Officer	M. Hooker	1 month	31.07.14
Justice	Industry Supervisor, Clothing, Fabrice & Textile	L. Houstein	6 months	04.08.14
Police & Emergency Management	Clerical Support Officer	P. Black	6 months	04.08.14

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	A. Brown	HR Consultant	04.08.14
Education	B. Fletcher	Advanced Skills Teacher	21.07.14
Education	S. Purdon	Centre Leader	28.07.14
Health & Human Services & Tasmanian Health Organisations	A. Kosmeyer	Nurse Unit Manager	01.07.14
Health & Human Services & Tasmanian Health Organisations	K. Lewis	Clinical Nurse Consultant (Traumatic/ Non-Traumatic)	28.07.14
Justice	S. Baker	Supervisor Transcribing Services	31.07.14
Justice	G. Cassidy	Senior Operations Officer	04.08.14
Police & Emergency Management	C. Smith	Forensic Exhibit Officer	13.08.14
Police & Emergency Management	E. O'Rourke	Forensic Exhibit Officer	13.08.14

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