



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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INCLUDING G.S.T.

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

Tasmanian Government Gazettes are available for perusal 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 7387 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

Tasmanian Government Gazette & Tasmanian State Service Notices

Publication and Copy Closure Dates

CHRISTMAS PERIOD 2015

COPY deadline for the *Tasmanian Government Gazette* and *State Service Notices* to be published on Wednesday 23 December 2015:—

All copy for the *Tasmanian Government Gazette* and *State Service Notices* must be received by 3 p.m. on Friday 18 December 2015.

COPY deadline for the *Tasmanian Government Gazette* to be published on Wednesday 30 December 2015:—

All copy for the *Tasmanian Government Gazette* must be received by 11 am on Wednesday 23 December 2015.

Please Note:—There will be no State Service Notices section in The Tasmanian Government Gazette on 30 December 2015.

NEW YEAR 2016

COPY for the *Tasmanian Government Gazette* and *State Service Notices* to be published on Wednesday 6 January 2016:—

All copy for the *Tasmanian Government Gazette* must be received by 11 a.m. on Thursday 24 December 2015.

Please Note:—State Service Notices copy deadline will be 11 a.m. on Thursday 24 December 2015.

EDUCATION

EARLY YEARS AND SCHOOLS

Aboriginal Education Services

Aboriginal Early Years Education Worker, Aboriginal Education Services (962834).

Applications Close:—Friday, 11 December 2015.

Salary:—\$57,249 – \$61,373 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 58.8 hours per fortnight.

Location:—North.

Description of Role:—To engage parents/carers of Aboriginal children from birth to four years in the education of their children. The role will contribute to improved kindergarten enrolment and attendance by providing parents with knowledge and skills to enhance their support for children's learning and preparedness for school entry.

Essential Requirements:—The Head of the State Service has determined that this position is an Aboriginal identified position and that it can only be filled by Aboriginal people or Torres Strait Islanders in accordance with Employment Direction No. 10 Aboriginal and Torres Strait Islander Employment in the Tasmanian State Service.

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

Desirable Requirements:—A Current Drivers Licence.

Enquiries to Richard Angus, Department of Education, phone (03) 6165 5481, email *richard.angus@education.tas.gov.au*.

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

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION

EARLY YEARS AND SCHOOLS

Aboriginal Education Services

Aboriginal Early Years Education Worker, Aboriginal Education Services (962832).

Applications Close:—Friday, 11 December 2015.

Salary:—\$57,249 – \$61,373 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 29.4 hours per fortnight.

Location:—South.

Description of Role:—To engage parents/carers of Aboriginal children from birth to four years in the education of their children. The role will contribute to improved kindergarten

enrolment and attendance by providing parents with knowledge and skills to enhance their support for children's learning and preparedness for school entry.

Essential Requirements:—The Head of the State Service has determined that this position is an Aboriginal identified position and that it can only be filled by Aboriginal people or Torres Strait Islanders in accordance with Employment Direction No. 10 Aboriginal and Torres Strait Islander Employment in the Tasmanian State Service.

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

Desirable Requirements:—A Current Drivers Licence.

Enquiries to Richard Angus, Department of Education, phone (03) 6165 5481, email richard.angus@education.tas.gov.au.

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

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

EDUCATION
LINC TASMANIA
Literacy Services
Kingston LINC

Customer Services Officer, Swansea Library (700414).

Applications Close:—Friday, 11 December 2015.

Salary:—\$57,249 – \$61,373 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 26 hours per fortnight.

Location:—Swansea Library.

Description of Role:—Undertake a range of multiple, diverse and complex tasks and provide support to a range of customer-focused services and programs in a LINC Tasmania environment.

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

Enquiries to Janet Thorp, Department of Education, phone (03) 6165 6209, email janet.thorp@education.tas.gov.au.

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

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Children and Youth Services

Family Violence Worker, Adult Program, FVCSS (501701).

Applications Close:—Friday, 11 December 2015.

Salary:—\$51,797 – \$83,520 pro rata, per annum.

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

Fixed-term part-time shift work (38.0 hours per fortnight) commencing as soon as possible for a period of 6 months.

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

Duties:—To work as a member of a professional team in the provision of services to adults affected by family violence as part of the multidisciplinary Family Violence Service established through the Government's Safe at Home initiative.

Provide specialist services to adults affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework.

Provide programs that incorporate multi-level assessments and interventions and address the needs of adults affected by family violence.

Selection criteria includes:—Demonstrated knowledge and understanding of family violence and its impact on adults.

Demonstrated ability to work effectively with adults with complex needs and apply appropriate models of intervention.

Demonstrated ability to exercise professional judgement and initiative, work with general supervision and seek guidance as appropriate.

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

Desirable Requirements:—Current Driver's Licence.

Essential Requirements:—University acquired degree or diploma in a humanities field. Current Working with Children Registration.

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

Enquiries to Liz Clark, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0437, email liz.clark@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

*Children and Youth Services***Family Violence Worker, Adults (Relief) (501704).**

Applications Close:—Friday, 11 December 2015.

Salary:—\$51,797 – \$83,520 pro rata, per annum.

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

Fixed-term casual shift work (as and when required) commencing As soon as possible for a period of 12 months.

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

Duties:—To work as a member of a professional team in the provision of services to adults affected by family violence as part of the multidisciplinary Family Violence Service established through the Government's Safe at Home initiative.

Provide specialist services to adults affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework.

Provide programs that incorporate multi-level assessments and interventions and address the needs of adults affected by family violence.

Selection criteria includes:—Demonstrated knowledge and understanding of family violence and its impact on adults.

Demonstrated ability to work effectively with adults with complex needs and apply appropriate models of intervention.

Demonstrated ability to exercise professional judgement and initiative, work with general supervision and seek guidance as appropriate.

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

Desirable Requirements:—Current Driver's Licence.

Essential Requirements:—University acquired degree or diploma in a humanities field. Current Working with Children Registration.

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

Enquiries to Liz Clark, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0437, email liz.clark@dhhs.tas.gov.au.

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

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

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HEALTH SERVICE

HEALTH AND HUMAN SERVICES

*Children and Youth Services***Psychologist (FVCSS) (515215).**

Applications Close:—Friday, 11 December 2015.

Salary:—\$83,105 – \$91,756 pro rata, per annum.

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

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

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

Duties:—To work as an effective member of the Family Violence Counselling and Support Service (FVCSS) 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 South.

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, support and therapeutic 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 and attachment framework into therapeutic 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:—Current Driver's Licence.

Essential Requirements:—Registered with the Psychology Board of Australia. Current Working with Children Registration.

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

Enquiries to Siubhan MacDonald, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0440, email siubhan.macdonald@dhhs.tas.gov.au.

You are encouraged to apply online, or, forward your hard copy application quoting the vacancy number to: Recruitment

Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Children and Youth Services

Youth Justice Worker (501591).

Applications Close:—Friday, 11 December 2015.

Salary:—\$51,797 – \$83,520 p.a.

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

Permanent full-time day work.

Location:—Children and Youth Services, Community Youth Justice, South.

Duties:—As part of a restorative justice practice framework and subject to the statutory provisions of the Youth Justice Act 1997, assess the complex risks and rehabilitative needs of young people referred by the police and the courts, participate in youth diversionary programs and case manage a caseload of identified clients on legal orders.

Selection criteria includes:—Demonstrated ability to work within a legislative framework, together with a good knowledge and understanding of the Youth Justice Act 1997 or the ability to acquire same.

Demonstrated high standard of communication skills, in particular strong interpersonal, conflict resolution, counselling and group work skills together with the ability to present confidently in public with groups and stakeholders.

Demonstrated knowledge of and ability to work within restorative justice and community capacity building principles or the ability to acquire same.

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

Essential Requirements:—Satisfactory completion of an appropriate course of study from a recognised tertiary institution., Current Working with Children Registration.- 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Tracy Quinney, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6165 7982, email tracy.quinney@dhhs.tas.gov.au.

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Planning, Purchasing and Performance

Community Planning and Strategy

Planning, Policy and Projects Consultant (522488).

Applications Close:—Friday, 11 December 2015.

Salary:—\$83,601 – \$94,132 p.a.

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

Fixed-term full-time day work, commencing as soon as possible until 30 June 2017.

Location:—Launceston.

Duties:—We are seeking a Planning Policy Projects Consultant to join our team. If successful as a member of the Community Planning and Strategy Team, you will provide a high level consultancy service in the development of Community Rapid Response Service. Key areas of project management, aimed at supporting the development and implementation of the Community Rapid Response Service by:—Facilitating and leading the development and review of clinical policies, business processes and their application for the Community Rapid Response Service.

Supporting the development and implementation of multifaceted communication and engagement strategy.

Supporting the development and implementation of robust evaluation plan.

Working with other Agency units on activities related to primary health care.

Desirable Requirements:—Relevant tertiary qualifications.

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

Enquiries to Fay Walsh, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 1076, email fay.walsh@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

HEALTH AND HUMAN SERVICES

Public Health Services

Health Protection

Public Health Medicine Fellowship Trainee (521580).

Applications Close:—Friday, 11 December 2015.

Salary:—\$84,478 – \$138,222 pro rata, per annum.

Salaried Medical Practitioners Interim Agreement 2015, Medical Practitioner, Level 5-13 (Registrars).

Fixed-term full-time day work, 80 hours per fortnight, commencing 1 February 2016 to 31 December 2016.

Location:—Hobart.

Duties:—We are seeking a Public Health Medicine Trainee to train to complete requirements of Fellowship of Australasian Faculty of Public Health Medicine. The Public Health Medicine Trainee will lead or participate in a range of public health activities and projects as determined by the Director of Public Health and the Specialist Medical Advisor, Public Health Services, in conjunction with other traineeship mentors and supervisors in the Communicable Diseases Prevention Unit, Environmental Health Unit, Epidemiology Unit, Population Health and Wellbeing or other Departmental or external settings (for example, the Menzies Research Institute Tasmania and the Cancer Council of Tasmania).

Essential Requirements:—General medical 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Kate Garvey, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 0677, email kate.garvey@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Staff Specialist, Obstetrics and Gynaecology (513818).

Applications Close:—Friday, 11 December 2015.

Salary:—\$140,592 – \$213,700 p.a.

Salaried Medical Practitioners Interim Agreement 2015, Specialist Medical Practitioner, Level 1 to Senior Specialist Medical Practitioner, Level 3.

Permanent full-time day work (with on call) working 76 hours per fortnight. To commence as soon as possible.

Location:—Department of Women's and Children's Services, Launceston General Hospital, Charles Street, Launceston.

'Access to the Senior Specialist Medical Practitioner salary range \$202,452 – \$213,700 is subject to the successful applicant satisfying the criteria for Senior Specialist Medical Practitioner Level 1, 2 or 3 as described in the Salaried Medical Practitioners Interim Agreement 2015.

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

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

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

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

Enquiries to Dr Toly Pavlov, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 8972, email anatoly.pavlov@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Clinical Co-ordinator, Short Stay Surgical Unit (522470).

Applications Close:—Friday, 11 December 2015.

Salary:—\$81,214 – \$84,989 p.a.

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

Permanent full-time day work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence from 18 January 2016.

Location:—Short Stay Surgical Unit, LGH Charles Street, Launceston.

Duties:—In conjunction with the Inter-professional Team co-ordinates the day to day patient care activities of the Short Stay Surgical Unit (SSSU), including identifying and implementing the processes for admission, transfers and discharge of SSSU patients.

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

Desirable Requirements:—Relevant post graduate qualification.

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

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

Enquiries to Julia Bullock, Acting Nurse Unit Manager SSSU, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6599, email julia.bullock@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Clinical Nurse Consultant, Quality Improvement (Quality and Safety) (503285).

Applications Close:—Friday, 11 December 2015.

Salary:—\$86,869 – \$90,857 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 6, Year 1 to Grade 6, Year 3.

Fixed-term full-time day work working 76 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence As soon as possible until 3 January 2017.

Location:—Quality Improvement, Anne O'Byrne Building, Howick Street, Launceston.

Duties:—In accordance with the policies, legal requirements and the statutory requirements, provide leadership and co-ordinate the development, implementation and evaluation of quality improvement and safety activities, including national initiatives within THS Northern Region. This role provides advice to the Nursing Director Quality and Safety on a range of issues relating to quality and clinical practice improvement, including the development of procedures and protocols, planning, service development and performance reporting. Provides developmental support to THS Northern Region staff and assist in the implementation and evaluation of quality improvement strategies and develops and promotes a patient safety culture within THS.

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

Desirable Requirements:—Relevant post graduate qualification.

Current Driver's Licence.

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

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

Enquiries to Jo Lawton, Nursing Director, Quality and Safety, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4863, email jo.lawton@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Tasmanian health Service, Northern Region, P.O. Box 1963, Launceston 7250. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Hospital Aide, Short Stay Surgical Unit (522474).

Applications Close:—Friday, 11 December 2015.

Salary:—\$45,102 – \$45,829 pro rata, per annum.

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

Permanent part-time day work, working various hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 18 January 2016.

Location:—Short Stay Surgical Unit, LGH Charles Street, Launceston.

Duties:—To assist with the management of all SSSU supplies (except medications) to ensure the delivery of a high standard of patient care. To provide general assistance to nursing staff performing non nursing duties.

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

Enquiries to Julia Bullock, Acting Nurse Unit Manager SSSU, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6599, email julia.bullock@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Registered Nurse (522471).

Applications Close:—Friday, 11 December 2015.

Salary:—\$58,432 – \$79,964 pro rata, per annum.

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

Permanent part-time day work, working various hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence 18 January 2016.

Location:—Short Stay Surgical Unit, LGH Charles Street, Launceston.

Please note that access to the Grade 4 salary range \$75,612 – \$79,964 is subject to successful application for progression to Grade 4.

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

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

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

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

Enquiries to Julia Bullock, Acting Nurse Unit Manager SSSU, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6599, email julia.bullock@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Launceston General Hospital

Senior Physiotherapist (520043).

Applications Close:—Friday, 11 December 2015.

Salary:—\$83,105 – \$91,756 pro rata, per annum.

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

Permanent part-time day work, working 30.4 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Physiotherapy Department, LGH Charles Street, Launceston.

Duties:—To provide and maintain optimal specialist physiotherapy services within the North. Provide professional guidance and support to level 1-2 Physiotherapists.

We are seeking a motivated and experienced Senior Physiotherapist to join the Outpatient Rehabilitation Team. The successful applicant will work to provide a high standard of physiotherapy services within an interdisciplinary model of care. Outpatient Rehabilitation provides goal directed rehabilitation to clients of THS-Northern region who require rehabilitation after a hospital admission. The program has a strong model of patient centered care and inter-professional

practice to deliver high quality goal directed rehabilitation to a range of clients. The successful applicant will also provide support and supervision to physiotherapists rotating through the service.

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.

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

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

Enquiries to James Darvas, Discipline Lead Physiotherapy Department, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 6935, email james.darvas@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Mental Health Services Northern Region

Clinical Nurse Specialist (514823).

Applications Close:—Friday, 11 December 2015.

Salary:—\$81,214 – \$84,989 p.a.

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

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

Location:—Mental Health Service, North, 52 Frankland St, Launceston.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Clinical Nurse Specialist provides expert knowledge utilising an advanced clinical framework in the management of consumers with complex mental health needs within the designated area of practice. Develops, implements, co-ordinates and evaluates relevant activities to improve patient outcomes within the multi-disciplinary team. Participates as an active member of the Adult Community Mental Health team in delivering case management, carer education, consultation and collaboration with GP's and significant others in provision of care to a designated number of consumers.

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:—Extensive, relevant psychiatric nursing experience and/or is credentialed as a Mental Health Nurse by the Australian and New Zealand College of Mental Health Nurses Inc. or equivalent.

Holds or is working towards relevant tertiary qualifications.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse and possess specialist tertiary graduate or post graduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, an accredited hospital based program that lead to registration as a psychiatric nurse by the relevant nurse regulatory authority within Australia, New Zealand, Canada or the United Kingdom. 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Helen van der Molen, Team Leader, Adult and Older Persons Community, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6777 4985, email helen.vandermolen@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Northern Region

Primary Health North

Campbell Town Health and Community Service

Registered Nurse (504511).

Applications Close:—Friday, 11 December 2015.

Salary:—\$58,432 – \$79,964 pro rata, per annum.

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

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

Location:—Campbell Town.

Please note that access to the Grade 4 salary range \$75,612 – \$79,964 is subject to successful application for progression to Grade 4.

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

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

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

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

Enquiries to Priya Jose, Acting Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6774 8040, email priya.jose@ths.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Registered Nurse, National Bowel Cancer Screening Program (NBCSP) Follow-Up (521131).

Applications Close:—Friday, 18 December 2015.

Salary:—\$58,432 – \$79,964 p.a.

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

Fixed-term part-time day work, working 45.6 hours per fortnight. Commencing As soon as possible to 19 November 2017.

Location:—Hobart.

Please note that access to the Grade 4 salary range \$75,612 – \$79,964 is subject to successful application for progression to Grade 4.

The Tasmanian Department of Health and Human Services seeks a Registered Nurse to join Cancer Screening and Control Services. The Registered Nurse is responsible for the follow-up of National Bowel Cancer Screening Program (NBCSP) participants in Tasmania who have had a positive faecal occult blood test (FOBT) result. This role provides clinical advice to program participants to encourage their progression through the NBCSP screening pathway. The Follow-Up Nurse will liaise with program participants, the nominated GP or primary health care provider, the NBCSP Register and other Follow-Up Officers.

Desirable Requirements:—Current Divers Licence.

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

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

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

Enquiries to Karen Forster, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6216 4331, email karen.forster@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Complex Chronic and Community

Extended Care Assistant (515240).

Applications Close:—Friday, 11 December 2015.

Salary:—\$47,227 – \$48,915 pro rata, per annum.

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

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

Location:—Peacock 3, Repatriation Centre Hobart.

The Tasmanian Health Service – Southern Region is seeking applications for a permanent Extended Care Assistant vacancy at Peacock 3.

Duties:—In the role of Extended Care Assistant you will assist in the design, implementation and evaluation of a range of diversional therapy programs to assist with daily living. You will also help patients with personal care needs, as directed by nursing staff. These duties are to be undertaken in consultation with the Nurse Unit Manager/Registered Nurse.

Desirable Requirements:—Current Driver's Licence, Current First Aid Certificate.

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

Enquiries to Jennifer Batt, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6222 7829, email jennifer.batt@ths.tas.gov.au.

You are encouraged to apply online. If you apply online please do not send a hard copy application to the contact person or Human Resources.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, G.P.O. Box 1061, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

Southern Region

Mental Health Services, Southern Region

Allied Health Professional (512593).

Applications Close:—Friday, 11 December 2015.

Salary:—\$83,105 – \$91,756 pro rata, per annum.

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

Fixed-term casual day work, working as and when required, commencing As soon as possible for a period of two years.

Location:—South.

Please Note: This is a casual pool vacancy and multiple people will be offered contracts.

Duties:—Undertake the delivery of quality care to clients of the Child and Adolescent, Adult Community, Inpatient and Extended Treatment and Older Persons Mental Health Service based on best practice principles and within a collaborative and multi-disciplinary framework.

Provide a specialist assessment and treatment service to clients of Child and Adolescent, Adult Community, Inpatient and Extended Treatment and Older Persons Mental Health Service and their families or carers.

Promote community awareness in relation to mental health and act as a consultant to other agencies with regard to the support and management of clients with mental health needs.

Essential Requirements:—Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers; or Registered with the Occupational Therapy Board of Australia; or Registered with the Psychology Board of Australia.

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

Enquiries to Jacqui Carson, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6166 1161, email jacqui.carson@ths.tas.gov.au.

You are encouraged to apply online. When applying online please DO NOT send a duplicate application to the contact person.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Recruitment Services, Tasmanian Health Service – Southern Region, G.P.O. Box 1061, Hobart, Tasmania 7001.

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Human Resource Consultant (518256) (518256).

Applications Close:—Sunday, 3 January 2016.

Salary:—\$83,601 – \$94,132 p.a.

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

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

Location:—North West Region.

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

About the role.

As a Human Resources Consultant you will be part of a broader team inclusive of 1 other Consultant, 2 Advisors, 1 Graduate and the HR Director.

The successful candidate will be someone who enjoys working hands-on and have proven experience coaching and advising line managers. They will display strong attention to detail and present a solutions orientated approach to work. The role will require the individual to be skilled in employee relations including grievance and disciplinary matters, award and policy interpretation and change management. In addition they will have the ability to produce high- level correspondence, documentation and reports.

The successful candidate will provide a pivotal leadership role within the North West HR team and will be expected to provide leave coverage for the Director Human Resources.

Do you have?

A degree in a relevant discipline.

Strong Experience in dealing with the Industrial Relations Commission and other tribunals.

Working knowledge of State Government Industrial frameworks.

Strong and effective relationship management skills.

Knowledge and experience in interpreting awards, employment law and policy.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment

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

Enquiries to Rachel Hoyt, Human Resources Director, Department of Health and Human Services and Tasmanian Health Service, phone 6464 3043, email rachel.hoyt@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Medical Typist (501837).

Applications Close:—Friday, 11 December 2015.

Salary:—\$50,183 – \$53,673 p.a.

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

Permanent part-time day worker, working 60.4 hours per fortnight.

Location:—North West Regional Hospital, Burnie.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking a motivated and experienced Medical Typist to work as part of the Medical Records Department. We are seeking applicants with highly developed word processing, communication, interpersonal and organisational skills.

Reporting to the Manager Medical Records, this is responsible for the transcription of operation reports, clinic correspondence, medical and legal reports for medical staff associated with North West Regional Hospital and Mersey Community Hospital. You will be required to liaise with medical staff regarding procedures, expected outcomes relating to medical correspondence.

Your ability to maintain a high level of confidentiality in your day to day dealings with patient details and personal medical records is invaluable.

Do you have?

Demonstrated knowledge of medical and pharmaceutical terminology.

Skills in the use of electronic information systems and the Microsoft suite.

The ability to accurately type at 60 words per minute.

Excellent communication and interpersonal skills.

What can we offer?
 Flexible work/life balance.
 Attractive Salary Package.
 Dynamic team environment.
 Commitment to ongoing professional development.

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

Desirable Requirements:—Completion of an appropriate course of study in Medical Terminology.

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

Enquiries to Trixie Kemp, Manager, Medical Records, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6527, email Trixie.kemp@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Corporate Services

Graduate HR Officer (522459) (522459).

Applications Close:—Friday, 18 December 2015.

Salary:—\$56,487 – \$66,653 p.a.

Health and Human Services (Tasmanian State Service) Award, General Graduate.

Fixed-term full-time day worker, working 76 hours per fortnight for 2 years commencing January 2016.

Location:—North West Region.

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

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

Are you looking to start a career in Human Resource Management?

We are seeking a motivated, energetic, highly motivated, talented professional who is committed to making a

difference in a service sector that impacts on the life of every Tasmanian. If you have a strong desire to work in Human Resource Management, our exciting new program offers a two year placement that will give you the chance to work in HR functions such as: Generalist HR Advice; Recruitment; Employee Relations and; Learning and Development.

Reporting to the Director Human Resources, this role encompasses a wide range of responsibilities including, but not limited to, conducting research and analysis; providing day to day solutions on HR related issues and developing proposals and recommendations. The role will assist in specific projects, develop and maintain relationships with stakeholders ensuring key HR outcomes are achieved and assist with the implementation of strategies, policies and programs.

Do you have?

A degree in a relevant discipline.

Well developed interpersonal skills.

A strong foundation in computer literacy.

The ability to work with increasing autonomy.

Flexibility, creativity and a good initiative.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

Essential Requirements:—A degree in a relevant discipline.

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

Enquiries to Rachel Hoyt, Director, Human Resources, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6464 3043, email rachel.hoyt@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

NORTH WEST REGION

North West Regional Hospital

Registered Nurse (522011) (522011).

Applications Close:—Wednesday, 16 December 2015.

Salary:—\$58,432 – \$79,964 p.a.

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

Fixed-term full-time shift worker, working 76 hours per fortnight until December 2016.

Location:—Critical Care Department, North West Regional Hospital.

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

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

Flexible working arrangements allow these vacancies to be filled by more than one person.

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.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

This role is based in the Critical Care Department (CCD) of North West Regional Hospital in Burnie.

Who are we looking for?

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

Reporting to the Nurse Unit Manager Critical Care Department, 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 AHPRA registration.

At least 2-3 years relevant clinical experience.

Graduate Certificate in Critical Care or alike.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

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

Enquiries to Trudy Segger, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6673, email trudy.segger@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

North West Regional Hospital

Registered Nurse, Medical Ward (502150).

Applications Close:—Friday, 11 December 2015.

Salary:—\$58,432 – \$79,964 p.a.

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

Fixed-term full-time Up to 76 hours per fortnight (a total of 140 hours available until June 2016).

Location:—North West Regional Hospital, Burnie.

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

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

Flexible working arrangements allow these vacancies to be filled by more than one person.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

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

Reporting to the Nurse Unit Manager Medical Ward, 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.

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 and crimes involving dishonesty.

Identification check and disciplinary action in previous employment check.

Enquiries to Maxine Munting, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6568, email maxine.munting@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

North West Regional Hospital

Registered Nurse, Surgical Ward (521697).

Applications Close:—Friday, 11 December 2015.

Salary:—\$58,432 – \$79,964 p.a.

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

Permanent full-time shift workers, working up to 76 hours per fortnight.

Location:—North West Regional Hospital, Burnie.

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

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

Flexible working arrangements will allow these vacancies to be filled by more than one person.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

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

Reporting to the Nurse Unit Manager Surgical Ward, 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.

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

Enquiries to Jo Lodge, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6430 6562, email johanna.lodge@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Primary Health North West

Devonport Community Health

Registered Nurse, Community (502624) (502624).

Applications Close:—Friday, 11 December 2015.

Salary:—\$58,432 – \$79,964 pro rata, per annum.

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

Permanent part-time shift worker, working 27.5 hours per fortnight.

Location:—Devonport Community Health Centre.

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

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

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.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

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

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

Do you have?

Current Registration.

Current Drivers Licence.

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.

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

Enquiries to Anthony Hurst, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6421 7700, email anthony.hurst@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Primary Health North West

Smithton District Hospital and Community Health

Home Help Personal Carer (502686).

Applications Close:—Friday, 11 December 2015.

Salary:—\$45,102 – \$45,829 pro rata, per annum.

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

Fixed-term casual shift worker, working as and when required for a 3 year appointment.

Location:—Community Health Smithton.

This selection process may be used to fill subsequent casual, shift or day work vacancies arising in this section within the next six months.

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.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

Who are we looking for?

We are seeking to recruit motivated and enthusiastic Home Help/Personal Carers to work on a casual basis.

The successful applicant will possess excellent communication skills to effectively work with clients, their family unit and the community health team. Your ability to work with minimal supervision, experience in the competent performance of household duties and awareness of available support agencies will ensure client care requirements are efficiently met.

All applicants must hold a Home Care/Personal Care certificate such as a Certificate III in Aged Care or be working towards the same.

If you are passionate about assisting clients with their personal care needs, assisting them to remain in their home/community environment, then this may be the career opportunity you have been waiting for.

Do you have?

Home Care/Personal Care certificate or equivalent experience.

Current Driver's Licence.

First Aid Certificate.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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

Enquiries to Sharan McLaren, Director of Nursing, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6452 4650, email sharan.mclaren@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH SERVICE

TASMANIAN HEALTH SERVICE

North West Region

Primary Health North West

Smithton District Hospital and Community Health

Registered Nurse (502432).

Applications Close:—Saturday, 12 December 2015.

Salary:—\$58,432 – \$79,964 pro rata, per annum.

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

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

Location:—Smithton District Hospital.

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

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

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.

Who are we?

The Tasmanian Health Service is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare and services.

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 Nurse Co-ordinator, 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.

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

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

Enquiries to Sharan McLaren, Director of Nursing, Department of Health and Human Services and Tasmanian Health Service, phone (03) 6452 4650, email sharan.mclaren@ths.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Service, North West Region, P.O. Box 258, Burnie 7320. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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JUSTICE

COMMUNITY CORRECTIONS

Safe at Home Co-ordination Unit

Executive Officer (355507).

Applications Close:—Friday, 11 December 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time for 30.8 hours per fortnight for a period of 6 months.

Location:—Hobart.

Duties:—Provide executive support in each of the 3 regions of Tasmania for the Safe at Home Co-ordination Unit, including the supervision of administrative staff and managing and prioritising their work flow. Provide comprehensive executive support for the Senior Consultant and other branch members, including managing diaries, phone calls, co-ordinating meetings conferences and travel and accommodation arrangements. Maintain the Safe at Home Management System (SIMS) database by importing data from a range of external sources and through meetings minutes.

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

Enquiries to Amanda Johnson, Senior Consultant, Community Corrections, Department of Justice, phone (03) 6165 4986, email amanda.johnson@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, phone (03) 6165 4908, 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 Amanda Johnson on (03) 6165 4986.

The Department prefers electronic submission of applications, which will be acknowledged by email upon

submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

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

JUSTICE

LEGAL AID COMMISSION OF TASMANIA

Legal Practitioner (356397).

Applications Close:—Friday, 11 December 2015.

Salary:—\$52,994 – \$67,104 p.a.

Legal Practitioners Agreement 2014, Level 1.

Fixed-term full-time working 73.5 hours per fortnight for a period of 2 years.

Location:—Launceston.

Duties:—To provide telephone legal advice in relation to all areas of the law and legal procedures as applicable in Tasmania and to facilitate referrals, where appropriate to other services. To interview and advise clients in the Commission's legal advice clinic either face to face or via video conferencing. To prepare and deliver community legal education. To perform other legal work as directed in the Commission's practice areas.

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

Enquiries to Karen Gillie, Director's Assistant, Legal Aid Commission of Tasmania, Department of Justice, phone (03) 6236 3820, email karen.gillie@legalaid.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, phone (03) 6165 4908, 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 Karen Gillie on (03) 6236 3820.

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

OFFICE OF THE PUBLIC GUARDIAN

Assistant Guardian (355102).

Applications Close:—Friday, 11 December 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time for a period of 12 months working 36 hours and 45 minutes per fortnight.

Location:—Launceston.

Duties:—Under the direction of the Public Guardian or Deputy Public Guardian, assist with the management of files, including setting up new files, managing hearing lists, allocating appointments to Guardians and collecting and

recording statistical data. Manage and monitor a case-load of low-activity files, referring matters requiring specific decisions to the Public Guardian or other Guardians.

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

Enquiries to Kim Barker, Public Guardian, Office of the Public Guardian, Department of Justice, phone (03) 6165 3444, email kim.barker@publicguardian.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart Tas, 7001, phone (03) 6165 4908, 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 Kylie Hillier on (03) 6165 3444.

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

Senior Planning Adviser (2 Vacancies).

Applications Close:—Friday, 11 December 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Vacancy No. 356378.

Permanent full-time working 73.5 hours per fortnight.

Location:—Hobart.

Vacancy No. 356335.

Permanent full-time working 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Provide professional advice and support to the Executive Commissioner, the Commission, Senior Planning Consultants or its delegates as required. Prepare reports for the Executive Commissioner, the Commission or its delegates as required, including draft assessment or strategic planning reports, correspondence, draft Cabinet Minutes, and draft Minutes to the Minister and briefing papers.

Desirable Requirements:—Corporate membership of the Planning Institute of Australia (PIA) or qualifications deemed acceptable for corporate membership of PIA.

Enquiries to Marietta Wong, Acting Director Assessments, Tasmanian Planning Commission, Department of Justice, phone (03) 6165 6810, email marietta.wong@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 4908, email applications@justice.tas.gov.au.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Finance and Payroll Services

Payroll Officer (T02005).

Applications Close:—Friday, 11 December 2015.

Salary:—\$57,249 – \$61,373 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time from 1 February 2016 to 04 November 2016.

Location:—Hobart.

Duties:—Undertake specialist functions including utilising an integrated computerised Human Resource Management (HRM) system to provide quality personnel and payroll processing services.

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

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 Mr John Lampkin, Manager Payroll Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2216, email John.lampkin@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).

POLICE AND EMERGENCY MANAGEMENT

OPERATIONS SUPPORT

Firearms Services

Clerical Support Officer (001119).

Applications Close:—Friday, 11 December 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Duties:—Contribute to the operational effectiveness of the work unit in Firearms Services by ensuring the clerical, administrative and data entry processes are timely and accurate.

Qualifications and Experience:—Knowledge and expertise consistent with qualifications recognised at Certificate 3 or equivalent level.

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 Inspector Kathy Bennett, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, Tas, 7001, phone (03) 6173 2699, email Kathryn.bennett@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).

POLICE AND EMERGENCY MANAGEMENT

STATE EMERGENCY SERVICE

State Headquarters

Clerical Support Officer (002193).

Applications Close:—Friday, 11 December 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Focus:—To provide administrative, keyboard and clerical support within the State Emergency Service regional headquarters or State Headquarters.

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

Qualifications and Experience:—Knowledge and expertise consistent with qualifications recognised at Certificate 3 or equivalent level.

Enquiries to Ms Simone Axton, Executive Officer, State Emergency Service, Department of Police and Emergency Management, phone (03) 6173 2766, email simone.axton@ses.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7000, 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).

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

NATURAL AND CULTURAL HERITAGE

Wildlife Management

Program Manager, Save the Tasmanian Devil Program (702623).

Applications Close:—Friday, 11 December 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time (from As soon as possible for 3 years).

Location:—Hobart.

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

Duties:—Manage and co-ordinate the Save the Tasmanian Devil Program, providing sound governance and management to the program. Support and facilitate the research, monitoring and management actions required to meet the program's objectives. Oversee the management of the program's management activities and liaise with and maintain effective partnerships with other Sections in the Branch and key stakeholders.

Desirable Requirements:—A relevant tertiary qualification. A current motor vehicle driver's licence.

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume by 5pm on the closing date indicated on the advertisement.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Howel Williams, phone (03) 6165 4393, email Howel.Williams@dpiuwe.tas.gov.au.

Applications to Manager, Human Resources, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3186, fax (03) 6173 0230, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Northern Region

Visitor Services Officer (705559).

Applications Close:—Friday, 11 December 2015.

Salary:—\$57,249 – \$61,373 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time (working 44.1 hours per fortnight, from as soon as possible until 30 November 2016 or until the return

of the substantive occupant to full-time hours, whichever is the sooner).

Location:—Northern Region, initially located at Freycinet Field Centre.

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

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

Duties:—Assist the Visitor Services Co-ordinator with the day to day operations of the visitor centre including the interpretation displays, park shop, stock management and routine supervision of less experienced staff. Provide an information service to visitors.

Desirable Requirements:—A current motor vehicle driver's licence. A current Workplace Level 2 First Aid Certificate or equivalent.

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume by 5pm on the closing date indicated on the advertisement.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to David Adams, phone (03) 6256 7005, email David.Adams@parks.tas.gov.au.

Applications to Manager, Human Resources, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3180, fax (03) 6173 0230, email job.applications@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations

Project Officer, Assets and Information Systems (707486).

Applications Close:—Friday, 11 December 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

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

Location:—Hobart.

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

Duties:—Develop and implement asset management procedures and works related to built infrastructure, and in particular road management. Undertake project, program and administrative functions for the Assets and Information Systems (AIS) Section within the Parks and Wildlife Service (PWS).

Desirable Requirements:—Current Workplace Level 2 First Aid Certificate. Qualifications and/or experience in a built asset or natural environmental related field. Qualifications in Training and Assessments. A current motor vehicle driver's licence. An ability to pass the PWS fire fighter fitness assessment at the 'Moderate' or 'Arduous' level.

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume by 5pm on the closing date indicated on the advertisement.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated.

At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Brian Campbell, mobile 0428 553 315, email Brian.Campbell@parks.tas.gov.au.

Applications to Manager, Human Resources, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3180, fax (03) 6173 0230, email job.applications@dpipwe.tas.gov.au.

STATE GROWTH
TRANSPORT SERVICES

Project Manager (373254).

Applications Close:—Friday, 11 December 2015.

Salary:—\$100,355 – \$104,931 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time Until 30 September 2017.

Location:—Hobart.

Duties:—Demonstrated experience in managing the planning, scoping, development and delivery phases of large, complex and significant transport infrastructure projects within the defined budget and time constraints along with the proven ability to apply budgetary, time and scope control measures.

Demonstrated experience in procuring and managing complex transport infrastructure consultancies and contracts the including the proven ability to exercise strategic professional judgement in the identification, management and mitigation of associated risks.

Demonstrated experience applying technical knowledge and judgement with a high degree of autonomy, including the ability to work independently and with teams to provide technical analysis, deliver quality solutions to technical problems and provide policy recommendations.

Well-developed communication skills, including the ability to effectively negotiate, liaise, influence and resolve conflict with stakeholders, incorporating an end-user focus and a collaborative approach.

Proven capacity to lead and manage diverse teams in a high pressure and changing environment including assisting staff to solve complex or critical problems in situations of uncertainty.

Classification Information:—Dependent on qualifications (refer to Essential Requirements) appointment to these roles will at either:—Tasmanian State Service Award, General Stream, Band 7; Tasmanian State Service Award, Professional Stream, Band 3 or DIER Engineers Industrial Agreement, Engineer Band B 9.

Desirable Requirements:—Undergraduate and/or postgraduate qualifications or experience in engineering, project management, contract management or any other area relevant to the selection criteria.

Minimum of 5 years' experience as the project manager of the development and delivery of civil infrastructure projects with capital works values in excess of \$2 million.

Current Drivers Licence.

Enquiries to Andrew Fowler, Senior Project Manager, Department of State Growth, 10 Murray Street, Hobart, phone (03) 6166 3422, email andrew.fowler@stategrowth.tas.gov.au.

Applications to People and Culture, Operations, Department of State Growth, 22 Elizabeth Street, Hobart, email recruitment@stategrowth.tas.gov.au.

STATE GROWTH
TRANSPORT SERVICES
State Roads

Senior Contract Officer (372551).

Applications Close:—Friday, 11 December 2015.

Salary:—\$86,230 – \$97,646 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Provide high level advice to Agency staff on a range of Tasmanian State Service (TSS) procurement and contracting activities ensuring compliance with procurement guidelines and legislative requirements.

Draft and provide advice on contracts, consultancies, goods and services, minor and major works constructions and contract variations.

Establish and maintain an effective working relationship with the Office of Crown Law, and liaise with and seek advice from Crown Law officers where required.

Act as a Reserve Member on the Departmental Procurement Committee when required.

Represent the department at internal and external forums, including the whole of government Procurement Reference Group.

Work collaboratively with, and provide high level client service and support to internal and external key stakeholders.

Undertake high level research and provide expert advice and support to the Agency regarding tender procedures (including recommendations relating to potential business improvement initiatives).

Assist in the compliance reporting on all contracts awarded by the Agency, as well as exemptions issued under the Treasurer's Instructions to the Department of Treasury and Finance.

Assist the Department to maintain best practice corporate governance requirements and undertake quality assurance, including identification of opportunities for innovation, improvement and implementation in consultation with the Manager, Contract Services.

Provides leadership, instruction, guidance and mentoring support to junior team.

Desirable Requirements:—Highly desirable, satisfactory completion of a university degree in Bachelor of Law.

Enquiries to Melissa Millington, A/Manager, Contract Services, Department of State Growth, phone (03) 6165 5199, email Melissa.Millington@stategrowth.tas.gov.au.

Applications to People and Culture, Department of State Growth, email recruitment@stategrowth.tas.gov.au.

TASTAFE
CORPORATE SERVICES
Client Services

Client Services Officer, North (967805).

Applications Close:—Friday, 11 December 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.50 hours per fortnight.

Location:—Client Services North.

Description of the role:—To provide a client focused service to both external and internal clients. The role encompasses operational processes including; reception, cashiering and accurately maintaining databases within an educational setting. Client Services is based on a collaborative and consultative approach in all its operations. The key aspects of this are working with integrity, respect and openness in dealing with others and a focus on teamwork.

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 Sophie Bryan, Team Leader Client Services, TasTAFE, phone (03) 6777 2571, email sophie.bryan@TasTAFE.tas.edu.au or Sharon Curtis, Team Leader Client Services, TasTAFE, phone (03) 6777 2476, email sharon.curtis@TasTAFE.tas.edu.au.

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

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

Electronic submission of applications is preferred. Electronic applications must be in Microsoft Word or PDF format. Additional paper copies of applications should not be sent through the mail. Receipt of electronic applications will be acknowledged by return email within two working days.

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

All applicants are required to supply a valid email address with their application for the purposes of email communication.

TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Budget Management Branch

Budget Systems Accountant (724283).

Applications Close:—Friday, 11 December 2015.

Salary:—\$77,012 – \$79,354 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time or part-time/job share may be considered, for the period 04.01.2016 to 30.06.2018.

Location:—Hobart.

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

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

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

Enquiries to David Bailey, Director, Budget Management Branch, Department of Treasury and Finance, phone (03) 6166 4413, email david.bailey@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart Tas 7001, phone (03) 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 right hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6166 4450.

Staff Movements

Permanent Appointments

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Probation Period</i> | <i>Date of Effect</i> |
|--|--|-----------------|-------------------------|-----------------------|
| Education | Education Facility Attendant | J. Sefton | 6 months | 30.11.15 |
| Education | Advanced Skills Teacher | N. Robinson | 12 months | 01.01.16 |
| Education | Teacher | L. Russell | 12 months | 27.01.16 |
| Health & Human Services & Tasmanian Health Service | Change Leader | P. Alford | 6 months | 30.11.15 |
| Health & Human Services & Tasmanian Health Service | Legislation Officer | I. Bourke | 6 months | 30.11.15 |
| Health & Human Services & Tasmanian Health Service | Registered Nurse | A. Burgess | 6 months | 01.12.15 |
| Health & Human Services & Tasmanian Health Service | Executive Assistant | L. Searle | 6 months | 30.11.15 |
| Health & Human Services & Tasmanian Health Service | Multi Skilled Domestic | S. McDonald | 6 months | 23.11.15 |
| Health & Human Services & Tasmanian Health Service | Child Protection Worker | E. Brett | 6 months | 27.11.15 |
| Premier & Cabinet | Client Service Officer | D. Austin | 6 months | 19.11.15 |
| Primary Industries, Parks, Water & Environment | Visitor Reception Officer | K. Simpson | nil | 28.11.15 |
| TasTAFE | Consultant, Workers Compensation and Injury Management | S. Cahalan | 6 months | 23.11.15 |
| TasTAFE | VET Consultant | S. Marshall | 6 months | 14.12.15 |
| TasTAFE | International Student Advisor | J. Thompson | 6 months | 18.11.15 |

Appointment of Officers

| <i>Agency</i> | <i>Officers Name</i> | <i>Duties Assigned</i> | <i>Date of Appointment</i> | <i>Duration</i> |
|--|----------------------|--|----------------------------|-----------------|
| Primary Industries, Parks, Water & Environment | T. Grant | Valuer-General | 02.11.15 | 5 years |
| Primary Industries, Parks, Water & Environment | F. Bourne | General Manager (Water and Marine Resources) | 30.11.15 | 5 years |
| Primary Industries, Parks, Water & Environment | D. Wilson | General Manager (Corporate Services) | 21.09.15 | 5 years |

Promotion of Permanent Employees

| <i>Agency</i> | <i>Employee</i> | <i>Duties Assigned</i> | <i>Date of Effect</i> |
|--|-----------------|------------------------------------|-----------------------|
| Education | G. Hughes | Assistant Principal | 01.02.16 |
| Health & Human Services & Tasmanian Health Service | E. Hill | Branch Station Officer ICP | 09.11.15 |
| Health & Human Services & Tasmanian Health Service | B. Greatbatch | eHealth Application Administrator | 30.11.15 |
| Health & Human Services & Tasmanian Health Service | R. Moody | Senior Dental Assistant | 30.11.15 |
| Premier & Cabinet | M. Bowditch | Policy Analyst | 23.11.15 |
| State Growth | J. Cane | Senior Media Consultant | 16.11.15 |
| Treasury & Finance | D. Harris | Information Management Coordinator | 07.12.15 |

Resignation of Permanent Employees

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Date of Effect</i> |
|--|--------------------------------------|-----------------|-----------------------|
| Health & Human Services & Tasmanian Health Service | Administrative Assistant | K. Rowlings | 27.11.15 |
| Health & Human Services & Tasmanian Health Service | Child Protection Worker | J. Boland | 18.11.15 |
| Health & Human Services & Tasmanian Health Service | Pay/Personnel Officer | K. Cooper | 27.11.15 |
| Health & Human Services & Tasmanian Health Service | Client Support Officer | M. Schafer | 20.11.15 |
| Health & Human Services & Tasmanian Health Service | Phlebotomist | P. Thiessen | 04.12.15 |
| Health & Human Services & Tasmanian Health Service | Customer Service Officer | N. Matheson | 13.11.15 |
| Health & Human Services & Tasmanian Health Service | Reception and Administration Officer | M. Schafer | 20.11.15 |
| Health & Human Services & Tasmanian Health Service | Dental Assistant | S. Eeles | 20.11.15 |
| Justice | Probation Officer | A. O'Toole | 21.11.15 |
| Premier & Cabinet | Policy Analyst | R. Davidson | 02.12.15 |
| Premier & Cabinet | Client Service Officer | H. Wolarczuk | 19.11.15 |
| TasTAFE | Teacher | S. Cleary | 18.11.15 |

Retirement of Permanent Employees

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Date of Effect</i> |
|--|--------------------------|-----------------|-----------------------|
| Education | Advanced Skills Teacher | J. Ranson | 18.11.15 |
| Health & Human Services & Tasmanian Health Service | Administration Assistant | J. Hesketh | 24.11.15 |

Transfer of Permanent Employees

| <i>Agency</i> | <i>Employee</i> | <i>New Agency</i> | <i>Duties Assigned</i> | <i>Date of Effect</i> |
|---------------|-----------------|--------------------|------------------------|-----------------------|
| State Growth | S. Raymond | Treasury & Finance | Budget Analyst | 30.11.15 |



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