



# TASMANIAN STATE SERVICE NOTICES

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

### Vacancies—General Information

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

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

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

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

Tasmanian Government Gazettes are available for perusal in the reference section of major branches of the State Library.

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

#### Further Information

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

#### Submission of Applications

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

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

#### Fixed-Term Appointment

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

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

#### Fixed-Term Employment Registers

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

## Tasmanian Government Gazette

### Email text copy to

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

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

### State Service Notices

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

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

#### EDUCATION

##### **Secondary School Nurse (Northern Region) (969079).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$75,612 – \$79,964 p.a.

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

Fixed-Term full-time 76 hours per fortnight from 01/07/2015 for up to 3 years.

Location:—Ravenswood.

Description of Role:—Provide clinical assessment, screening and support to individuals and groups and undertake early intervention activities and provide short term support for students in the secondary school setting. Participate in the development and implementation of health promotion activities in collaboration with key stakeholders.

Essential Requirements:—Registration with the Nursing and Midwifery Board of Australia. 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:—Current drivers licence.

Relevant post-graduate health qualification or other post graduate Paediatric qualification.

Enquiries to Anthony Millward, Department of Education, phone (03) 6165 5459, email [anthony.millward@education.tas.gov.au](mailto:anthony.millward@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.

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

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

##### **Primary School Nurse (Northern Region) (2 Vacancies).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$75,612 – \$79,964 p.a.

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

Vacancy No. 969074.

Fixed-Term full-time 76 hours per fortnight from 01/07/2015 for up to 3 years.

Location:—East Devonport.

Vacancy No. 969069.

Fixed-Term part-time 15.20 hours per fortnight from 01/07/2015 for up to 3 years.

Location:—Ravenswood.

Description of Role:—Provide clinical assessment, screening and support to individuals and groups and undertake early detection activities and provide supported referrals for students in the primary school setting. Participate in the development and implementation of health promotion activities in collaboration with key stakeholders.

Essential Requirements:—Registration with the Nursing and Midwifery Board of Australia. 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:—Current drivers licence.

Post graduate qualification in Child and Family Health Nursing or other post graduate Paediatric qualification.

Enquiries to Anthony Millward, Department of Education, phone (03) 6165 5459, email [anthony.millward@education.tas.gov.au](mailto:anthony.millward@education.tas.gov.au).

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

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## EDUCATION

### EARLY YEARS AND SCHOOLS

#### **Primary School Nurse (Southern Region) (2 Vacancies).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$75,612 – \$79,964 p.a.

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

Vacancy No. 969076.

Fixed-Term full-time 76 hours per fortnight from 01/07/2015 for up to 3 years.

Location:—Bridgewater.

Vacancy No. 969075.

Fixed-Term part-time 45.60 hours per fortnight from 01/07/2015 for up to 3 years.

Location:—Clarence Plains.

Description of Role:—Provide clinical assessment, screening and support to individuals and groups and undertake early detection activities and provide supported referrals for students in the primary school setting. Participate in the development and implementation of health promotion activities in collaboration with key stakeholders.

Essential Requirements:—Registration with the Nursing and Midwifery Board of Australia. 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:—Current drivers licence.

Post graduate qualification in Child and Family Health Nursing or other post graduate Paediatric qualification.

Enquiries to Anthony Millward, Department of Education, phone (03) 6165 5459, email anthony.millward@education.tas.gov.au.

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

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## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

Jordan River Learning Federation

East Derwent Campus

#### **School Administration Clerk, JRLF East Derwent Primary (968788).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 58.8 hours per fortnight from 20 July 2015 for 42 weeks per year.

Location:—JRLF, East Derwent Primary School.

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

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

Enquiries to Teresa Pockett, Principal, Jordan River Learning Federation, Department of Education, phone (03) 6263 7303, email teresa.pockett@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.

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

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

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## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

Collinsvale Primary School

#### **Principal, Collinsvale Primary School (202705).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$114,793 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Band 3, Level 1.

Permanent full-time from 20 July 2015.

Location:—Collinsvale Primary School.

To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Judy Travers, Department of Education, phone (03) 6165 6467, email judy.travers@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.

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

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

### LEARNING SERVICES

#### *Learning Services (South)*

#### Ogilvie High School

#### ***Advanced Skills Teacher (eStrategy), Ogilvie High School (950249).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$96,766 p.a.

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

Permanent full-time 70.00 hours per fortnight.

Location:—Ogilvie High School.

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

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

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

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

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

Enquiries to Julie Bird, Department of Education, phone (03) 6228 8800, email julie.bird@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.

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

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

### LEARNING SERVICES

#### *Learning Services (South)*

#### Sandy Bay Infant School

#### ***Principal, Sandy Bay Infant School (204422).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$114,793 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Band 3, Level 1.

Permanent full-time from 20 July 2015.

Location:—Sandy Bay Infant School.

To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Judy Travers, Department of Education, phone (03) 6165 6467, email judy.travers@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.

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

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

## LEARNING SERVICES

*Learning Services (South)*

South Hobart Primary School

**Advanced Skills Teacher, South Hobart Primary School (963617).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$96,766 p.a.

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

Permanent full-time 70.00 hours per fortnight.

Location:—South Hobart Primary School.

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

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

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

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

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

Enquiries to Cathy Franz, Department of Education, phone (03) 6223 6040, email [cathy.franz@education.tas.gov.au](mailto:cathy.franz@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.

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

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

## LEARNING SERVICES

*Learning Services (South)*

Southern Support School

**Teacher Assistant, Southern Support School (5 Vacancies).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 953623.

Permanent part-time 22 hours per fortnight from as soon as possible.

Location:—Southern Support School.

Vacancy No. 954807.

Permanent part-time 22 hours per fortnight from as soon as possible.

Location:—Southern Support School.

Vacancy No. 960145.

Permanent part-time 22 hours per fortnight from as soon as possible.

Location:—Southern Support School.

Vacancy No. 963653.

Permanent part-time 22 hours per fortnight from as soon as possible.

Location:—Southern Support School.

Vacancy No. 964814.

Permanent part-time 22 hours per fortnight from as soon as possible.

Location:—Southern Support School.

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

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

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

Enquiries to Robyn Schreck, School Business Manager, Department of Education, phone (03) 6165 6200, email [robyn.schreck@education.tas.gov.au](mailto:robyn.schreck@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.

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

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

## LEARNING SERVICES

*Learning Services Northern Region*

Cressy District High School

**Principal, Cressy District High School (205105).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$137,556 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Band 3, Level 4.

Permanent full-time 70 hours per fortnight from 20 July 2015.

Location:—Cressy District High School.

Description of the Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Trudy Pearce, General Manager, Department of Education, phone (03) 6478 4329, email [trudy.pearce@education.tas.gov.au](mailto:trudy.pearce@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.

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

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services Northern Region*

#### Invermay Primary School

#### ***Principal, Invermay Primary School (203358).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$129,967 p.a.

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

Permanent full-time 70 hours per fortnight from 20 July 2015.

Location:—Invermay Primary School.

Description of the Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Trudy Pearce, General Manager, Department of Education, phone 0409 584 652, email [trudy.pearce@education.tas.gov.au](mailto:trudy.pearce@education.tas.gov.au).

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

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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

### LEARNING SERVICES

#### *Learning Services Northern Region*

#### Lilydale District School

#### ***Principal, Lilydale District School (203624).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$129,967 p.a.

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

Permanent full-time 70 hours per fortnight from 20 July 2015.

Location:—Lilydale District School.

Description of the Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Trudy Pearce, General Manager, Department of Education, phone (03) 6478 4329, email [trudy.pearce@education.tas.gov.au](mailto:trudy.pearce@education.tas.gov.au).

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

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

### LEARNING SERVICES

#### *Learning Services Northern Region*

#### St Marys District School

#### **Principal, St Marys District School (203701).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$137,556 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Band 3, Level 4.

Permanent full-time 70 hours per fortnight from 20 July 2015.

Location:—St Marys District School.

Description of the Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Trudy Pearce, General Manager, Department of Education, phone (03) 6478 4329, email trudy.pearce@education.tas.gov.au.

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

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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

### LEARNING SERVICES

#### *Learning Services Northern Region*

#### Westbury Primary School

#### **Principal, Westbury Primary School (205842).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$114,793 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Band 3, Level 1.

Permanent full-time 70 hours per fortnight from 20 July 2015.

Location:—Westbury Primary School.

Description of the Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Trudy Pearce, General Manager, Department of Education, phone (03) 6478 4329, email trudy.pearce@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.

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

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

### LEARNING SERVICES

#### *Learning Services Northern Region*

#### Ridgley Primary School

#### **Principal, Ridgley Primary School (200389).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$114,793 p.a.

Teaching Service (Tasmanian Public Sector) Award, Principal, Band 3, Level 1.

Permanent full-time 70 hours per fortnight from 20/07/2015.

Location:—Ridgley Primary School.

Description of Role:—To lead and direct the educational program and administration of a school/college in accordance with appropriate Acts, Regulations and guidelines.

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

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

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

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

Enquiries to Trudy Pearce, Department of Education, phone (03) 6478 4329, email [trudy.pearce@education.tas.gov.au](mailto:trudy.pearce@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.

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

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

#### *Information Services and Access*

#### Hobart LINC

#### **Senior Library Technician, Tasmanian Information and Research Service (700335).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Tasmanian Information and Research Service.

Description of Role:—Co-ordinate and supervise the work of library technicians to ensure the delivery of high quality customer-focused services, and provide technical direction, general supervision and advice as required. Modify established technical and professional solutions to resolve operational problems and issues. Undertake and resolve complex client queries including provision of technical advice about access to publications and information generally, and provide advice to senior staff regarding modification of policies and procedures as required.

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.

Desirable Requirements:—Relevant diploma from a discipline such as Library and Information Studies, Information Technology, Training and Assessment, Literacy.

Enquiries to Caroline Homer, Department of Education, phone (03) 6165 5535, email [Caroline.Homer@education.tas.gov.au](mailto:Caroline.Homer@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.

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

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 ORGANISATIONS

#### HEALTH AND HUMAN SERVICES

#### *Children and Youth Services*

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

Applications Close:—Friday, 5 June 2015.

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

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

Permanent part-time day work (60.8 hours perfortnight), see note below.

Location:—Children and Youth Services, North West.

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

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

Working in Child Protection in Tasmania.

Choose a career in Child Protection.

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

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

Child Protection Workers have sound self-management skills, self-awareness, and emotional maturity, with the ability to understand the personal impacts of child protection work and strategies for managing stress and building resilience. It



is important that Child Protection Workers have the ability to conduct work with integrity and honesty; adhere to confidentiality requirements; and demonstrate a commitment to working with children, young people and their families.

Selection criteria includes:—Your sound skills in building relationships, casework, interpreting and analysing information, and communication will be highly valued. Demonstrated abilities and experience will include:—Identifying and initiating contact with key individuals and groups who are important in decision making processes and providing expertise or assistance, investing time to create and maintain professional relationships based on mutual respect and contributing to a supportive and collaborative team environment.

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

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

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

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

Enquiries to Selina McGuire, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6477 7585, email selina.mcguire@dhhs.tas.gov.au.

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

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

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

##### HEALTH AND HUMAN SERVICES

##### *Children and Youth Services*

#### **Youth Worker (517170).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$63,262 – \$72,204 pro rata, per annum.

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

Fixed-Term full-time day work commencing as soon as possible until 19 February 2016.

Location:—CYS, Youth Justice Services, North.

Duties:—As part of a Youth Justice Team provide operational and outcome focused restorative justice services in the

community to clients who are subject to diversionary programs and legal orders.

Selection criteria includes:—Ability to supervise, support, motivate and engage constructively with young people and act as a positive role model.

Ability to impose reasonable limits and controls for young people and deal effectively with challenging behaviours.

Understanding of adolescent development and the issues impacting on young people, particularly in the youth justice context.

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

Desirable Requirements:—A Certificate IV in Youth or Community Services work.

Essential Requirements:—Satisfactory completion of an appropriate course of study from a recognised tertiary institution. Current Driver's Licence.

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

Enquiries to Jane Douglas, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6777 1146, email jane.douglas@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, GPO Box 125, Hobart 7001.

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

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

##### HEALTH AND HUMAN SERVICES

##### *Public Health Services*

#### **Allied Health Professional, Radiation Protection Intern (500751).**

Applications Close:—Friday, 5 June 2015.

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

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

Fixed-Term full-time from 20 July 2015 to 20 November 2015.

Location:—Upper Statton Building Repat.

Public Health Services are seeking a Radiation Protection Intern to work in the Radiation Protection Unit. This position provides graduates with an introduction to the profession of Health Physics with the opportunity to gain insight into the regulatory aspects of radiation protection. You will carry out projects and inspections under the Radiation Protection Act 2005 and prepare reports in support of the Radiation Protection Unit's objectives.

For a full range of duties please see the attached Statement of Duties.

Desirable Requirements:—Current driver's licence.

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

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

Enquiries to Stephen Newbery, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 7256, email [stephen.newbery@dhhs.tas.gov.au](mailto:stephen.newbery@dhhs.tas.gov.au) or Barbara Shields, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 7241, email [barbara.shields@dhhs.tas.gov.au](mailto:barbara.shields@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, GPO Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Shared Services*

Finance

**Team Leader Finance Operations (511379).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$76,051 – \$78,350 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream Band 5.

Permanent full-time day work.

Location:—Hobart.

Duties:—We are seeking a Team Leader, Finance Operations to join our team. The Team Leader is a senior member of the Finance Operations team, whose objective is to provide high level support and advice to the Manager Finance Operations as well as to provide leadership, management, advice and support to the Financial Operations staff. The Team Leader will be required to help in the development of policies, procedures, reports and undertake projects as required.

Financial Operations is based within Shared Services and provides the primary support mechanisms and processing of Department of Health and Human Services (DHHS) and Tasmanian Health Organisations (THOs) cash based transactions. The area encompasses Accounts Payable and Accounts Receivable functions.

The Team Leader is responsible for engendering a service culture within the Financial Operations Team with a commitment to providing excellent customer service and ensuring that the services provided by the team are customer focused and meet client needs.

If this sounds like you, please apply!

Desirable Requirements:—A Degree in Management or other relevant qualifications from a recognised tertiary institution and/or substantial experience in a financial management role.

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

Enquiries to Anthony Grundy, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3748, email [anthony.grundy@dhhs.tas.gov.au](mailto:anthony.grundy@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, GPO Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

*Strategic Control, Workforce and Regulation*

Office of the Chief Information Officer

**Senior Advisor Information Management (522181).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$99,415 – \$103,948 p.a.

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

Fixed-Term full-time day work, commencing as soon as possible for a period of 12 months.

Location:—Hobart.

Duties:—We are seeking a Senior Advisor Information Management to join our team. The Senior Advisor will provide leadership and strategic direction in information management and seek to identify opportunities to drive improvements in information management processes that will support the effective and efficient delivery of health and human services.

Desirable Requirements:—Relevant professional expertise and/or tertiary qualifications in an information management discipline.

Current Driver's Licence.

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

Enquiries to Bridget Prendergast, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3912, email [bridget.prendergast@dhhs.tas.gov.au](mailto:bridget.prendergast@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, GPO Box 125, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH  
*Launceston General Hospital*

**Registered Nurse (510840), (510840).**

Applications Close:—Friday, 5 June 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 worker, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Vascular Research, Launceston General Hospital, 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.

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

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

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

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

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH  
*Primary Health Services North*  
St Helens District Hospital

**Registered Nurse (506022).**

Applications Close:—Friday, 5 June 2015.

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

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

Fixed-Term part-time shift work (fully rotational), working 16 hours per fortnight. Notwithstanding, hours to be negotiated with the successful applicant. To commence as soon as possible until 16 November 2015.

Location:—Circassian Street, St Helens.

Registered Nurse required for a temporary part-time position on the East Coast of Tasmania. The St Helens Hospital has 10 sub acute beds and a 4 bay Emergency Area supported by a contracted GP service. The successful applicant will be required to combine quality patient-centred care to inpatients as well as offering expertise in critical and emergency presentations. Teamwork must be demonstrated through effective interaction with patients'/clients' families and other health team members to facilitate the provision of optimum patient/client care.

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

Enquiries to Denise Callister, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6387 5566, email [denise.callister@dhhs.tas.gov.au](mailto:denise.callister@dhhs.tas.gov.au).

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST  
*North West Regional Hospital*

**Pharmacist (519790).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$55,030 – \$83,520 p.a.

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

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

Location:—Pharmacy Department, North West Regional Hospital.

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced pharmacist to join the team based at the North West Regional Hospital (NWRH).

We are seeking someone with high level communication skills with demonstrated abilities to be flexible and work independently. You should be able to develop good working relationships with staff and clients throughout the NWRH and maintain effective rapport with the Pharmacy's key stakeholders.

The successful applicant will have an understanding of clinical pharmacy guidelines such as, the APAC Guidelines, Pharmaceutical Review and Medication Management Review programs and a working knowledge of the Pharmaceutical Benefits Scheme. Your knowledge and demonstrated ability to assess and evaluate drug regimens and medicines information will assist you to routinely offer verbal and written medicines information and advice to patients and health care professionals including knowledge of medication related issues.

The successful applicant will be required to participate as part of the rotational, after hours and weekend on call roster.

Do you have?

Current registration.

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

Well-developed communication and interpersonal skills.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

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 Pharmacy Board of Australia.

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

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

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Statewide Mental Health Services*

### ***Clinical Nurse Specialist, Adult and Community Mental Health (505031).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$81,214 – \$84,989 pro rata, per annum.

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

Permanent part-time day work, working 60.8 hours per fortnight.

Location:—South.

Duties:—Provide clinical nursing expertise in the management of clients with complex mental health needs, working with members of a multidisciplinary team and significant others to deliver comprehensive client care within the designated area of practice.

Initiate, develop, implement and evaluate clinical policy, care guidelines, quality improvement and research activities in accordance with contemporary best practice.

Provide supervision and support to nurses and co-ordinate student nurse placements.

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

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.

Enquiries to Dean Riches, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6282 0700, email dean.riches@dhhs.tas.gov.au.

You are encouraged to apply online. When applying online please do not send a duplicate hard copy application.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, GPO 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 ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Registered Nurse, Jack Jumper Allergy Program (508960).**

Applications Close:—Friday, 5 June 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.

Location:—Jack Jumper Allergy Program.

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

The Tasmanian Health Organisation – South is seeking applications for permanent Registered Nurses vacancies.

Duties:—In the role of Registered Nurse (Jack Jumper Allergy Program) you undertake clinical activities within the Jack Jumper Allergy Program associated with providing venom immunotherapy for severe anaphylaxis to the sting of the Jack Jumper ant. Utilising your problem solving approach, you will complete delegated activities associated with venom immunotherapy and collaborate with other members of the team to achieve the program aims.

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

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

Enquiries to Jenny Gudden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8664, email [jenny.gudden@dhhs.tas.gov.au](mailto:jenny.gudden@dhhs.tas.gov.au).

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

If you are not able apply online please forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, GPO Box 1061, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Senior Social Worker, Aged Care Services (522213).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$83,105 – \$91,756 p.a.

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

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

Location:—Social Work Services.

The Tasmanian Health Organisation – South is seeking interest from suitably qualified applicants for a Senior Social Worker, Aged Care Services vacancy.

Duties:—As the Senior Social Worker, Aged Care Services you provide specialised clinical social work services to aged care patients and their families of the Royal Hobart Hospital (RHH) which includes off site clinics.

You will also provide clinical expertise and comprehensive social work services in accordance with organisational policies and Australian Association of Social Workers Standards of Practice and Code of Ethics.

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

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

Enquiries to Barbara Moerd, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8440, email [barbara.moerd@dhhs.tas.gov.au](mailto:barbara.moerd@dhhs.tas.gov.au).

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

If you are not able apply online please forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, GPO Box 1061, Hobart, Tasmania 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN  
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

*Clinical Support Services*

**Senior Technician (516168).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$63,262 – \$72,204 pro rata, per annum.

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

Permanent part-time day work, working 60.8 hours per fortnight.

Location:—Jack Jumper Allergy Program.

The Tasmanian Health Organisation – South is seeking applications for permanent Senior Technician vacancy.

Duties:—In the role of Senior Technician you are expected to perform both routine and complex specialist procedures on a range of specimens related to the Jack Jumper Allergy Program (JJAP) under limited technical direction and supervision.

You will be responsible for maintaining laboratory equipment and participating in continuing development and research relating to the JJAP and supervision of a small team of technical staff.

Essential Requirements:—Possess or be actively enrolled in Certificate III or IV in Health Services Assistance (Hospital and Community Health Pharmacy Assistance) from a recognised

education institution; or Possess or be actively enrolled in Certificate III or IV in Hospital/Health Services Pharmacy Support from a recognised educational institution; or An Associate Diploma from a recognised educational institution, or an equivalent qualification, that is relevant to the work of a pharmacy technician.

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

Enquiries to Jenny Gudden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8664, email [jenny.gudden@dhhs.tas.gov.au](mailto:jenny.gudden@dhhs.tas.gov.au).

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

If you are not able apply online please forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, GPO Box 1061, Hobart, Tasmania 7001.

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

TASMANIAN HEALTH ORGANISATION, SOUTH

##### *Hotel Services and Logistics*

##### **Food Service Officer (Relief) (507950).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$42,777 – \$44,247 pro rata, per annum.

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

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

Location:—South.

Duties:—Assist with the food preparation, production, plating service, warewashing, and cleaning duties in the provision of catering services to patients, visitors and staff of the hospital.

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

Enquiries to Ange Young, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6274 5204, email [ange.young@dhhs.tas.gov.au](mailto:ange.young@dhhs.tas.gov.au).

You are encouraged to apply online. When applying online please do not send a duplicate hard copy application.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, GPO 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 ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

##### *Medicine Services*

##### **Administrative Assistant (508742).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$50,183 – \$53,673 p.a.

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

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

Location:—Cardiac Cath Laboratory, Royal Hobart Hospital.

Duties:—The Tasmanian Health Organisation, South is seeking an experienced Administrative Assistant to join our team in the Cardiology Department. The successful applicant will provide a high level of administrative and clerical support to the Head of Department and staff within the Cardiology Department. Key administrative duties will be integral in the management and support to the Cardiology clinics, angiography, echocardiography, and cardiac pacing services within the department. This will involve working as part of a team in providing reception services for the public, patient interviews and updating patient details on the patient information system. Duties will also include managing referrals, waitlists and scheduling outpatient appointments for the vast array of cardiology services.

The department is seeking a highly motivated individual with the ability to work as part of a team in a busy and demanding work environment and have well-developed written, verbal and time management skills.

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

Enquiries to Therese Hudson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8706, email [therese.hudson@dhhs.tas.gov.au](mailto:therese.hudson@dhhs.tas.gov.au).

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

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

TASMANIAN HEALTH ORGANISATION, SOUTH

##### *Oral Health Services (Statewide)*

##### *Oral Health North West*

##### **Dental Technician (501284).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$63,262 – \$72,204 p.a.

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

Fixed-Term full-time day worker, 76 hours per fortnight, commencing 1 July 2015.

Location:—Oral Health Services North West, 23 Steele Street, Devonport.

Provide dental prosthetic technical expertise and construction in the recognised fields of:—Removable dental prostheses; Fixed dental prostheses; Maxillo-facial prostheses; Repairs, additions, relines and remodels; Simple orthodontic appliances; Protective mouthguards; Bleaching and fluoride trays and Other prosthetic appliances which OHST may include within its core business for eligible clients of the service.

Evaluate, analyse and research options needed to resolve complex dental prosthetic technical problems without direct supervision.

Maintain a collaborative relationship with dental clinicians and ancillary staff to ensure conformity in the production of quality dental prostheses.

Undertake dental technical laboratory duties and assist in the training of trainees.

Work collaboratively with other members of the dental team to ensure that dental undergraduates and less experienced staff understand the processes of dental technical construction.

Essential Requirements:—Diploma of Dental Technology or recognised equivalent.

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

Enquiries to Roseanne Robinson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 64777644, email [roseanne.robinson@dhhs.tas.gov.au](mailto:roseanne.robinson@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

### *Surgical Services*

#### ***Hyperbaric Technical Officer (509320).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$83,601 – \$94,132 pro rata, per annum.

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

Fixed-Term full-time day work (with on-call) working 76 hours per fortnight. Commencing As soon as possible until 1 November 2015.

Location:—Hyperbaric Unit, Royal Hobart Hospital.

Duties:—The Hyperbaric Technical Officer supports the provision of a statewide service for patients requiring Hyperbaric Oxygen Treatment by supervising and operating the hyperbaric chamber and ancillary equipment, providing hyperbaric treatment to divers by applying therapeutic treatment schedules for recognised medical indications as instructed by Specialists within the Unit, implementing the Hyperbaric Unit's policies and safety regulations, in conjunction with Hyperbaric Medicine Specialists.

Essential Requirements:—Diploma of Occupational Diving or Diploma of Clearance Diving or an equivalent qualification from a recognised training institution with a minimum two years experience and a diving supervisors certificate as awarded by Australian Divers Accreditation Scheme (ADAS) and Eligible to become a full member of the Hyperbaric Technicians and Nurses Association (HTNA).

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

Enquiries to Corry Van den Broek, Department of Health and Human Services and Tasmanian Health Organisations, mobile (03) 6222 8322, email [corry.vandenbroek@dhhs.tas.gov.au](mailto:corry.vandenbroek@dhhs.tas.gov.au).

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

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## JUSTICE

### TASMANIA PRISON SERVICE

#### ***Catering Supervisor (Industries) (355350).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time working 73.5 hours per fortnight, work as part of a roster which includes rotating through weekends and public holidays.

Location:—Risdon Prison.

All Catering Supervisors (Industries) applicants are required to undergo psychological and aptitude testing as part of the selection process.

Duties:—Assist in the management of the food services area at Risdon Prison. Ensure food products prepared in the prison kitchen meet appropriate standards. Supervise inmates employed in the Risdon prison kitchen and bakery including providing reports on inmate performance as required.

Essential Requirements:—A current Tasmanian drivers licence and recognised trade qualification in cooking, bakery or equivalent field.

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

Desirable Requirements:—Forklift Truck Licence;.

Medium Rigid Truck licence;.

Certificate in Workplace Training and Assessment.

Enquiries to Gary Rowbottom, Manager, Prison Industries,

Tasmania Prison Service, Department of Justice, mobile 0400 835 583, email gary.rowbottom@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, PO Box 825, Hobart, TAS, 7001, phone (03) 6165 4912, 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 Gary Rowbottom on 0400 835 583.

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

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

## JUSTICE

### TASMANIA PRISON SERVICE

#### **Correctional Supervisor (4 Vacancies).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$82,333 p.a.

Correctional Officers Agreement 2013, Correctional Supervisor A.

Vacancy No. 350510.

Permanent full-time Shift Work working 76 hours per fortnight.

Location:—Risdon Prison Complex.

Vacancy No. 356529.

Permanent full-time Shift Work working 76 hours per fortnight.

Location:—Risdon Prison Complex.

Vacancy No. 356530.

Permanent full-time Shift Work working 76 hours per fortnight.

Location:—Risdon Prison Complex.

Vacancy No. 356531.

Permanent full-time Shift Work working 76 hours per fortnight.

Location:—Risdon Prison Complex.

Duties:—Supervise, lead and motivate assigned TPS staff on operational and technical tasks including the appropriate management of resources. Assess situations, identify issues, exercise sound judgement and make operational decisions appropriate to their level of responsibility.

Essential Requirements:—Completion of Certificate IV in Correctional Practice (Entry requirement) or relevant University qualification; Completion of Internal Written Assessment Paper (Entry requirement) Qualifying through an internal Supervisor Board; Three 'achieved' or better Annual Assessments (Reports) as Correctional Officer; Completion of a Correctional internal management/Leadership course; Achieved pass mark in TPS job simulation internal assessment; and Has achieved Correctional Officer First Class. Note, Applicants external to the TPS who do not possess these essential requirements can be appointed where they possess relevant and equivalent experience and/or 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:—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

involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order or relating to the Administration of Law and Justice; Crimes against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Jo Maxfield, Chief Superintendent, Tasmania Prison Service, Department of Justice, phone (03) 6216 8240, email jo.maxfield@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, GPO Box 825, Hobart, Tas, 7001, phone (03) 6165 4912, 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 Jo Maxfield on (03) 6216 8240.

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

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

## JUSTICE

### TASMANIA PRISON SERVICE

#### **Deputy Chief Superintendent (356616).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$112,266 p.a.

Correctional Officers Agreement 2013.

Permanent full-time 73.50 hour per fortnight.

Location:—Risdon.

This role is a senior rotational grade and the expectation is that an agreed rotation period be worked within the Deputy Chief Superintendents roles of the Tasmania Prison Service.

The Deputy Chief Superintendent is required to participate in the on-call Directorate roster. Participation is rostered on call one week in every four. The salary is inclusive of on-call arrangements.

Duties:—The Deputy Chief Superintendent is accountable to the Chief Superintendent for the operational management of a Correctional Function (a grouping of Correctional facilities) and all staff and inmates within this area.

Essential Requirements:—Completion of at least three years as Superintendent or equivalent; and Completion of Diploma of Correctional Administration or equivalent or Diploma in Management of Public Sector Management Course NOTE: Applicants external to the Tasmania Prison Service who do not possess these essential requirements can be appointed where they possess relevant and equivalent experience and/or 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:—Arson and fire setting; Violent crimes and crimes against the person; Sex-related offences; Drug and alcohol related offences; Crimes involving dishonesty; Crimes involving deception; Making false declarations; Malicious damage and destruction to property; Serious traffic offences; Crimes against public order



or relating to the Administration of Law and Justice; Crimes against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Enquiries to Jo Maxfield, Chief Superintendent, Tasmanian Prison Service, Department of Justice, phone (03) 6216 8240, email jo.maxfield@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, GPO Box 825 Hobart Tas 7001, phone (03) 6165 4904, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Laura Roberts on (03) 6216 8067.

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

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

## JUSTICE

### WORKSAFE TASMANIA

#### **Field Officer (355089).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time working 73.5 hours per fortnight.

Location:—Northern Region.

Working Environment:—This position is to service the Northern and some of the North West Region. The duties are field based with significant contact and exposure to vegetation, seeds and pollens and will include a reasonable amount of physical activity. Due to the seasonal nature of poppy crops and the associated risk, some out-of-hours work may be necessary at short notice to respond to incidents of crop interference.

Duties:—Undertake designated programs of inspection and control of poppy and other licensed crops, including pre-season assessments, installation of relevant warning signs, surveillance (i.e. regular inspections), supervision of harvesting and after-harvest clean up of paddocks. Undertake preliminary investigation of thefts of material from or interference with licensed crops. Preparation of reports including an accurate diagrammatical view of any interference location. In the event of crop interference, liaise with the property owner, police and appropriate poppy company.

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 Elissa Nightingale, Project Officer, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4692, email elissa.nightingale@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, GPO Box 825, Hobart, Tas, 7001, phone (03) 6165 4912, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Elissa Nightingale on (03) 6166 4692.

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

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

## POLICE AND EMERGENCY MANAGEMENT

### EXECUTIVE SUPPORT

#### *Media and Communication Services*

#### **Media Liaison Officer (003253).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Enhance communication opportunities for Tasmania Police through effective media liaison, developing and implementing communication strategies and providing high level strategic media advice and guidance to Departmental officers.

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:—Essential qualifications have not been prescribed, however, successful completion of relevant tertiary degree and/or significant journalism experience will be viewed favourably.

Enquiries to Ms Lisa Stingel, Manager Media and Communications Services, Department of Police and Emergency Management, phone (03) 6173 2296, email lisa.stingel@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, GPO Box 308, Hobart, Tas, 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

SERVICE TASMANIA

*Service Tasmania Operations*

**Client Service Officer (702494).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-Term part-time (29.4 hours per fortnight) for 12 months or until the substantive occupant returns to her substantive hours, whichever is the sooner.

Location:—Southern Region/Glenorchy.

The occupant will work Monday to Friday, on a rotational roster. The work pattern may change from time to time to meet business needs.

The role will be located within the Southern Region and initially located at Glenorchy, however the occupant may be required to work at other Service Tasmania shops within the Southern Region.

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

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

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

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

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

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume.

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 Sharik Walker, phone (03) 6165 3933, email sharik.walker@dpipwe.tas.gov.au.

Applications to Manager, Human Resources, Department of Primary Industries, Parks, Water and Environment, GPO Box 44, Hobart, TAS, 7001, phone (03) 6165 3198, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

SERVICE TASMANIA

*Service Tasmania Operations*

**Client Service Officer (701375 and 707111, 2 positions).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (hours for positions stated below).

Location:—Southern Region/Glenorchy.

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

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

The occupant of 701375 is required to work 36 hours 45 minutes per fortnight, Monday to Friday, on a rotational roster. The occupant of 707111 is required to work 22 hours 3 minutes per fortnight, Monday to Friday, on a rotational roster. The work pattern may change from time to time to meet business needs.

The role will be located within the Southern Region and initially located at Glenorchy, however the occupant may be required to work at other Service Tasmania shops within the Southern Region.

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

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

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

Applicants should submit an Application for Employment form, a statement addressing the selection criteria and current resume.

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 Sharik Walker, phone (03) 6165 3933, email sharik.walker@dpipwe.tas.gov.au.

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

PUBLIC TRUSTEE

LEGAL SERVICES

**Solicitor (790232).**

Applications Close:—Friday, 5 June 2015.

Salary:—\$75,548 – \$96,064 p.a.

Legal Practitioners Agreement 2014, Level 2.

Permanent full-time.

Location:—Launceston/Burnie/Devonport.

Duties:—The Solicitor, will attend to clients of the Public Trustee and advise concerning estate planning and testamentary dispositions, take and check instructions, draw and engross Wills and other legal documents. As directed, have the carriage and conduct of actions as Counsel for and instructing solicitor of the Public Trustee, provide legal advice and opinions to and for clients and staff of the Public Trustee and research questions of law accordingly. Undertake and see through to completion conveyancing matters of the office and as necessary supervise the work of those engaged in sub-matters. Undertake marketing presentations and community liaison visits to relevant organisations and follow up identified new business opportunities. Assist in training and coaching throughout the

State to non-legal staff employed by the Public Trustee as required. Carry out all functions of a solicitor as directed from time to time.

Essential Requirements:—Admitted or eligible for admission to the Supreme Court as a Barrister or Practitioner of the Supreme Court of Tasmania.

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

Desirable Requirements:—A Legal Practitioner with more than 2 years relevant post-admission experience.

The successful applicant will be required to undertake four weeks training in Hobart on appointment, and will be provided with a vehicle for work travel purposes. Applicants are encouraged to obtain further information about the advertised vacancy and submit applications addressing the criteria contained in the statement of duties. The statement of duties may be downloaded from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website.

Enquiries to Tim Levis, Corporate Solicitor, Public Trustee, GPO Box 1565, Hobart, Tas, 7001, phone 6235 5250, email [tlevis@publictrustee.tas.gov.au](mailto:tlevis@publictrustee.tas.gov.au).

Applications to Karyne Johns, Human Resource Officer, Public Trustee, Level 2, 21 Kirksway Place, Battery Point, Tas, 7004, phone 6235 5241, email [kjohns@publictrustee.tas.gov.au](mailto:kjohns@publictrustee.tas.gov.au).

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

#### TREASURY AND FINANCE

##### BUDGET AND FINANCE DIVISION

##### *Procurement and Property Branch*

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

Applications Close:—Friday, 12 June 2015.

Salary:—\$109,279 – \$115,977 p.a.

Tasmanian State Service Award, General Stream, Band 8.

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

Location:—Hobart.

Duties:—The Assistant Director, as a senior member of the Procurement and Property Branch, will:

identify and develop solutions to strategic property management, office accommodation and property disposal issues; contribute to the achievement of corporate objectives through the provision of authoritative advice to the Government and agencies on policies and procedures in relation to office accommodation management and property disposal matters; and assist with the management of the Branch to deliver effective and efficient property services, including the management of Crown owned and major leased office accommodation, the disposal of non-strategic surplus Crown properties and the development of policies and procedures for property management.

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

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

Enquiries to Andrew Finch, Director, Procurement and Property Branch, Department of Treasury and Finance, phone (03) 6166 4411, email [andrew.finch@treasury.tas.gov.au](mailto:andrew.finch@treasury.tas.gov.au).

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

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

## Tasmanian Government Senior Executive Service

#### JUSTICE

#### ***General Manager, Consumer, Building and Occupational Services (350447).***

Applications Close:—Friday, 5 June 2015.

Salary:—\$140,282 – \$154,310 p.a.

Senior Executive, Level 2, Payment of Salary above the base salary of the advertised range is subject to an annual performance assessment.

Senior Executive fixed term full-time 5 year contract.

Location:—Rosny.

Duties:—Ensure the delivery of efficient and effective contemporary regulatory services in the management and performance of the consumer affairs and fair trading, corporate affairs, rental services, building standards trade and risk based occupational licensing portfolios in accordance within the Department's strategic direction. The position is accountable for decision making in relation to the relevant statutory roles.

Desirable Requirements:—A degree or tertiary qualification in a relevant discipline together with considerable experience at senior executive level.

Enquiries to Nick Evans, Deputy Secretary Corrections, Department of Justice, phone (03) 6165 4943, email [nick.evans@justice.tas.gov.au](mailto:nick.evans@justice.tas.gov.au).

Applications to Recruitment and Establishment, Human Resources, Department of Justice, GPO Box 825 Hobart Tas 7001, phone (03) 6165 4904, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact Natalie Boxall on (03) 6165 4943.

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.

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	School Administration Clerk	R. Applebee	6 months	18.05.15
Education	School Administration Clerk	N. Jones	6 months	18.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	L. Barker	Nil	25.05.15
Health & Human Services & Tasmanian Health Organisations	Customer Service Officer	Z. Lyne-Spink	6 months	22.05.15
Health & Human Services & Tasmanian Health Organisations	Medical Orderly	R. Walker	6 months	10.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	M. Gibbon	6 months	25.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	C. Warner	Nil	25.05.15
Health & Human Services & Tasmanian Health Organisations	Medical Scientist	C. Hincks	6 months	05.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	S. McShane	6 months	25.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	C. Reed	Nil	25.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	K. Tunks	Nil	25.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	M. Gmelig	6 months	25.05.15
Health & Human Services & Tasmanian Health Organisations	Customer Service Officer	J. Burn	6 months	25.05.15
Health & Human Services & Tasmanian Health Organisations	Medical Orderly	A. Volant	6 months	10.05.15
Justice	Case Coordination & Assessment Officer	C. Mitchell	6 months	18.05.15
Police & Emergency Management	Regional Planner Fuel Reduction Unit	B. Plumpton	6 months	09.06.15

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	J. Skirving	Assistant Principal	25.05.15
Health & Human Services & Tasmanian Health Organisations	L. Dahl	Manager, Outpatient Appointments and Theatre Bookings	25.05.15
Health & Human Services & Tasmanian Health Organisations	J. Kelly	Nurse Unit Manager - CHaPS	19.05.15
Health & Human Services & Tasmanian Health Organisations	S. Kramme	Clinical Coordinator - Medical Ward	18.05.15
Health & Human Services & Tasmanian Health Organisations	K. Lyons	Clinical Nurse Educator	07.06.15
Health & Human Services & Tasmanian Health Organisations	M. Coombe	Clinical Nurse Educator	20.05.15
Justice	S. Millington	Principal Solicitor	18.05.15
Police & Emergency Management	M. Phillips	Regional Burn Coordinator - Fuel Reduction Unit	14.05.15

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. O'Dea	09.05.15
Health & Human Services & Tasmanian Health Organisations	Director, Geriatric Medicine	J. Tolman	22.05.15
Health & Human Services & Tasmanian Health Organisations	Patient Transport Officer	S. Locke	20.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Winter	04.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Glover	21.07.14
Health & Human Services & Tasmanian Health Organisations	Community Liaison Advisor	D. Jupp	07.05.15
Justice	Correctional Officer	S. Lachs	24.05.15
Premier & Cabinet	Administrative Assistant	C. Donaldson	03.06.15
Primary Industries, Parks, Water & Environment	Senior Keeper	J. Hockley	29.05.15

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Clinical Nurse Consultant	P. Matthysz	02.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	P. Matthysz	02.05.15

*Retirement of Officers*

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Primary Industries, Parks, Water & Environment	M. Moseley	Deputy Secretary Corporate, Heritage and Lands	29.05.15



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