



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

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

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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

Tasmanian Government Gazette

Email text copy to

govt.gazette@mercurywalch.com.au

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

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

The only way to place a State Service vacancy, direct selection and staff movement notices is through the **www.jobs.tas.gov.au** system. If you wish to place a vacancy, direct selection and/or staff movement notice and do not have a *www.jobs.tas.gov.au* system log on, please contact your Human Resource Manager or the State Service Management Office on telephone (03) 6232 7387 or email: *jobs@dpac.tas.gov.au*

Order Information

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

Deadlines

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

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

Deadlines will be strictly adhered to

Subscription or account enquiries phone (03) 6232 2137.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

New Norfolk Primary School

Teacher Assistant - New Norfolk Primary School (304521)

Applications Close:- Friday, 19 June 2015.

Salary:- \$50,767 – \$54,369 pro rata, per annum.

Tasmanian State Service Award, General Stream Band 2.

Permanent part-time 28 hours per fortnight

Location:- New Norfolk Primary 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 Kelly Dyer, Principal, New Norfolk Primary School, Department of Education, phone 03 6267 2238, email *kelly.dyer@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 & 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)

Richmond Primary School

Advanced Skills Teacher - Richmond Primary School (965506)

Applications Close:- Friday, 19 June 2015.

Salary:- \$96,766 p.a.

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

Permanent full-time 70 hours per fortnight

Location:- Richmond Primary School

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

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

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

The Head of the State Service has determined that the person nominated for this 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 Matthew Kenny, Principal, Department of Education, phone 03 6260 2191, email *matthew.kenny@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 & 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)

Cosgrove High School

Assistant Principal - Cosgrove High School (202419)

Applications Close:- Friday, 19 June 2015.

Salary:- \$108,299 p.a.

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

Permanent full-time 70.00 hours per fortnight

Location:- Cosgrove High School

To assist the Principal in the general educational leadership, management and administration of a school or college.

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

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

The Head of the State Service has determined that the person nominated for this 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 Michael Park, Department of Education, phone (03) 6271 1111, email michael.park@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 & 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

Youngtown Primary School

Assistant Principal - Youngtown Primary School (964989)

Applications Close:- Friday, 19 June 2015.

Salary:- \$108,298 pro rata, per annum.

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

Fixed-Term full-time 70 hours per fortnight from 20 July 2015 to 18 December 2015

Location:- Youngtown Primary School

Description of the Role:- To assist the Principal in the general educational leadership, management and administration of a school or college.

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

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

The Head of the State Service has determined that the person nominated for this 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 Troy Roberts, Principal, Department of Education, phone (03) 6341 3222, email troy.roberts@education.tas.gov.au or Troy Roberts, Principal, Department of Education, phone (03) 6341 3222, email troy.roberts@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 & 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

Public Health Services

Office Supervisor (500814)

Applications Close:- Friday, 19 June 2015.

Salary:- \$63,262 – \$72,204 p.a.

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

Permanent full-time day work

Location:- Pharmaceutical Services Branch, Hobart

Duties:- We are seeking an Office Supervisor to join our team. If you are successful you will be responsible for the provision of timely, efficient and effective clerical services for the operational work of the Pharmaceutical Services Branch.

The role is primarily in relation to the operational functions of the Branch and in particular the allocation and conducting of analysis and investigation of the routine reports from the Branch's Drugs and Poisons Monitoring System.

The role includes the supervision, training and guiding of administrative staff and the coordinating of clerical resources. The position provides options and recommendations in respect of the resolution of administrative operational problems. The position supervises the preparation and issuing of correspondence and undertakes the handling and entry of various licences issued by the Branch.

The role is also responsible for the overseeing of the accounts, ordering and raising of invoices onto the financial system.

If this sounds like you, please apply!

Essential Requirements:-

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

Enquiries to Danica Ivkovic, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 0400, email danica.ivkovic@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, Tasmania, 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 and Portfolio Services

Executive Services Officer (500302)

Applications Close:- Friday, 19 June 2015.

Salary:- \$63,262 – \$72,204 p.a.

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

Permanent full-time day work

Location:- Executive, Ministerial and Parliamentary Services Unit, Hobart

Duties:- We are seeking an Executive Services Officer to join our team within the Executive, Ministerial and Parliamentary Services Unit.

If you are successful, you will be providing high quality administrative coordination in relation to matters involving

corporate governance, the Secretary, portfolio Ministers and the business operations of EMPS.

If this sounds like you, please apply!

Essential Requirements:-

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

Enquiries to Lisa Howes, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3693, email lisa.howes@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, Tasmania, 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

IT Consultant (Application Service) (517667)

Applications Close:- Friday, 19 June 2015.

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

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

Permanent full-time day work - SEE NOTE BELOW

Location:- DHHS -Office of the CIO - eCare Services - Hobart

PLEASE NOTE:-

Other permanent full-time or 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.

Duties:-

Working in close partnership with the Tasmanian Health Organisations (THO) and Department of Health and Human Services (DHHS) stakeholders, the IT Consultant will:

Deliver high level technical support to the design, development, installation, maintenance, upgrade and operational administration of the IT applications and associated integration infrastructure and systems architecture.

Undertake a consultative role to business stakeholders by providing high level technical advice on application architecture, selection, commissioning, integration/interconnectivity and operational management and support.

Provide leadership, management and coordination of technical activities required to develop, commission, interface, maintain and support IT applications, systems and integration frameworks.

Selection Criteria includes:-

High level conceptual, analytical and innovative skills to effectively identify, define and develop practical IT solutions

to meet emerging developments and assist in the continuous improvement in the service delivery of complex activities.

High level communication skills including the proven ability to clearly articulate complex and difficult technical issues to non-technical staff and stakeholders and to prepare and present high quality formal documentation and recommendations to a final standard within a senior management environment.

Highly effective interpersonal skills able to represent an organisation with the authority to build and maintain effective relationships and negotiate outcomes to meet specified requirements.

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

Essential Requirements:-

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

Enquiries to Steven Levis, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3983, email steven.levis@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, Tasmania, 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

Workplace Relations and Safety

Principal Advisor - Industrial Relations (522268)

Applications Close:- Friday, 19 June 2015.

Salary:- \$132,532 – \$145,879 p.a.

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

Permanent full-time day work

Location:- Human Resources Management & Strategy, Hobart

Duties:- We are seeking a Principal Advisor - Industrial Relations to join our Human Resource Management and Strategy Team. This a specialist senior management role whose primary objectives and responsibilities are to:

Provide strategic leadership and direction in the planning and delivery of strategies relating to the negotiation and implementation of Award and Enterprise Bargaining Agreements and advocacy in industrial tribunals on behalf of DHHS and the THS.

Provide definitive high level strategic advice to a broad range of internal and external stakeholders including the portfolio Ministers, Secretary, Deputy Secretary SCWR, Director - Human Resources Management and Strategy and Departmental Executive regarding all aspects of industrial relations such as:

state-wide and national issues and developments; advocacy in industrial tribunals; Award and Agreement interpretation; and changes to workplace arrangements and conditions.

If this sounds like you, please apply!

Essential Requirements:- Graduate or post graduate tertiary qualifications in law, industrial relations or a relevant discipline.

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

Enquiries to Ross Smith, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3805, email ross.j.smith@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, Tasmania, 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

Tasmanian Health Organisation - North - Statewide Mental Health Services

Clinical Director - Mental Health Services North (518639)

Applications Close:- Friday, 19 June 2015.

Salary:- \$140,592 – \$213,700 p.a.

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

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

Location:- LGH Charles Street, Launceston

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

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

Description:- The Clinical Director - Mental Health Service North undertakes a clinical leadership role that provides high level advice and support to the Northern Area Manager and delivers a senior consultant psychiatric service in the area. As a member of Area Executive and, in accordance with the National Mental Health Plan, the Mental Health Services Strategic Plan, Agency policy, legal requirements and relevant professional competencies.

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

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

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

Enquiries to Andrew Adam, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4382, email andrew.adam@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, Tasmania, 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

*Tasmanian Health Organisation - North - Statewide Mental
Health Services*

Registered Nurse - Community Mental Health (514821)

Applications Close:- Friday, 19 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 worker (fully rotational) working 45.6 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence ASAP until 27 October 2015.

Location:- 52 Frankland St, 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:- Consistent with ongoing experience, the Registered Nurse - Community Mental Health strengthens health outcomes through the provision of safe, quality, clinically-appropriate nursing care in partnership with patients/clients, their families and other health professionals and community sector organisations within the defined community practice area.

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

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

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

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

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

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

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

*Tasmanian Health Organisation - North - Statewide Mental
Health Services*

Registrar - Psychiatry (510966)

Applications Close:- Friday, 19 June 2015.

Salary:- \$84,478 – \$138,222 p.a.

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

Fixed-Term full-time day work, working 80 hours per fortnight. Notwithstanding hours per fortnight may be negotiated with the successful applicant. To commence ASAP until 30 May 2018.

Location:- 52 Frankland St, Launceston

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

Description:- The purpose of the position is the care and treatment of psychiatric patients in Mental Health Services North, including rostered emergency cover, as a junior doctor in supervision.

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

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

Enquiries to Antony Harcourt, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4382, email antony.harcourt@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, Tasmania, 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

Launceston General Hospital

Food Services Supervisor (503417)

Applications Close:- Friday, 19 June 2015.

Salary:- \$56,487 – \$60,553 pro rata, per annum.

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

Fixed-Term full-time shift work, working 76 hours per fortnight. To commence as soon as possible until 7 November 2015. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:- Food Services, Launceston General Hospital

Duties:- Supervise staff in the day to day functions of the LGH Food Services Department to ensure the patients' meal service and the Cafeteria operate efficiently and effectively on a daily basis at a high level of service.

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

Essential Requirements:-

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

Enquiries to Alice Cordwell, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7530, email alice.cordwell@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH

Launceston General Hospital

House Services Assistant (3 Vacancies)

Applications Close:- Friday, 19 June 2015.

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

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

Vacancy No.:- 521040

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

Location:- House Keeping and Accommodation, Launceston General Hospital, Charles Street, Launceston

Vacancy No.:- 520271

Permanent part-time day worker, working 55 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:- House Keeping and Accommodation, Launceston General Hospital, Charles Street, Launceston

Vacancy No.:- 511254

Permanent part-time shift worker, not working weekends or public holidays, working 70 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with

the successful applicant.

Location:- House Keeping and Accommodation, Launceston General Hospital, Charles Street, Launceston

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

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

Essential Requirements:- Nil.

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

Enquiries to Colleen Horton, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7459, email Colleen.Horton@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, Tasmania, 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

Launceston General Hospital

Senior Dietitian Rehabilitation (518624)

Applications Close:- Friday, 19 June 2015.

Salary:- \$83,105 – \$91,756 p.a.

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

Fixed-Term full-time day work, working 76 hours per fortnight. To commence 31 August 2015 until 2 September 2016. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:- Nutrition Department, Launceston General Hospital

Duties:- The Senior Dietitian Rehabilitation:

Provides clinical dietetic services to allocated LGH Rehabilitation Services.

Advocates for appropriate nutrition for clients of the THO-North.

Assists the Manager Nutrition Department in the day to day coordination of services and management and administrative tasks.

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:- Approved Bachelor of Science degree, or equivalent, from a University or other tertiary institution, majoring in appropriate subjects, and a graduate diploma or post graduate degree course in dietetics of one or two years, or an approved four year undergraduate degree

majoring in nutrition and dietetics at a recognised Australian tertiary institution, or a pass in the Dietitians Association of Australia (DAA) examination in dietetics for overseas trained dietitians.

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

Enquiries to Tracey Denmen, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7493, email tracey.denmen@dhhs.tas.gov.au.

Please do not send applications to the Contact Person.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH

Launceston General Hospital

Specialist Pharmacist - Infectious Diseases (520511)

Applications Close:- Friday, 19 June 2015.

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

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

Fixed-Term part-time day work (with on-call), working 38 hours per fortnight, commencing as soon as possible for a period of 12 months.

Location:- Pharmacy Department, Launceston General Hospital.

Duties:-

Provide a safe and efficient clinical pharmacy service to patients of the Launceston General Hospital.

Utilise specialist knowledge of infectious diseases and antimicrobial drugs.

Work collaboratively with other clinical staff to implement and maintain an Antimicrobial Stewardship Program.

Act as a resource person in the field of infectious diseases, and provide supervision and support to other pharmacy staff.

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

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 and crimes involving dishonesty. 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.

Please do not send applications to the Contact Person.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION - NORTH

Primary Health Services North

Deloraine District Hospital and Community Health Service

Deloraine Day Centre - Community Shed Coordinator (Relief) (522267)

Applications Close:- Friday, 19 June 2015.

Salary:- \$50,183 – \$53,673 pro rata, per annum.

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

Fixed-Term casual day work, working as and when required. Notwithstanding, hours may be negotiated with the successful applicant. To commence 30 June 2015 until 30 June 2017.

Location:- Deloraine District Hospital and Day Centre, Community Shed

Duties:- Utilising a Primary Health Care approach co-ordinate the activities of the Deloraine District Hospital's Day Centre Community Shed Campus, including responsibility for planning, implementing, and evaluating quality individual and group client woodworking programs, both within the Community Shed and broader community.

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

Essential Requirements:- Nil.

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

Enquiries to Lester Jones, Director of Nursing/Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6701 2111, email lester.jones@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, GPO Box 1963, Launceston, Tasmania, 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

George Town Hospital and Community Centre

Enrolled Nurse (504601)

Applications Close:- Friday, 19 June 2015.

Salary:- \$52,762 – \$58,432 pro rata, per annum.

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

Permanent part-time shift work (set rotational), working 48 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:- George Town District Hospital and Community Centre, Anne Street, George Town

Duties:- The Enrolled Nurse provides direct patient/client centred nursing care to assigned patients/clients, within the scope of practice of an enrolled nurse and under the direction and supervision of a registered nurse/midwife to achieve planned patient outcomes.

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 an Enrolled Nurse (holds Board-approved qualification in Administration of Medicine).

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

1) Conviction check in the following areas: a) Crimes of violence; b) Sex related offences; c) Serious drug offences; and d) Crimes involving dishonesty.

2) Identification check.

3) Disciplinary action in previous employment check.

Enquiries to Diane Jessup, NUM, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6702 6020, email diane.jessup@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, Tasmania, 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

George Town Hospital and Community Centre

Registered Nurse - Community (505968)

Applications Close:- Friday, 19 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 40 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant.

Location:- George Town District Hospital and Community Centre.

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

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. Current Driver's Licence.

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

Enquiries to Rhonda McCoy, DON, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6702 6020, email rhonda.mccoy@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, Tasmania, 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

Physiotherapist (Community) (2 Vacancies)

Applications Close:- Friday, 19 June 2015.

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

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

Vacancy No.:- 506714

Fixed-Term part-time day work, working 38 hours per fortnight. Notwithstanding, hours may be negotiated with the successful applicant. To commence ASAP to 14 March 2016.

Location:- St Helens District Hospital and Community Service, St. Helens

Please note: These two (2) vacancies add up to a full time position over a working fortnight.

Vacancy No.:- 507417

Fixed-Term part-time day work, working 38 hours per fortnight. Notwithstanding, hours may be negotiated with the

successful applicant. To commence ASAP to 14 March 2016.

Location:- St Marys Community Health Centre, St Marys

Duties:- In accordance with organisational policies and professional code of ethics, to be responsible for the efficient and effective provision of Physiotherapy Services to clients living in the Break O'Day municipality. Coordinate the physiotherapy services in the St Helens and/or St Marys health facilities and communities including supervision and support of staff and students. Contribute to health promotion in the Break O'Day municipality.

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

Essential Requirements:- Registered with the Physiotherapy Board of Australia. Current Driver's Licence.

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

Enquiries to Denise Callister, DON - St Helens, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6387 5570, email denise.callister@dhhs.tas.gov.au or Yvonne Webber, DON - St Marys, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6387 55555, email yvonne.webber@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, Tasmania, 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

Clinical Coordinator - Operating Theatre (518662)

Applications Close:- Friday, 19 June 2015.

Salary:- \$81,214 – \$84,989 p.a.

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

Fixed-Term full-time day worker, working 76 hours per fortnight until 2 July 2016

Location:- North West Regional Hospital, Burnie

Who are we?

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

Who are we looking for?

We are seeking a motivated and experienced Registered Nurse to work as a Clinical Coordinator in the North West Regional Hospital, Operating Theatre. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a

positive supportive environment.

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

This role is responsible for the coordination and delivery of advanced clinical nursing care, providing expert clinical advice and recommendations in the operating theatre suite and managing ongoing stakeholder expectations to ensure ongoing consultation and participation on a day to day basis.

The role supports an environment that fosters teaching, quality improvement and research activities within the unit and is, in collaboration with the inter-professional team, responsible for the facilitation of patient flow in the Operating Theatre Suite consistent with organisational policies, procedures and legal requirements.

Do you have?

Current Registration

Extensive interpersonal and communication skills

Knowledge of continuous quality improvement

Ability to undertake client education

What can we offer?

Flexible work/life balance

Attractive Salary Package

Dynamic team environment

Commitment to ongoing professional development

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

Desirable Requirements:-

Holds or is working towards relevant tertiary qualification.

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

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

Enquiries to Bill Kerr, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone 6430 6652, email william.kerr@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, Tasmania, 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 - NORTH WEST

Primary Health North West

Registered Nurse - Early Career Nurse (521749)

Applications Close:- Friday, 19 June 2015.

Salary:- \$58,432 – \$79,964 p.a.

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

Fixed-Term full-time day worker, working 76 hours per fortnight

Location:- Specialist Palliative Care Service, Parkside

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 Registered Nurse who is passionate about providing clinical care that is in accordance with requirements and meets the psychological, physical and spiritual needs of palliative clients and their families/carers, whilst ensuring open communication to allow for collaboration with other members of the health care team to ensure the delivery and evaluation of nursing care.

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

Do you have?

Current Registration

Sound interpersonal and communication skills

Knowledge of continuous quality improvement

Ability to undertake client education

What can we offer?

Flexible work/life balance

Attractive Salary Package

Dynamic team environment

Commitment to ongoing professional development

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

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

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

Enquiries to Jan Young, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6440 7111, email jan.young@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, Tasmania, 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

Clinical Support Services

Technical Officer - Jack Jumper Allergy Program (512195)

Applications Close:- Friday, 19 June 2015.

Salary:- \$56,487 – \$60,553 pro rata, per annum.

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

Permanent part-time day work working 22 hours per fortnight

Location:- Jack Jumper Allergy Program, Royal Hobart Hospital

The Tasmanian Health Organisation – South is seeking applications for a permanent Technical Officer vacancy.

Duties:- In the role of Technical Officer you will provide technical assistance in support of the Jack Jumper Allergy Program (JJAP) at the Royal Hobart Hospital. Your duties will include general administrative tasks, record management and maintaining equipment and consumables.

Essential Requirements:- An Associate Diploma from a recognised tertiary institution, or an equivalent qualification, appropriate to the nature of the work.

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

Enquiries to Jenny Gudden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8664, email 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

Complex Chronic and Community Services

Registered Nurse - Community (506345)

Applications Close:- Friday, 19 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 shift worker, working 72 hours per fortnight

Location:- Alonnah District Centre

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 interest from suitably qualified applicants for a Registered Nurse - Community vacancy at Bruny Island.

Duties:- In the role of Registered Nurse - Community, using your experience you will strengthen health outcomes through the provision of safe, quality, clinically-appropriate nursing care in partnership with patients/clients, their families and other health professionals within the defined community practice area.

Desirable Requirements:-

Previous experience in providing trauma-related assistance

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

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

Enquiries to Tracy Hemmings, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 62648850, email tracy.hemmings@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

Medicine Services

Hospital Aide (508678)

Applications Close:- Friday, 19 June 2015.

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

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

Permanent part-time shift worker (not working weekends or public holidays) working 40 hours per fortnight - evening shifts from 4-8pm Monday to Thursday and 2-6pm on Friday.

Location:- Ambulatory Care Unit, Royal Hobart Hospital

Duties:- The Tasmanian Health Organisation - South has an opportunity for a Hospital Aide to join our team in the Ambulatory Care Unit. The Hospital Aide cleans, maintains and sterilises work areas and ward equipment within infection control guidelines. They provide a communication network between departments including delivery and collection service as required and communicate effectively with patients, relatives and staff.

Essential Requirements:-

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

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

Enquiries to Caroline Ball, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8412, email caroline.ball@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 - South, GPO Box 1061, Hobart, Tasmania, 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

Dental Officer (501155)

Applications Close:- Friday, 19 June 2015.

Salary:- \$100,221 – \$156,828 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, Dental Officer Level 1 to Level 3.

Permanent part-time day worker, 45.6 hours per fortnight, Monday to Wednesday, Commencing from 3 August

Location:- Northern Dental Centre, Kelham Street, Launceston

Duties:- Provide dental services as consistent with the policies and guidelines of the OHST for eligible adults and children and manage and/or provide the referral support to dental therapists for the provision of dental treatment for children up to age 18.

Provide dental care for children who lie beyond the scope of dental therapists. Supervise all aspects of dental care provided by dental therapists in the officer's area of responsibility including quality control of their clinical procedures; adequacy of their treatment planning and competence in assessing clients who should be referred.

Assist in the development and advancement of the knowledge and professional skills of other staff within the team including therapists, prosthetists, dental assistants and technicians.

Manage a significant professional caseload in addition to the above duties which will ensure the equitable and timely delivery of services to eligible clients.

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

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

Enquiries to Susan Jay, Area Manager - North, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 67771105, email Susan.Jay@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, Tasmania, 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 South

Dental Officer (515308)

Applications Close:- Friday, 19 June 2015.

Salary:- \$100,221 – \$156,828 p.a.

Health and Human Services (Tasmanian State Service) Award, Dental Officer Level 1 to Level 3.

Permanent full-time day worker, 76 hours per fortnight, commencing from 3 August

Location:- Oral Health Services Tasmania Clinics in Southern Tasmania

Provide dental services as consistent with the policies and guidelines of OHST for eligible adults and children and manage and/or provide the referral support to dental therapists for the provision of dental treatment for children up to age 18.

Provide dental care for children who lie beyond the scope of dental therapists. Supervise all aspects of dental care provided by dental therapists in the officer's area of responsibility including; quality control of their clinical procedures; adequacy of their treatment planning and competence in assessing clients who should be referred.

Assist in the development and advancement of the knowledge and professional skills of other staff within the team including therapists, prosthetists, dental assistants and technicians.

Manage a significant professional caseload in addition to the above duties which will ensure the equitable and timely delivery of services to eligible clients.

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

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

Enquiries to Yadir Singh, Senior Clinician, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 61665460, email Yadir.Singh@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, Tasmania, 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 South

Executive Assistant (511906)

Applications Close:- Friday, 19 June 2015.

Salary:- \$56,487 – \$60,553 pro rata, per annum.

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

Permanent part-time day worker, 30.4 hours per fortnight, working Thursdays and Fridays, commencing 1 September

Location:- Oral Health Services Tasmania (South), New Town

Duties:- Provide a high level of executive support to the Group Manager and Statewide Office staff which includes preparation of highly confidential documents including Ministerial Briefings, reports, human resource documents, correspondence and online enquiries and maintaining a comprehensive diary of appointments for the Group Manager.

Manage and coordinate the central filing and retrieval, administrative and clerical support systems for the efficient and effective operation of the OHST Statewide Office.

Liaise with the CEO's Office, Office of the Secretary, and Ministerial and Parliamentary Services in relation to a wide range of day to day activities which impact on the operation of the OHST.

Provide leadership to other administrative assistants employed within OHST and ensure quality standards in the provision of executive and administrative support are maintained.

Liaise with executives within government and non-government organisations, voluntary groups and with consumers outside the organisation and perform all duties in a confidential manner.

Essential Requirements:-

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

Enquiries to Emma Bridge, Group Manager - Oral Health Services Tasmania, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 61665424, email Emma.Bridge@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, Tasmania, 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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JUSTICE

COMMUNITY CORRECTIONS

*North West Region***Community Service Order Supervisor (356354)**

Applications Close:- Friday, 26 June 2015.

Salary:- \$39,511 – \$48,474 pro rata, per annum.

Tasmanian State Service Award, General Stream Band 1.

Permanent part-time with a minimum of 8 hours per fortnight.

Location:- North West Region

Duties:- Advise, direct and encourage people undertaking Community Service Orders to complete their orders, providing clear practical demonstration to clients in the type of work required. Initiate and maintain contact with individuals and representatives or organisations receiving assistance from Community Service Order programs and to advise the appropriate Probation Officer of any change in their circumstances or needs.

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

Desirable Requirements:- A current First Aid Certificate.

Enquiries to Michelle Goodall, CSO Coordinator North/North West, Community Corrections, Department of Justice, phone (03) 6477 7169, mobile 0437 603 570, email michelle.goodall@justice.tas.gov.au.

Applications to Recruitment & Establishment, Human Resources, Department of Justice, GPO Box 825, Hobart Tas 7001, phone (03) 6165 4908, mobile 0437 603 570, 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 Michelle Goodall on (03) 6477 7169.

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

COMMUNITY CORRECTIONS

*Northern Region***Community Service Order Supervisor (356347)**

Applications Close:- Friday, 26 June 2015.

Salary:- \$39,511 – \$48,474 pro rata, per annum.

Tasmanian State Service Award, General Stream Band 1.

Permanent part-time with a minimum of 8 hours per fortnight.

Location:- Northern Region

Duties:- Advise, direct and encourage people undertaking Community Service Orders to complete their orders, providing clear practical demonstration in the type of work required. Initiate and maintain contact with individuals and representatives or organisations receiving assistance from Community Service Order programs and to advise the appropriate Probation Officer of any change in their circumstances or needs.

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

Desirable Requirements:- A current First Aid Certificate

Enquiries to Michelle Goodall, CSO Coordinator North/North West, Community Corrections, Department of Justice, phone (03) 6477 7177, mobile 0437 603 570, email michelle.goodall@justice.tas.gov.au.

Applications to Recruitment & Establishment, Human Resources, Department of Justice, GPO Box 825, Hobart Tas 7001, phone (03) 6165 4908, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Michelle Goodall on (03) 6477 7177.

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

MAGISTRATES COURT

*Hobart***Court Clerk (350165)**

Applications Close:- Friday, 19 June 2015.

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

Tasmanian State Service Award, General Stream Band 3.

Fixed-Term full-time working 73.5 hours per fortnight for the period from 1 July 2015 until 10 September 2015

Location:- Hobart

Duties:- Co-ordinate day to day activities of the court, including pre-court checking, preparation and organisation of

documents, exhibits, correspondence, statistics, and liaison with Court Security. Ensure the proper and accurate recording and monitoring of court proceedings, including the monitoring and operation of technical equipment, together with the completion of all court records and associated correspondence.

Essential Requirements:-

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—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 Marissa Priest, Team Leader - Court Clerks, Magistrates Court, Department of Justice, phone (03) 6165 7135, email marissa.priest@justice.tas.gov.au.

Applications to Recruitment & Establishment, Human Resources, Department of Justice, GPO Box 825, Hobart, Tas, 7001, phone (03) 61654908, 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 Marissa Priest on (03) 6165 7135.

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

MONETARY PENALTIES ENFORCEMENT SERVICE

Enforcement Officer (355154)

Applications Close:- Friday, 19 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:- Hobart

Duties:- Respond to telephone and counter enquiries from clients and their agents in relation to the payment of their outstanding monetary penalties. Undertake assessments of the financial circumstances of clients and negotiate appropriate payment arrangements.

Essential Requirements:-

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

against Executive or Legislative Power; Crimes involving Conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:- A current Tasmanian Drivers Licence.

Enquiries to Neale Buchanan, Director, Monetary Penalties Enforcement Service, Department of Justice, phone (03) 6165 7561, email Neale.Buchanan@justice.tas.gov.au.

Applications to Recruitment & Establishment, Human Resources, Department of Justice, GPO Box 825, Hobart Tas, 7001, phone (03) 6165 4908, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Neale Buchanan on (03) 61657 7561.

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

Assistant Director Compensation (Re-advertised) (355895)

Applications Close:- Friday, 19 June 2015.

Salary:- \$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream Band 7.

Permanent full-time working 73.5 hours per fortnight

Location:- Rosny

Duties:- Develop workers rehabilitation and compensation and policy initiatives in accordance with WorkSafe Tasmania and the WorkCover Tasmania Board's strategic direction. Provide high level policy advice and specialist technical advice about workers compensation and asbestos compensation to the WorkSafe Tasmania Executive, the Secretary, the WorkCover Board and the Minister.

Enquiries to Brad Parker, Director Compensation and Communication, WorkSafe Tasmania, Department of Justice, phone (03) 6166 4747, email Brad.Parker@justice.tas.gov.au.

Applications to Recruitment & 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 Brad Parker on (03) 6166 4747.

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

CORPORATE SERVICES

*Information Technology Services***Information and Communications Technology Officer (Technician) (001926)**

Applications Close:- Friday, 19 June 2015.

Salary:- \$50,767 – \$73,199 p.a.

Tasmanian State Service Award, ICT Level 1 Technician.

Fixed-Term full-time 12 months

Location:- Hobart

Duties:- Provide information technology and administrative support in the maintenance of Departmental networks, databases and computing infrastructure, including advice and training to stakeholders and employees.

Qualifications and Experience:- Whilst formal qualifications have not been prescribed, it is desirable that the appointee will have proven experience gained from in-house development and learning, including relevant courses of study.

Employees in Information Technology Services will be required to undertake a criminal conviction check and a high level security check on a recurrent basis.

Essential Requirements:-

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

Enquiries to Mr Alex Lee, Manager Web Services and Support, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6173 2456, email Alex.lee@police.tas.gov.au.

Applications to Coordinator, Employee Services, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6173 2071, email Applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

OPERATIONS SUPPORT

*Radio Dispatch Services***Radio Dispatch Operator**

Applications Close:- Friday, 19 June 2015.

Salary:- \$48,233 – \$61,373 p.a.

Tasmanian State Service Award, Radio Dispatch Operator.

Vacancy No.:- 002079 and 001549

Permanent full-time 2 positions

Location:- Hobart

Please note that access to the higher levels within the salary

range is subject to the successful completion of competency assessments.

Duties:- Responsible for the receipt of calls and rapid and accurate dispatch of police resources in accordance with standard operational procedures.

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

Essential Requirements:-

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

Enquiries to Gary Williams, Inspector, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6230 2281, email Gary.williams@police.tas.gov.au.

Applications to Coordinator, Employee Services, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6173 2071, email Applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

SOUTHERN DISTRICT

*Administration***Clerical Support Officer (001338)**

Applications Close:- Friday, 19 June 2015.

Salary:- \$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream Band 2.

Permanent full-time

Location:- Hobart Region - Relief role with various locations

Duties:- Contribute to the operational effectiveness of the Southern District by ensuring timely and accurate administration and clerical support. The Relief Clerical Support Officer will be required to provide support to State Service Personnel within the District where business needs require.

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

Essential Requirements:-

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

Enquiries to Mr Peter Thompson, Executive Officer, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6173 2447, email Peter.Thompson@police.tas.gov.au.

Applications to Coordinator, Employee Services, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6173 2071, email Applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

SOUTHERN DISTRICT

Southern Regional Prosecution Services

Clerical Support Officer (001337)

Applications Close:- Friday, 19 June 2015.

Salary:- \$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream Band 2.

Fixed-Term full-time 12 months

Location:- Hobart

Duties:- Provide administrative, clerical and keyboard support to the Officer-in-Charge and police personnel attached to Southern Regional Prosecution Services, Hobart.

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

Essential Requirements:-

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

Enquiries to Ian Lindsay, Inspector, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, phone (03) 6173 2316, email Ian.lindsay@police.tas.gov.au.

Applications to Coordinator, Employee Services, Department of Police and Emergency Management, GPO Box 308, HOBART, TAS, 7001, email Applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

PREMIER AND PARLIAMENTARY SERVICES

MINISTERIAL AND PARLIAMENTARY SERVICES

Adviser (001957)

Applications Close:- Friday, 19 June 2015.

Salary:- See Below.

Various classifications

Contract Position Fixed-term full time

Location:- Hobart

Ministerial and Parliamentary Support (MPS) Staff are not State Service or Award employees. Staff are employed under a Crown Prerogative Instrument of Appointment which specifies the terms and conditions of employment. Permanent State Service employees may be seconded to MPS in accordance with the provisions of the State Service Act 2000.

Subject to the terms and conditions specified in the Instrument of Appointment or Secondment, the period of employment may be for the Term of Government.

Salary Range: Will be determined on the successful applicant's knowledge and experience relevant to the position. Applicants with expertise commensurate with that which is applicable to General Stream Band 6, 7 or 8 of the Tasmanian State Service Award are being sought for this position.

Duties:- Provide high quality political and policy advice to the Minister about issues relating to the Minister's portfolio, and plan and coordinate strategic communications solutions required to deal with identified issues and emerging risks.

Keep abreast of emerging issues that have the potential to impact on the responsibilities of the Minister's portfolio.

Please email your cover letter addressing the selection criteria and resume to Sarah Warner, HR Consultant, GPO Box 123, Hobart, Tasmania 7001 or job.application@dpac.tas.gov.au by COB, Friday 19 June 2015.

Enquiries to Carol Jones, Office Manager, Department of Premier and Cabinet, phone (03) 6165 7667, email carol.jones@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

EPA DIVISION

Analytical Services Tasmania

Laboratory Technical Officer (000388)

Applications Close:- Friday, 19 June 2015.

Salary:- \$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream Band 3.

Permanent full-time

Location:- New Town

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

Duties:- Work as part of a team of professional and technical staff in the laboratory to provide high quality, timely and accurate test results to clients. The Laboratory Technical Officer prepares and performs analysis of samples in accordance with standard operating procedures and instructions and performs the associated administrative, maintenance and equipment calibration activities as required.

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

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 & 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 Damien Norman, phone (03) 6165 3303, email Damien.Norman@environment.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@dpiuwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

INLAND FISHERIES SERVICE

Program Leader - Carp Management (707041)

Applications Close:- Friday, 19 June 2015.

Salary:- \$58,394 – \$94,996 p.a.

Tasmanian State Service Award, Professional Stream Band 1-2.

Permanent full-time

Location:- New Norfolk

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

Relocation expenses may be considered for an employee appointed to this position, however this is subject to approval.

Duties:- To assist with the containment, control and eradication of European carp in Tasmania.

Essential Requirements:- A degree in science relevant to the professional duties to be undertaken, as provided by a university. A current motor vehicle driver's licence. A limited coxswain's certificate.

Desirable Requirements:- An honours degree in science or an equivalent qualification, in a relevant field, from a recognised tertiary institution.

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 & 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 Chris Wisniewski, phone (03) 6165 3806, email Chris.wisniewski@ifs.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.

PORT ARTHUR HISTORIC SITE MANAGEMENT
AUTHORITY

CASCADES FEMALE FACTORY

Visitor Services Assistant (FFVSA-15)

Applications Close:- Monday, 22 June 2015.

Salary:- \$50,767 – \$54,369 p.a.

Port Arthur Historic Site Management Authority Award, General Stream Band 2.

Permanent full-time Monday - Friday

Location:- South Hobart

Duties:- To confidently and warmly welcome visitors, provide interpretation of the Historic Site and its assets in an enjoyable and informative manner and to deliver excellent standards of customer care, service and interpretation at all times.

Desirable Requirements:- Certificate III in Tourism or another appropriate discipline

First Aid Certificate

Enquiries to Greta McDonald, Manager, CFFHS, Port Arthur Historic Site Management Authority, phone (03) 6233 6553, email greta.mcdonald@portarthur.org.au.

Applications to Recruitment, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, Port Arthur, TAS 7182, email recruitment@portarthur.org.au.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Education Facility Attendant	J. Cassidy	6 months	09.06.15
Education	Teacher Assistant	E. Jaffray	6 months	01.06.15
Education	Education Facility Attendant	M. Roney	6 months	01.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	S. Mawby	6 months	07.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Scaife	6 months	07.06.15
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	P. Mariette	6 months	13.04.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	E. Allchin	6 months	07.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	B. Beavan	6 months	07.06.15
Justice	Correctional Officer	M. Cooper	12 months	15.06.15
Justice	Transcription Typist	R. Newman	6 months	02.06.15
Justice	Correctional Officer	B. Laughlin	12 months	15.06.15
Justice	Correctional Officer	S. Tyler	12 months	15.06.15
Justice	Clerk	C. Knight	6 months	08.06.15
Port Arthur Historic Site Management Authority	IT Support Officer	D. Dartnell	6 months	03.06.15
Port Arthur Historic Site Management Authority	Food & Beverage Assistant	L. Ralph	6 months	11.06.15
Port Arthur Historic Site Management Authority	Tour Guide	T. Reardon	Nil	28.05.15

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	D. Raymond	Advanced Skills Teacher	01.06.15
Health & Human Services & Tasmanian Health Organisations	J. Tate	Operations Manager	18.05.15
Health & Human Services & Tasmanian Health Organisations	L. Peyton	Nurse Unit Manager - Department of Medical Imaging	11.05.15
Health & Human Services & Tasmanian Health Organisations	M. Benier	Clinical Lead - Community Outreach and Outpatient Services Team	27.04.15
Justice	S. Evans	Manager, Web Support Services	04.06.15
Primary Industries, Parks, Water & Environment	J. Adams	Senior HR Consultant (Systems & Reporting)	09.06.15
Integrity Commission	N. D'Alessandro	Manager Misconduct Prevention, Education and Research	01.06.15

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	J. McKerrow	State Growth	Senior Workforce Development and Training Officer	04.06.15

Retirement of Permanent Employees

Agency	Duties Assigned	Employee	Date of Effect
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	H. West	31.05.15
Health & Human Services & Tasmanian Health Organisations	Business Advisor	M. Gatward	29.05.15
Justice	Correctional Officer	R. Simpson	09.06.15

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Senior Audit Consultant	S. Wade	17.06.15
Education	Education Facility Attendant	D. James	25.05.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. Dawson	06.06.15
Health & Human Services & Tasmanian Health Organisations	Administrative Assistant	M. Penfold	04.06.15
Justice	CSO Supervisor North	S. Fearn	18.05.15
Premier & Cabinet	Sports Performance Officer	C. Philp	05.06.15

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