



TASMANIAN STATE SERVICE NOTICES

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CONTENTS.

VACANCIES—

Education.....	900
Health and Human Services	903
Justice.....	911
Police and Emergency Management.....	911
Premier and Cabinet.....	912
Primary Industries, Parks, Water and Environment.....	912
State Growth	913
Treasury and Finance.....	913
TASTAFE.....	914

STAFF MOVEMENTS—

Appointments	916
Promotions.....	916
Resignations	916
Retirements.....	916

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

CORPORATE SERVICES

Human Resources Management

HR Operations Systems and Reporting

HR Operations Clerk, HR Operations Systems and Reporting (965676).

Applications Close:—Friday, 3 July 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 73.50 hours per fortnight, from as soon as possible to 8 July 2016.

Location:—HR Operations Systems and Reporting.

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

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

Enquiries to Sharon England, Department of Education, phone (03) 6165 6289, email *sharon.england@education.tas.gov.au*.

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

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

Applications to *recruitment@education.tas.gov.au* or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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)

Elizabeth College

Laboratory Technician, Elizabeth College (967124).

Applications Close:—Friday, 3 July 2015.

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

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 58.80 hours per fortnight.

Location:—Elizabeth College.

Provide technical support to a school or college's science unit and undertake associated administrative duties.

Essential Requirements:—Certificate III or IV in Laboratory Techniques, or equivalent TAFE or post-secondary qualification appropriate to the nature of the work.

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

Desirable Requirements:—Post secondary studies in the fields of science and/or technology.

Enquiries to Deborah Beswick, Department of Education, phone (03) 6235 6510, email *deborah.beswick@education.tas.gov.au*.

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

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

Applications to *recruitment@education.tas.gov.au* or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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)

Elizabeth College

Teacher (VET Children's Services), Elizabeth College (966892).

Applications Close:—Friday, 3 July 2015.

Salary:—\$54,732 – \$88,242 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Teacher.
Permanent part-time 56.00 hours per fortnight.

Location:—Elizabeth College.

To implement and manage appropriate learning programs for students and to assess individual student progress.

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

Current Certificate of Registration; or provisional registration; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

The Head of the State Service has determined that the person nominated for this 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 Andrew Kerslake, Department of Education, phone (03) 6235 6592, email andrew.kerslake@education.tas.gov.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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)

Glenorchy Primary School

Assistant Principal, Glenorchy Primary School (969999).

Applications Close:—Friday, 3 July 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:—Glenorchy Primary 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 Wendy Potter, Department of Education, phone (03) 6272 7574, email wendy.potter@education.tas.gov.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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

Burnie Primary School

Teacher, Burnie Primary School (960329).

Applications Close:—Friday, 3 July 2015.

Salary:—\$55,827 – \$90,007 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Permanent full-time 70 hours per fortnight from 12 October 2015.

Location:—Burnie Primary School.

Description of the role:—To implement and manage appropriate learning programs for students and to assess individual student progress.

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

Current Certificate of Registration; or provisional registration; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. Please note that a person with a limited authority to teach can only be employed on a Fixed-term basis.

The Head of the State Service has determined that the person nominated for this 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 Andrew Starick, Department of Education, phone (03) 6433 3655, email andrew.starick@education.tas.gov.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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

Smithton High School

Advanced Skills Teacher, Smithton High School (200447).

Applications Close:—Friday, 3 July 2015.

Salary:—\$96,766 p.a.

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

Fixed-term full-time 70 hours per fortnight, as soon as possible until 7 July 2017.

Location:—Smithton High School.

Description of the 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 Keith Billing, Department of Education, phone (03) 6452 9222, email keith.billing@education.tas.gov.au.

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

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

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

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

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

EDUCATION

LINC TASMANIA

Customer Services Officer, Devonport LINC (700048).

Applications Close:—Friday, 3 July 2015.

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

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 44.10 hours per fortnight.

Location:—Devonport LINC catchment.

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

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

Enquiries to Jane Forward, Department of Education, phone (03) 6478 4235, email Jane.Forward@education.tas.gov.au.

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

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

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

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

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

EDUCATION

LINC TASMANIA

Information Services and Access

Public Library Services Program Manager, Information Services and Access (700622).

Applications Close:—Friday, 3 July 2015.

Salary:—\$109,279 – \$115,977 p.a.

Tasmanian State Service Award, General Stream Band 8.

Permanent full-time 73.50 hours per fortnight.

Location:—Information Services and Access.

Description of Role:—Provide strategic support and advice to senior management on matters relating to policy, planning, services and strategic directions to achieve the outcomes of the LINC Tasmania vision.

Support the management, implementation and delivery of public library and information services, and management of policies and procedures relating to LINC Tasmania initiatives on a state-wide basis.

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:—Appropriate academic/professional qualifications in Library or Information Science.

A current drivers licence.

Enquiries to Elizabeth McKenzie, Department of Education, phone (03) 6165 5595, email elizabeth.mckenzie@education.tas.gov.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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

Research and Policy Officer, (519720).

Applications Close:—Friday, 3 July 2015.

Salary:—\$76,051 – \$78,350 p.a.

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

Permanent full-time day work.

Location:—Hobart.

We are seeking a Research and Policy Officer to join our team at the Commissioner for Children's Office established under Part 9 of the Children, Young Persons and Their Families Act 1997, the Commissioner for Children is an independent statutory authority whose officers are promoting the best interests of children in Tasmania. Under the general supervision of the Senior Policy Consultant the Research and Policy Officer:—provides high quality accurate and timely advice and research assistance to the Senior Policy Consultant in matters relating to the health, welfare, care, protection and development of children and young people in Tasmania; undertakes research, analyses data and provides policy advice across a wide range of issues relevant to the wellbeing of children and young people in Tasmania, taking account of International Conventions and the national and Tasmanian legislative and policy frameworks; provides research and comment on legislation, policy development and service delivery in matters relating to the health, welfare, care, protection and development of children and young people in Tasmania and liaison with government and non-government agencies and members of the public.

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

Desirable Requirements:—Tertiary Qualifications in Law, Social Work or a related behavioural science.

Enquiries to Annie McLean, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6233 2731, email annie.mclean@childcomm.tas.gov.au.

HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Ambulance Tasmania

Operational Support Officer (North) (516965).

Applications Close:—Friday, 3 July 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 (part-time hours may be considered by negotiation).

Location:—DHHS, Ambulance Tasmania, Regional Operations, North.

Duties:—Provide administrative and operational support to the Regional Manager and Operations Manager. This will include functions relating to:—Assist in the maintenance of staff establishment. The organisation of operational coverage. Basic project support. Fleet and equipment repairs. Programmed maintenance. Administration of regional assets. Operational and administrative support of Ambulance Tasmania's (AT) regional volunteer groups. Co-ordination of regions administrative staff.

Selection criteria includes:—Demonstrated ability to provide administrative, operational and logistical support to senior operational staff in a time critical environment.

Demonstrated ability to utilise a wide range of information technology software.

Capacity to work collaboratively as a member of a team, as well as the ability to manage own performance and development, take initiative and meet deadlines.

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

Desirable Requirements:—Current Driver's Licence.

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 Lynden Ferguson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5777, email lynden.ferguson@ambulance.tas.gov.au.

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

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

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

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

CAT Consultant Psychiatrist (520182).

Applications Close:—Friday, 31 July 2015.

Salary:—\$140,592 – \$213,700 To be negotiated.

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

Fixed-term full-time day worker (with oncall), working 76 hours per fortnight.

Location:—Based from Parkside Burnie, working across the North West of Tasmania.

Please note that 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.

Are you interested in a challenge?

Full-time position to commence as soon as possible (for minimum 2 year period). Part-time may be negotiated. Accommodation and relocation assistance can be provided.

This position will provide you with a unique opportunity to work across our diverse sites. You will be fully supported by other Consultants and junior staff. THO-North West offers excellent Continuing Professional Development benefits and a supportive working environment.

North West Tasmania also offers a brilliant lifestyle for families, with affordable housing, excellent access and choice of education located within strong and vibrant rural and urban centres. Our pristine wilderness and coastlines are on your doorstep and your work/life balance will ensure that you have the best of both worlds!

We offer contemporary, well equipped work environments; excellent remuneration and relocation assistance. Assistance with AHPRA registration and visa sponsorship available.

Visit our website, <http://www.dhhs.tas.gov.au/tho/nw>.

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 Ross Duncan, Executive Director Medical Services, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0419 397 838, email david.duncan@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, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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Like us on Facebook.

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

*Mersey Community Hospital***Registered Nurse (514646).**

Applications Close:—Friday, 3 July 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, working 64 hours per fortnight.

Location:—Medical Ward, Mersey Community Hospital.

Who are we?

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

These positions are based on the Medical Ward of the Mersey Community Hospital.

Who are we looking for?

We are seeking motivated and experienced Registered Nurses who are passionate about delivering the greatest quality of care, in collaboration with members of the multidisciplinary healthcare team. As a member of our dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and supporting a positive environment.

Reporting to the Nurse Unit Manager, you will contribute to the health outcomes of your patients through excellence in patient centred; evidence based and best practice, fostering a learning culture, having 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.

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

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

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

Enquiries to Simone Kramme, Acting Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6426 5431, email simone.kramme@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, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST
North West Regional Hospital

Staff Specialist, Medical Oncologist (522120).

Applications Close:—Friday, 31 July 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.

Fixed-term full-time day worker (with on-call), working 76 hours per fortnight for 3 years.

Location:—North West Regional Hospital.

Please note that 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.

The Tasmanian Health Organisation, North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community. We are committed to providing the highest levels of healthcare in Tasmania's beautiful North West. The North West Regional Hospital is based in Burnie, one of the major centres of the coast, with most of Tasmania's attractions such as Cradle Mountain and Strahan only a short drive away, and daily direct flights to Melbourne.

The North West Regional Cancer Centre is currently under construction, with an expected completion date of late 2015. It will be a state of the art centre designed to meet the needs of the regional community. The Centre has been carefully designed to provide radiation oncology and chemotherapy services, consulting rooms, teaching facilities and a base for palliative care.

We are seeking a motivated and experienced Medical Oncologist, who will play an integral role in the start-up of the North West Regional Cancer Centre. Reporting to the Executive Director Medical Services and working in collaboration with the W.P Holman Clinic at Launceston General Hospital, this role encompasses a wide range of responsibilities, including the.

You will bring your existing skills and knowledge to this exciting position, in which you will provide leadership, teaching and strategic direction to a friendly and dynamic team in a modern facility.

Clinical equipment is yet to be purchased but you will play a key role in the setup of this Centre. Equipment will include a dual energy linear accelerator with IMRT capability, CT imaging and VMAT as an option, a wide bore CT simulator and a new treatment planning system, a comprehensive range of Physics QA equipment, patient immobilisation devices. Necessary training will be provided for all equipment. There is also the provision of a second bunker in the facility, and a second linear accelerator will be installed in line with clinical demand.

The Medical Oncologist will be expected to:—Manage and be directly involved in the delivery of the radiation oncology physics service.

Ensure that the quality assurance programme is reviewed and remains compliant with national and international standards.

Take a leading role in the planning for and commissioning of new therapy equipment, techniques and processes.

Take an active role in mentoring physics registrars.

Act as a Radiation Safety Officer for the North West Regional Cancer Centre.

Applicants should have substantial post-accreditation (or equivalent) clinical experience in the field of radiation oncology physics; Eligible to hold Ordinary membership of the Australasian College of Physical Scientists and Engineers in Medicine (ACPSEM), and hold ACPSEM Accreditation in Radiotherapy Equipment Commissioning and Quality Assurance or equivalent. The successful applicant will have a consultative leadership style, ability to build rapport and a high level of motivation.

We offer a flexible work/life balance, great team environment, commitment to professional development, and a competitive market salary, to be negotiated with the successful applicant. You will receive generous relocation assistance, leave entitlements and have access to salary packaging.

For a confidential discussion regarding your application please contact, Ross Duncan at david.duncan@dhhs.tas.gov.au or phone 0419 397 838.

Desirable Requirements:-

Postgraduate qualifications in internal medicine (FRACP) and medical oncology or the equivalent.

Relevant postgraduate higher degree (MD, PhD).

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 Ross Duncan, Executive Director Medical Services, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0419 397 838, email david.duncan@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, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST
Primary Health North West

Personal Care Assistant (521868).

Applications Close:—Friday, 3 July 2015.

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

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

Fixed-term part-time shift worker, working up to 70 hours per fortnight.

Location:—Rosebery Community Health Centre.

Who are we?

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

Who are we looking for?

We are seeking motivated and experienced Personal Care Assistants to join our team in Roseberry.

The successful applicant should possess good communication skills to effectively work with residents, their family unit, and the clinical team in a residential unit within an acute hospital environment. They need the ability to work under indirect supervision, to ensure that the care needs of the residents are efficiently met.

If you are passionate about caring for the elderly, then this may be the career opportunity you have been waiting for.

Do you have?

Possesses, or is working towards an Extended Carers Assistant Certificate Level 3 or equivalent.

Effective written communication and interpersonal skills.

Ability to develop and maintain appropriate and effective working relationships with clients, carers and other health workers.

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:—Possesses, or is working towards an Extended Carers Assistant Certificate Level 3 or equivalent.

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 Yvonne Armstrong, Nurse Unit Manager, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6473 5100, email yvonne.armstrong@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, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Psychologist (514919).

Applications Close:—Friday, 10 July 2015.

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

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

Fixed-term part-time day worker, working 60.80 hours per fortnight.

Location:—West Coast.

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 Psychologist to provide a specialist psychological assessment and treatment service to clients of the West Coast area.

Reporting to the Community and Regional Health Services Manager, this role encompasses a wide range of responsibilities including, but not limited to, cognitive assessment, individual therapy and group work to clients, to foster their capacity to manage and maintain life skills, better health and well-being.

Do you have?

Current Registration.

Demonstrated advanced clinical skills in a rural/remote setting.

Current Driver's Licence.

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 Psychology Board of Australia. Current Driver's Licence.

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

Enquiries to Linda Neale, Director of Nursing, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6472 2300, email linda.neale@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, P.O. Box 274, Ulverstone 7315. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Forensic Mortuary Technician (512655).

Applications Close:—Friday, 3 July 2015.

Salary:—\$63,262 – \$72,204 p.a.

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

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

Location:—Statewide Forensic Medical Services.

The Tasmanian Health Organisation, South is seeking applications for a permanent Forensic Mortuary Technician vacancy.

Duties:—In the role of Forensic Mortuary Technician you will work under general technical direction and supervision, performing specialised procedures assisting the Forensic Pathologist in post mortem examination and other examinations as instructed.

You will be responsible for maintaining forensic mortuary equipment. You are also expected to participate in continuing education and contribute to quality improvement activities within Statewide Forensic Medical Services.

Desirable Requirements:—Current Driver's Licence.

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 Sue Gilbert, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8611, email sue.gilbert@dhhs.tas.gov.au.

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

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001 or email bernadette.burke@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Statewide Mental Health Services

Administrative Assistant, Mental Health Services (512105).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,183 – \$53,673 p.a.

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

Permanent full-time day work.

Location:—Millbrook Rise Centre, New Norfolk.

Duties:—Provide day to day administrative support at the Millbrook Rise Centre. Contribute towards optimal administrative and business support processes at the local level.

The Head of the State Service has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted:—conviction check 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 Tom O'Brien, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0427 915 472, email tom.o'brien@dhhs.tas.gov.au.

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

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

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Statewide Mental Health Services

Clinical Nurse Consultant, Mental Health Services South (515675).

Applications Close:—Friday, 31 July 2015.

Salary:—\$84,989 – \$90,857 p.a.

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

Permanent full-time day work.

Location:—New Norfolk.

Duties:—Mental Health Services South is seeking applications from nurses with experience working in a recovery and psycho-social rehabilitation health setting to permanently join a client focussed team of health professionals providing specialist mental health services to clients at the Millbrook Rise Centre and satellite services located at New Norfolk.

Desirable Requirements:—Holds or is working towards a relevant post graduate qualification.

Current Driver's Licence.

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

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

Enquiries to Tom O'Brien, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0427 915 472, email tom.o'brien@dhhs.tas.gov.au.

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

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

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Statewide Mental Health Services

Senior Clinical Psychologist (522186).

Applications Close:—Friday, 17 July 2015.

Salary:—\$95,983 – \$101,483 p.a.

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

Permanent full-time day work.

Location:—South.

PLEASE NOTE: Part-time hours will also be considered.

Duties:—Provide specialist assessment and treatment services to pregnant women involved in antenatal care at the Royal Hobart Hospital (RHH) and follow-up treatment services to mothers/fathers and their infant in the 12 months postpartum.

Essential Requirements:—Registered with the Psychology Board of Australia and endorsed to practice in the approved area of practice of clinical psychology.

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

Enquiries to Anne Easter, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 0588, email anne.easter@dhhs.tas.gov.au.

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

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

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Statewide Mental Health Services

Senior Occupational Therapist (516251).

Applications Close:—Friday, 17 July 2015.

Salary:—\$95,983 – \$101,483 p.a.

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

Permanent full-time day work.

Location:—South.

PLEASE NOTE: Part-time hours will also be considered.

Duties:—As a member of the Child and Adolescent Mental Health Team (CAMHS), the Senior Occupational Therapist, CAMHS provides clinical expertise in occupational therapy assessment and treatment services to infants, children and adolescents who present to the service.

Desirable Requirements:—Expertise in child and adolescent mental health.

Current Driver's Licence.

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

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

Enquiries to Anne Easter, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 0588, email anne.easter@dhhs.tas.gov.au.

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

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

Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Psychologist (511072).

Applications Close:—Friday, 3 July 2015.

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

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

Fixed-term part-time day work, working 22.8 hours per fortnight commencing 3 August 2015 until 3 February 2016.

Location:—Persistent Pain Service, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking

interest from suitably qualified applicants for a fixed term part-time Psychologist vacancy.

Duties:—In the role of Psychologist you will provide psychological services including evidence-based assessments and therapeutic interventions to patients of the Royal Hobart Hospital (RHH), including inpatient and outpatient services in accordance with organisational policies and the professional code of conduct of the Psychology Board of Australia, the Psychologist.

Desirable Requirements:—Endorsement by the Psychology Board of Australia as a Clinical Psychologist or Clinical Neuropsychologist.

Post graduate degree in Clinical Psychology or Clinical Neuropsychology.

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

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

Enquiries to Clare Ramsden, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7840, email clare.ramsden@dhhs.tas.gov.au.

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

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001 or email bernadette.burke@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Staff Specialist (516166).

Applications Close:—Friday, 3 July 2015.

Salary:—To be negotiated.

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

Fixed-term part-time day work working 5.32 hours per fortnight commencing as soon as possible for 12 months.

Location:—Jack Jumper Allergy Program.

Please note: This selection process may be used to fill subsequent Fixed-term part-time vacancies arising in this section within the next six months.

Please note that 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.

The Tasmanian Health Organisation, South is seeking applications for a fixed term part-time Staff Specialist vacancy in the Jack Jumper Allergy Program.

Duties:—In the role of Staff Specialist – Jack Jumper Allergy Program your duties will include:—Provision of specialist medical input into the Jack Jumper Allergy Program (JJAP).

To be involved in research, quality improvement activities and teaching in the field of venom immunotherapy at the Royal Hobart Hospital.

Provide advice and support to Program Manager in relation to clinical issues.

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

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

Enquiries to 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 apply online please do not send a hard copy application to the contact person or Human Resources.

If you are not able apply online please forward your hard copy application quoting the vacancy number to: Human Resources, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7001 or email bernadette.burke@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Medicine Services

Registered Nurse (520683).

Applications Close:—Friday, 3 July 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 (fully rotational) working up to 63 hours per fortnight. Hours to be negotiated.

Location:—Assessment Planning Unit, Royal Hobart Hospital.

Please note access to the Grade 4 salary range \$75,612 – \$79,794 is subject to successful application for progression to Grade 4.

Duties:—The Tasmanian Health Organisation, South is seeking applications from Registered Nurses interested in joining our team in the Assessment Planning Unit. The Registered Nurse strengthens health outcomes through the provision of safe quality, clinically appropriate nursing care in partnership with patients/clients, their families and other health professionals.

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

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

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

Enquiries to Jo Robertson, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7012, email jolene.carlton@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, G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Oral Health Services (Statewide)

Oral Health North West

Dental Officer (500858).

Applications Close:—Friday, 3 July 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 November.

Location:—Oral Health Services Tasmania (North-West).

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 Dr Paul Greham, Senior Dental Officer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 64217729, email Paul.Greham@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, G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Oral Health Services (Statewide)

Oral Health South

Quality Officer, Infection Prevention and Control (502366).

Applications Close:—Friday, 3 July 2015.

Salary:—\$83,601 – \$94,132 p.a.

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

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

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

Duties:—Provide a high level of advice on infection prevention and control issues, policies, procedures and practices to managers, clinicians and dental team members.

Develop and maintain infection prevention and control processes, protocols and guidelines within OHST.

Monitor changes and developments in relevant standards and legislation pertaining to infection prevention and control and determine required strategies to ensure OHST achieves and maintains compliance.

Liaise with relevant infection prevention and control health professionals within other relevant jurisdictions and Tasmanian Health Organisations.

In collaboration with the Manager, Safety and Quality co-ordinate the infection prevention and control audit program for OHST, including preparation of audit plans and tools; and conducting, reporting and following-up of audits.

Promote and participate in quality improvement activities to ensure ongoing development and improvement of processes and systems and to support a learning culture.

Identify, analyse, and make recommendations to the Manager, Safety and Quality regarding the strategic directions for infection prevention and control and relevant national standards compliance.

Essential Requirements:—Certificate III in Dental Assisting or relevant clinical experience.

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

Enquiries to Robyn Nikolai, Manager, Safety and Quality, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 61665402, email Robyn.Nikolai@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, G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Women and Children Services

Clinical Nurse Consultant, Lactation Consultancy Service (516618).

Applications Close:—Friday, 3 July 2015.

Salary:—\$84,989 – \$90,857 pro rata, per annum.

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

Fixed-term part-time day worker, 45.6 hours per fortnight, commencing 2 August 2015 for a period of 12 months.

Location:—Womens, Adolescent and Childrens Services, Royal Hobart Hospital.

Duties:—The Clinical Nurse Consultant provides clinical leadership in contemporary lactation care including advanced nursing care within scope of practice and other relevant legislation and works across WACS, Royal Hobart Hospital providing clinical specialist care and consultancy to staff, patients and their families requiring lactation support, skills and education.

Desirable Requirements:—Holds or working towards relevant postgraduate tertiary qualifications.

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

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

Enquiries to Heather Giannaros, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 62228766, email heather.giannaros@dhhs.tas.gov.au.

You are encouraged to apply online or forward your hard copy application quoting the vacancy number to Human Resources Recruitment Services, G.P.O. Box 1061, Hobart 7001. Please note if you are applying online you DO NOT need to upload an Application for Employment form.

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JUSTICE

WORKSAFE TASMANIA

Senior Inspector of Mines (Re-advertised) (355645).

Applications Close:—Friday, 3 July 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Permanent full-time working 73.5 hours per fortnight.

Location:—Burnie.

Duties:—Develop and implement strategies, systems and programs that will lead to improvements in workplace safety standards for mines, quarries, and mineral processing facilities and ensure that such standards are administered, regulated and developed to work toward safe mining practices in Tasmania. Ensure that Tasmania's mining safety standards, in all forms, are outcome focussed and based on national and international best practice resulting in achievement of a significant reduction of mining accidents and fatalities in Tasmania.

The occupant will be required to work, at times, in hazardous mining environments, occasionally under difficult circumstances. Extensive fieldwork is required to be undertaken, which can be in remote locations and in extremes of weather. Some out of hours work and call outs can be anticipated. Required to enter and inspect underground mines, and attend, investigate and report on workplace incidents/accidents (including fatalities) as required.

Essential Requirements:—A Bachelor Degree in Engineering specifically in Mining Engineering, from a recognised university, eligible to become a professional engineer recognised by Engineers Australia. A current drivers licence.

Desirable Requirements:—A recent mining engineering career of around 15 year's duration.

Enquiries to Fred Sears, Chief Inspector of Mines, WorkSafe Tasmania, Department of Justice, mobile 0428 343 115, email fred.sears@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Leanne Bortkiewicz on (03) 6166 4736.

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

WESTERN DISTRICT

Western Prosecution Services

Clerical Support Officer (001260).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Devonport/Ulverstone.

Duties:—Provide administrative, clerical and keyboard support, including the transcription of audio tapes, to the Officer-in-Charge and police personnel attached to Western Prosecution.

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

Enquiries to Mr Phil Chadwick, Executive Officer, Department of Police and Emergency Management, G.P.O. Box 308, HOBART, TAS, 7001, phone (03) 6477 7259, email Phillip.chadwick@police.tas.gov.au.

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

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

PREMIER AND CABINET

STATE SERVICE MANAGEMENT OFFICE

Graduate – Human Resources and Industrial Relations (2 vacancies)

Applications Close:—Friday, 3 July 2015.

Salary:—\$57,249 – \$67,551 p.a.

Tasmanian State Service Award, Graduate

Permanent full-time vacancy (Human Resources Graduate) and Fixed-Term full-time (as soon as possible to 10 November 2015) (Industrial Relations Graduate).

Location:—Hobart

To provide advice on the development, implementation and maintenance of relevant and contemporary human resource and industrial relations policies, strategies and initiatives that promote the human resource and industrial relations practices.

Essential Requirements:—A degree qualification in a discipline relevant for this work, including Human Resource Management, Business Management, Law or Employment Law, or Industrial Relations.

Enquiries to Naomi Marsh, Consultant, Department of Premier and Cabinet, phone (03) 6232 7387, email Naomi.Marsh@dpac.tas.gov.au <<mailto:Elise.McCarthy@dpac.tas.gov.au>> .

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, GPO Box 123, Hobart, 7001, phone (03) 6270 5599, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

BIOSECURITY TASMANIA

Product Integrity

Program Manager (Agvet Chemicals and Tasmanian Seed Services) (706897).

Applications Close:—Friday, 3 July 2015.

Salary:—\$100,355 – \$104,931 p.a.

Tasmanian State Service Award, General Stream Band 7.

Permanent full-time.

Location:—Launceston.

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

relevant experience.

Duties:—Manage the human, physical and information resources of the Product Integrity Branch's Agvet Chemicals and Tasmanian Seed Services Programs.

Perform the statutory functions of Registrar of Chemical Products in accordance with the Agricultural and Veterinary Chemicals (Control of Use) Act 1995.

Develop and implement strategies for the appropriate access to, and use of, agricultural and veterinary (agvet) chemicals that enhance the long term sustainability and productivity of Tasmania's agriculture, forestry and aquaculture industries.

Develop and implement strategies to ensure Tasmanian Seed Services maximises its profitability, whilst continuing to provide timely and accurate seed testing results to clients.

Provide authoritative technical and policy advice on agvet chemical and residue issues to ensure a balance between meeting the needs of users for continued and ongoing access to modern and effective agvet chemicals while protecting public health, the environment and trade from adverse impacts from the use of these chemicals.

Desirable Requirements:—Relevant tertiary qualifications are desirable. A current motor vehicle driver's licence.

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

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

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

Enquiries to Chris Lyall, phone (03) 6777 2197, email chris.lyall@dpipwe.tas.gov.au.

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

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations

North West Region

Field Officer (707370).

Applications Close:—Friday, 3 July 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—This position is within the North West Region, initially located at Arthur River Field Centre, but may be required to work at other field centres within the Region.

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

A percentage salary loading may be payable in addition to the annual award salary for those employees who are authorised to undertake work on weekends, public holidays, outside normal working hours and for performing first aid duties.

Duties:—Implement the Field Centre operational plans, carry out works to maintain field centre infrastructure and facilities for the conservation and sustainable use of natural and cultural resources.

Desirable Requirements:—A Trade Certificate in a discipline relevant to the duties. Knowledge of local conditions and community issues would be an advantage. A current motor vehicle driver's licence. Workplace Level II First Aid Certificate.

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

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

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Enquiries to Linda Overend, phone (03) 6464 3016, mobile 0407 132 812, email linda.overend@parks.tas.gov.au.

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

STATE GROWTH

TRANSPORT SERVICES

Road User Services

Passenger Transport

System Administrator (372731).

Applications Close:—Friday, 3 July 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Review and provide recommendations for the improvement of established work practices including business processes, systems and supporting documentation.

Identify issues with passenger transport systems and develop solutions to ensure the efficient and effective delivery of Branch programs.

Ensure the effective administration of Passenger Transport Services systems, including the management of user access, user privileges and system documentation.

Manage all system development tasks for the Branch specific applications including, developing new code, implementing improvements in existing code and writing specialised reports.

Develop and manage user acceptance testing to ensure all modified applications are fully tested and operational prior to release in a live environment.

Liaise with the Information Communication and Technology Branch (ICT) in relation to application system development, acceptance testing and system releases.

Create business and system requirements documentation for the development of new systems and/or the enhancement of existing systems.

Maintain quality system operating procedures and assist with the management of existing Branch operating procedures.

Desirable Requirements:—Appropriate tertiary qualifications and/or experience.

Enquiries to Kristy Pereira, Manager Business Systems, Department of State Growth, phone (03) 6166 3348, email kristy.pereira@stategrowth.tas.gov.au.

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

TREASURY AND FINANCE

CORPORATE SUPPORT DIVISION

Corporate Information Support Branch

Information Management Co-ordinator (724109).

Applications Close:—Friday, 10 July 2015.

Salary:—\$57,249 – \$61,373 p.a.

Tasmanian State Service Award, General Stream, Band 3.

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

Location:—Hobart.

Duties:—Work as a member of a team to deliver best practice records and information management services to clients and provide on the job training to team members and Treasury staff.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated knowledge and experience in Ministerial and general correspondence management and the ability to co-ordinate and process operations to meet relevant deadlines; a track record of excellent client relationships and be able to respond effectively to client's needs and demonstrated experience with electronic document management systems, including quality assurance, and disposal processes and help desk support.

Desirable Requirements:—Certificate III or IV in a relevant area or equivalent level.

Enquiries to Susan Hill, Manager Information Services, Corporate Information Support Branch, Department of Treasury and Finance, phone (03) 6166 4069, email susan.hill@treasury.tas.gov.au.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Revenue Branch

Revenue Officer (723866).

Applications Close:—Friday, 10 July 2015.

Salary:—\$64,119 – \$73,199 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time or part-time/job share may be considered.

Location:—Hobart.

Duties:—To perform the debt recovery function and assist with financial reporting with respect to State taxation.

In the context of the selection criteria, to be successful in the position applicants will:—demonstrate an excellent stakeholder focus and have good liaison skills; demonstrate sound judgment and possess strong organisational skills and have sound computer skills.

Desirable Requirements:—Diploma or Advanced Diploma, completion, or partial completion, of relevant tertiary qualifications.

Enquiries to Keri Pennicott, Manager (Revenue Operations), Department of Treasury and Finance, phone (03) 6166 4417, email keri.pennicott@treasury.tas.gov.au.

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

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

TASTAFE

OPERATIONS ORGANISATIONAL AND BUSINESS DEVELOPMENT

Client Services

Client Services South

Client Services Officer (2 Vacancies).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 967914.

Permanent full-time 73.5 hours per fortnight.

Location:—Client Services South.

Vacancy No. 966808.

Permanent part-time 44.1 hours per fortnight.

Location:—Client Services South.

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

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

Desirable :—Experience in a vocational and education training environment.

Enquiries to Maureen Jones, Team Leader Client Services, TasTAFE, phone (03) 6165 5821, email maureen.jones@TasTAFE.tas.edu.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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.

TASTAFE

VOCATIONAL EDUCATION AND TRAINING

Community Childrens Services and Education Support

Childrens Services and Education Support South

Administrative Assistant (967585).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Childrens Services and Education Support South.

To undertake various administrative and clerical duties that support the function of a campus, team or business unit, including providing a customer focussed reception service. Assist with operational processes including the maintenance of databases and related matters.

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

Enquiries to Lyndene Bowen, Business Centre Manager, TasTAFE, phone (03) 6777 2520, email lyndene.bowen@TasTAFE.tas.edu.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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.

TASTAFE

VOCATIONAL EDUCATION AND TRAINING

Community Childrens Services and Education Support

Community Services South

Administrative Assistant (968013).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Community Services South.

To undertake various administrative and clerical duties that support the function of a campus, team or business unit, including providing a customer focussed reception service. Assist with operational processes including the maintenance of databases and related matters.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy

a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Lyndene Bowen, Business Centre Manager, TasTAFE, phone (03) 6777 2520, email lyndene.bowen@TasTAFE.tas.edu.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.

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

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

TASTAFE

VOCATIONAL EDUCATION AND TRAINING

Drysdale

Hospitality and Food South

Administrative Assistant (967963).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time 73.5 hours per fortnight.

Location:—Hospitality and Food South.

To undertake various administrative and clerical duties that support the function of a campus, team or business unit, including providing a customer focussed reception service. Assist with operational processes including the maintenance of databases and related matters.

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

Enquiries to Mark Geeves, Business Centre Manager, TasTAFE, phone (03) 6232 7366, email mark.geeves@TasTAFE.tas.edu.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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.

TASTAFE

VOCATIONAL EDUCATION AND TRAINING

Health Aged Care and Disability Services

Health South and Dental

Administrative Assistant (968203).

Applications Close:—Friday, 3 July 2015.

Salary:—\$50,767 – \$54,369 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 51.45 hours per fortnight.

Location:—Health South and Dental.

To undertake various administrative and clerical duties that support the function of a campus, team or business unit, including providing a customer focussed reception service. Assist with operational processes including the maintenance of databases and related matters.

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

Enquiries to Ruth Batge, Educational Team Leader, TasTAFE, phone (03) 6165 6525, email ruth.batge@TasTAFE.tas.edu.au.

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

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

Applications to recruitment@education.tas.gov.au or Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. 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.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	School Administration Clerk	F. Devereux	6 months	18.06.15
Education	Teacher	E. Kearney	12 months	27.05.15
Education	Executive Officer	A. Kentwell	6 months	01.07.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	G. Hoare	6 months	21.06.15
Health & Human Services & Tasmanian Health Organisations	Senior Speech Pathologist	B. Peart	6 months	29.06.15
Justice	Transcription Typist	P. Porte	Nil	07.05.15
Primary Industries, Parks, Water & Environment	Graduate Human Resources Officer	B. Phillips	6 months	25.06.15
Primary Industries, Parks, Water & Environment	Graduate Human Resources Officer	L. Jekimovics	Nil	18.06.15

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	T. Cross	Child and Family Center Coordinator	15.06.15
Education	J. Jerome	Manager Collections	15.06.15

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. Wignall	20.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Illingworth	20.06.15
Health & Human Services & Tasmanian Health Organisations	Occupational Therapist	W. O'Brien	12.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Norling	16.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	J. Misson	27.05.15
Health & Human Services & Tasmanian Health Organisations	Medical Services Unit Officer	K. Lowe	19.06.15
Health & Human Services & Tasmanian Health Organisations	IT Consultant (Application Service)	G. McClelland	19.06.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Yost	19.06.15
Health & Human Services & Tasmanian Health Organisations	HR Consultant	N. Nelson	19.06.15
Primary Industries, Parks, Water & Environment	Field Officer	P. Midson	18.06.15

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Education Facility Attendant	J. Smits	03.07.15
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Davis	20.06.15
Justice	Correctional Officer	K. Lonsdale	17.06.15

Retirement of Officers

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Treasury & Finance	R. Easter	Director Corporate Support	30.06.15



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