



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

Tasmanian Government Gazettes are available for sale from Print Applied Technology Pty Ltd, 123 Collins Street, Hobart and Birchalls Newsagency, The Mall, Launceston.

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.

Leading a team



A practical workshop for new and experienced leaders

- How to set team objectives and gain commitment to these objectives
- 5 proven ways to keep people motivated
- Simple ways to earn the respect of team members, even if you are not a natural leader
- The four leadership strategies: *Directing, Coaching, Consulting* and *Delegating*
- How to choose the right strategy at the right time
- How to give feedback that is meaningful to staff
- How to give feedback to older or more experienced staff than you
- The best questions to uncover personal issues affecting a staff member's performance
- How to turn criticism into a constructive discussion about the future

	Public	Hobart	In-house (max 16 people)
Leading a team	\$595	26 & 27 Aug	\$1650 / day
Time management tools	\$275	22 Aug	\$1650
The skilled negotiator	\$595	16 & 17 Sep	\$1650 / day
Emotional Intelligence	\$275	29 Aug	\$1650
Writing clear letters and emails	\$275	5 Sept	\$1650



Developing Potential (Australia) Pty Ltd

Email: training@developingpotential.com.au
 Website: www.developingpotential.com.au

Phone: 6224 1066

Gazette

Copy can be faxed to Print Applied Technology Pty Ltd on (03) 6216 4294; or electronically mailed via EMAIL at govt.gazette@pat.tas.gov.au

Please Note:—All copy must be typed in Upper and Lower Case not ALL CAPS, if unsure please telephone (03) 6233 6110.

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 Public Sector Management Office on telephone (03) 6233 6687 or Email: jobsadmin@dpac.tas.gov.au.

Order Information

When using this facility please ensure that your order and a copy of the material or vacancy reference are faxed to Print Applied Technology Pty Ltd on (03) 6216 4294.

Deadlines

Government Gazette:—Copy must be received by Print Applied Technology Pty Ltd by **last mail or 4 p.m. 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) 6233 6687.

These deadlines will be strictly adhered to.

For subscription and account enquiries please telephone (03) 6233 3148

ECONOMIC DEVELOPMENT AND TOURISM

CORPORATE SUPPORT DIVISION

*Finance and Facilities Management Unit***Accounts Clerk (424571T).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Fixed-term full-time to 11 January 2009.

Location:—Hobart.

Duties:—Undertake processing of transactions and reconciliations in accordance with service level definitions, established policies and procedures and State and Commonwealth Government Legislation.

Desirable Requirements:—Prior experience in the operation of transaction processing systems would be an advantage.

Enquiries to Mark Haley, Senior Finance Officer, Department of Economic Development and Tourism, phone (03) 6233 9520, email Mark.Haley@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development and Tourism, G.P.O. Box 646, Hobart 7001, phone (03) 6233 5893, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications must address the selection criteria outlined in the Statement of Duties.

ECONOMIC DEVELOPMENT AND TOURISM

ENTERPRISE DEVELOPMENT DIVISION

*Business Development***Senior Client Support Officer (425031).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Hobart.

Duties:—Co-ordinate Business Point operations, including the provision of high quality customer service through the Department's Business Entry Point. This includes business licence and general information, facts sheets and referrals to other Departmental staff, Business Enterprise Centres and other service providers.

Provide a high standard of administrative and clerical support to the Manager Enterprise Programmes and staff of the Business Development Unit.

Enquiries to Liz Hodgetts, Programme Manager, Department of Economic Development and Tourism, phone (03) 6233 5565, email Liz.Hodgetts@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development and Tourism, G.P.O. Box 646, Hobart 7001, phone (03) 6233 5893, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applicants must address the selection criteria outlined in the Statement of Duties.

ECONOMIC DEVELOPMENT AND TOURISM

INDUSTRY DEVELOPMENT DIVISION

*Export and Market Development***Administration Assistant (424552).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,927–\$42,233 per annum.

Administrative and Clerical Employees Award, Level 3.

Fixed-term full-time to 14 August 2009.

Location:—Hobart.

Duties:—Provide a high standard of administrative and client services in relation to the recruitment and enrolment of international students at government schools and TAFE Tasmania.

Enquiries to John Furness, Acting Manager International Education Unit, Department of Economic Development and Tourism, phone (03) 6233 5609, email John.Furness@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development and Tourism, G.P.O. Box 646, Hobart 7001, phone (03) 6233 5893, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications must address the selection criteria outlined in the Statement of Duties.

ECONOMIC DEVELOPMENT AND TOURISM

SPORT AND RECREATION TASMANIA

*Sport and Recreation Services***Project Officer, Indigenous Sport (424311).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$53,188–\$55,020 per annum.

Administrative and Clerical Employees Award, Level 6.

Permanent full-time.

Location:—Hobart.

Duties:—Deliver the Indigenous Sport Programme by facilitating increased participation opportunities and encouraging Aboriginal people to participate in sport.

Essential Requirements:—Aboriginality. The State Service Commissioner has determined that this is an Aboriginal Identified Position and that it will be filled in accordance with the Guidelines for Aboriginal Employment.

Desirable Requirements:—Current driver's licence.

Enquiries to Enquiries to Joy Maher for a copy of the Statement of Duties on (03) 6233 5926 or email Joy.Maher@development.tas.gov.au. For further information about the position please contact Alison Gaden, Manager South, Department of Economic Development and Tourism, phone (03) 6233 5315, email Alison.Gaden@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development and Tourism, G.P.O. Box 646, Hobart 7001, phone (03) 6233 5893, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications must address the selection criteria outlined in the Statement of Duties.

ECONOMIC DEVELOPMENT AND TOURISM

TOURISM TASMANIA

Manager Consumer Communications (705957).

Applications Close:—Friday, 8 August 2008.

Salary:—\$76,763 per annum.

Tourism Tasmania Staff Award, Administrative and Clerical, Level 10.

Permanent full-time.

Location:—Hobart.

Duties:—Influence the development of the Tasmanian tourism industry and Tourism Tasmania programmes by providing specialist consultative advice to the Head of Destination Promotion. Actively participate and contribute to strategic programme development within the business unit, identifying and developing tourism opportunities that align to Tourism Tasmania's corporate plan.

Enhance the dissemination of tourism knowledge across Tourism Tasmania, to external stakeholders and other interest groups.

Desirable Requirements:—A relevant tertiary qualification or proven management experience and achievement in a similar senior role.

Enquiries to Enquiries to Jennifer Fitzpatrick for a copy of the Statement of Duties on (03) 6230 8100 or email Jennifer.Fitzpatrick@tourism.tas.gov.au. For further information about the position please contact R, Head of Destination Promotion, Department of Economic Development and Tourism, phone (03) 6230 8173, email Ruth.Dowty@tourism.tas.gov.au.

Applications to Human Resources, Department of Economic Development and Tourism, G.P.O. Box 646, Hobart 7001, phone (03) 6233 5893, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications must address the selection criteria outlined in the Statement of Duties.

EDUCATION

COMMUNITY KNOWLEDGE NETWORK

State Library of Tasmania

Tasmanian Archive and Heritage Office

Manager Digital Services (963332).

Applications Close:—Friday, 8 August 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Permanent full-time.

Location:—Tasmanian Archive and Heritage Office.

Description of the Role:—Within the Community Knowledge Network framework progress expansion of the Tasmanian Archive and Heritage Office digitisation programme and advise on future planning for the technical and information architecture of the Branch.

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

Desirable Requirements:—Appropriate tertiary qualifications.

Applicants should forward an Application for Employment form, with a statement addressing the selection criteria, relevant personal details and work history. Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant position numbers on the Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

For a copy of the Statement of Duties please contact Cass Walker, phone (03) 6233 8634, email cass.walker@education.tas.gov.au.

Enquiries to Ruth McArdle, Department of Education, phone (03) 6233 9046, email ruth.mcardle@education.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Policy and Services

Strategic Recruitment and Workforce Modelling

Senior HR Consultant Strategic Recruitment (963673).

Applications Close:—Friday, 8 August 2008.

Salary:—\$71,326–\$73,143 per annum.

Administrative and Clerical Employees Award, Level 9.

Fixed-term full-time from as soon as possible for 12 months.

Location:—Hobart.

Description of the Role:—Provide management advice in the development and implementation of strategic staffing policy and initiatives within the Department of Education. Manage specific projects within the area of strategic recruitment and workforce modelling.

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

Desirable Requirements:—Relevant tertiary qualifications in Human Resource Management.

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

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

Enquiries to Meredith Phillips, Department of Education, phone (03) 6233 9515, email meredith.phillips@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

CORPORATE SERVICES

Information and Technology Services

Schools and Client IT Support

Assistant Manager Schools and Client IT Support (963383).

Applications Close:—Friday, 8 August 2008.

Salary:—\$80,382 per annum.

Administrative and Clerical Employees Award, Level 11.

Permanent full-time.

Location:—Hobart.

Description of the Role:—Assist with the co-ordination and direction of the activities of Schools and Client IT Support Sub-section to ensure that efficient and effective client IT support and advisory services are developed and provided to the Department.

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

Desirable Requirements:—Appropriate post secondary qualification and/or industry experience relevant to the position. At least four years experience in the delivery of IT support, advisory and infrastructure services. A current drivers license.

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

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

Enquiries to Scott Ashton, Department of Education, phone (03) 6233 6916, email scott.ashton@education.tas.gov.au.

Applications to HR Staffing and Establishment Services,

Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

ELIZABETH COLLEGE

Laboratory Technician (963713).

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,927–\$45,854 per annum.

Technical Employees Award, Level 2.

Permanent full-time.

Location:—Elizabeth College.

Description of the Role:—Provide technical support to a school or college's science unit and undertake associated administrative duties.

Essential Requirements:—An Associate Diploma in Laboratory Technology from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work.

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

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

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

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

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

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Brooks High School

Administrative Officer (305082).

Applications Close:—Friday, 8 August 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Brooks High School.

Description of the Role:—Assist with the management of the school office including control of accounting for both Government and non-Government funds. Assist in the preparation of correspondence, budgets, returns and financial statements. Requisition supplies and equipment and control inventories and provide general administrative support.

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

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

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

Enquiries to Leonie Johnston, Department of Education, phone (03) 6324 7200, email leonie.johnston@education.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Perth Primary School

Clerk (952040).

Applications Close:—Friday, 8 August 2008.

Salary:—\$34,648–\$37,378 pro rata.

Administrative and Clerical Employees Award, Level 2.

Permanent part-time 10.50 hours per fortnight for up to 42 weeks per year.

Location:—Perth Primary School.

Description of the Role:—Under direction carry out routine clerical and keyboard support duties as required.

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

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

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

Enquiries to Leanne Dunn, Department of Education, phone (03) 6398 2302, email leanne.dunn@education.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Perth Primary School

Teacher Aide (952158)

Applications Close:—Friday, 8 August 2008.

Salary:—\$36,554–\$39,434 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 20 hours per fortnight for up to 42 weeks per year.

Location:—Perth Primary School

Provide assistance to the teacher(s) by assisting with the management and learning of students.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy pre-employment check before taking up the appointment, promotion or transfer.

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

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

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

Enquiries to Leanne Dunn, Department of Education, phone 03 6398 2302, email leanne.dunn@education.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, GPO Box 169, Hobart, Tas, 7001, phone 03 6233 7101, fax 03 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North)

St Marys District High School

Home School Liaison Officer (306079).

Applications Close:—Friday, 8 August 2008.

Salary:—\$44,019–\$47,675 pro rata.

Administrative and Clerical Employees Award, Level 4.

Permanent part-time 20 hours per fortnight for 40 weeks per year.

Location:—St Marys District High School.

Description of the Role:—Facilitate effective communication between the school and the community and contribute to the development of community involvement strategies. Assist with the improvement of retention rates of students to year 12.

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

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

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

Enquiries to Maureen Bushing, Department of Education, phone (03) 6372 3900, email maureen.bushing@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Guidance Officer—2 Vacancies

Applications Close:—Friday, 8 August 2008.

Salary:—\$44,449–\$71,133 per annum.

Teaching Service (TPS) Award, Guidance Officer.

Vacancy No. 301055.

Fixed-term full-time from 1 September 2008 to 28 August 2009.

Location:—Learning Services (North-West).

Vacancy No. 957088.

Fixed-term full-time from 25 August 2008 to 19 December 2008.

Location:—Learning Services (North-West).

Description of the Role:—Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a child and adolescent psychological service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.

Essential Requirements:—Teaching qualifications as established by the Tasmanian Industrial Commission in the Teaching Service (Tasmanian Public Sector) Award, 2005. Registration as a Psychologist within Tasmania or possession of a degree with a fourth year qualification in Psychology which will enable registration following two years of supervised practice as a Guidance Officer.

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

Desirable Requirements:—A current driver's licence. Eligible for membership of the Australian Psychological Society.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications: Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant position numbers on the

Application for Employment form. Receipt of your electronic application will be acknowledged by return email within two working days.

Enquiries to Heather Rutherford, Department of Education, phone 0407 340 287, email heather.rutherford@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Speech and Language Pathologist (963089).

Applications Close:—Friday, 8 August 2008.

Salary:—\$46,148–\$73,844 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 1-2.

Permanent full-time.

Location:—Learning Services (South-East).

Relocation expenses may apply for the successful applicant.

Description of the Role:—Work in schools as a member of a multi-disciplinary Learning Service Support Team to provide a speech and language pathologist service which supports students and families. Contribute to capacity building of school communities to improve access, participation and achievement of students.

Essential Requirements:—A degree in Speech Pathology from an Australian University, Institute of Technology or College of Advanced Education or an equivalent award from a recognised overseas institution. Eligibility for membership of Speech Pathology Australia. The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: conviction check for crimes of violence, sex related offences, serious drug offences.

Desirable Requirements:—A current driver's licence. Eligibility for membership of Speech Pathology Australia.

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

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

Enquiries to Deborah Davey, Department of Education, phone (03) 6247 6835, email deborah.davey@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Clarence High School

Administrative Officer (953539).

Applications Close:—Friday, 8 August 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Clarence High School.

Description of the Role:—Assist with the management of the school office including control of accounting for both Government and non-Government funds. Assist in the preparation of correspondence, budgets, returns and financial statements. Requisition supplies and equipment and control inventories and provide general administrative support.

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

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

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

Enquiries to Trish Smith, Department of Education, phone (03) 6244 2544, email trish.smith@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

EDUCATION

SKILLS TASMANIA

Strategic Directions

Workforce Development

Senior Project Officer, Skills for Growth—2 Vacancies.

Applications Close:—Friday, 8 August 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Vacancy No. 963680.

Fixed-term full-time 1 August 2008 to 30 June 2009.

Location:—Skills Tasmania.

Vacancy No. 962859.

Permanent full-time.

Location:—Skills Tasmania.

Description of the Role:—Plan, co-ordinate and monitor implementation of key aspects of the Government's Skills for Growth initiative.

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

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

Enquiries to Ian Paterson, Department of Education, phone (03) 6233 7151, email ian.paterson@skills.tas.gov.au.

Applications to Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart 7001, phone (03) 6233 7101, fax (03) 6234 9266, email recruitment@education.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

CORPORATE SERVICES

*Finance and Accounting***Senior Finance Analyst (706288).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Permanent full-time.

Location:—Hobart.

Duties:—Providing specialist consultative advice and technical support in respect of contemporary financial management practices and processes. Directly support financial reporting, budget development and monitoring, and financial management policy formulation.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have appropriate Tertiary qualifications and membership or eligibility for membership of a relevant professional body, together with at least 5 years experience in related fields.

Enquiries to Kane Salter, Manager Financial Resources, for further information about the position or for a copy of the Statement of Duties, phone (03) 6233 5697, email kane.salter@depha.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote vacancy number and be addressed to, Sallyanne Fisher, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart 7001, phone (03) 6233 5914, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

Operations and Performance

North West Region

Visitor Reception Officer (705041 and 334937).

Applications Close:—Friday, 8 August 2008.

Salary:—\$29,502–\$37,378 per annum.

Administrative and Clerical Employees Award, Level 1/2.

Fixed-term part-time (0.50 FTE) for 8 months.

Location:—Cradle Mountain/Lake St Clair.

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

Duties:—To collect and account for entry fees from visitors to national parks, check park passes and provide advice and information to visitors regarding recreational activities, safety, minimal impact park use, features and facilities of national parks.

Desirable Requirements:—To successfully undertake the duties, it is desirable that you have a current motor vehicle driver's licence and a current workplace level 2 first aid certificate.

Enquiries to Greg Wall, Visitor Services Officer, for information regarding the vacancy or a copy of the Statement of Duties, phone (03) 6492 1133, email Greg.Wall@parks.tas.gov.au.

Applications to address the selection criteria as outlined in the Statement of Duties, quote vacancy number and be addressed to, Sallyanne Fisher, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart 7001, phone (03) 6233 5914, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

Operations and Performance

Northern Region

Ranger—2 Vacancies

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,927–\$40,547 per annum.

Parks and Wildlife Service Agreement 1996, Level 2.

Vacancy No. 701497.

Fixed-term full-time until 30 June 2009.

Location:—St Helens.

Vacancy No. 706290.

Permanent full-time.

Location:—Scottsdale.

Please clearly specify the vacancy number and location you are applying for, and if you wish be considered for both vacancies, please include both vacancy numbers.

Allowance:—In addition a loading of 31% under the Parks and Wildlife Industrial Agreement is payable to employees who meet the allowance conditions required by the Agreement. Total salary if meeting the conditions would be \$50,994.37 - \$53,116.57.

Duties:—Assist the Senior Ranger or Ranger In Charge in managing, maintaining and protecting of areas under the jurisdiction of the Department, including departmental assets, bio and geo diversity, historic and Aboriginal heritage within the Region.

Essential Requirements:—A current motor vehicle driver's licence Workplace Level 2 First Aid Certificate or the ability to acquire prior to appointment.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you progress towards a Diploma of Environmental and Cultural Resources (Park Management) or equivalent qualification from a recognised tertiary institution.

Enquiries to Murray Luttrell, Ranger In Charge, for more information about the vacancy, phone (03) 6376 1550, email murray.luttrell@parks.tas.gov.au or Rowena Lundie, for a copy of the Statement of Duties, phone (03) 6336 5267, email rowena.lundie@parks.tas.gov.au.

Applications to address the selection criteria outlined in the Statement of Duties, quote vacancy number/s and location/s, and be addressed to, Sallyanne Fisher, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart 7001, phone (03) 6233 5914, fax (03) 6233 5907, email applications@depha.tas.gov.au.

ENVIRONMENT, PARKS, HERITAGE AND THE ARTS

PARKS AND WILDLIFE SERVICE

Operations and Performance

Southern Region

Ranger In Charge Macquarie Island (705665).

Applications Close:—Friday, 8 August 2008.

Salary:—\$45,854–\$47,675 per annum.

Parks and Wildlife Service Agreement 1996, Level 4.

Fixed-term full-time for 14 months.

Location:—Macquarie Island.

Allowances:—Employees specifically employed in Macquarie Island positions are entitled to the following allowances:.

Antarctic Allowance, \$9,916 pa.

Common Duties, \$10,392 pa.

Overtime allowance is 50% of a substantive salary up to a maximum of \$23,837 pa.

The successful applicant would also be required to be in Hobart for a 2 week induction in October 2008 with the Parks and Wildlife Service and the Australian Antarctic Division.

Duties:—Assist the Macquarie Island Executive Officer in the delivery of programmes and services on Macquarie Island, in accordance with the Island's status as a Nature Reserve, Biosphere Reserve and World Heritage Area, and as described in the annual works programme.

Essential Qualifications:—Be certified as fit for Macquarie Island service by the Australian Antarctic Division's Polar Medicine Branch after tests conducted by or on behalf of a Health Services Australia Medical Officer.

Be rated as suitable for Macquarie Island service against core behavioural criteria. It is also essential that you hold a current St John's Workplace Level 2 first aid certificate and be a holder of a current motor vehicle driver's licence.

Desirable Requirements:—To successfully perform the duties of this position it is desirable that you have relevant experience in the management of sub-antarctic reserve areas or similar land management reserves experience, along with a relevant tertiary qualification, a Wilderness First Aid Certificate, and hold a current firearm licence.

Enquiries to Ian Marmion, Executive Officer Macquarie Island, for further information about the vacancy, phone (03) 6233 7876, email Ian.Marmion@parks.tas.gov.au or for a copy of the Statement of Duties contact Bradley Griggs, phone (03) 6233 8532, email Bradley.Griggs@parks.tas.gov.au.

Applications to address selection criteria outlined in the Statement of Duties, quote vacancy number and be addressed to, Sallyanne Fisher, Human Resources, Department of Environment, Parks, Heritage and the Arts, G.P.O. Box 771, Hobart 7001, phone (03) 6233 5914, fax (03) 6233 5907, email applications@depha.tas.gov.au.

HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Mental Health Services

North

Senior Occupational Therapist (504907).

Applications Close:—Friday, 8 August 2008.

Salary:—\$80,262–\$88,771 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 4.

Fixed-term full-time day work commencing 18 August 2008 to 24 August 2009.

Location:—Launceston.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Senior Occupational Therapist assists the Principal Occupational Therapist to ensure the quality of clinical Occupational Therapy services within the Adult Community area through the implementation of the model of professional supervision, and participation in the ongoing development of the region's clinical programmes, takes a lead role in ongoing service development and intersectoral liaison, provides a specialist Occupational Therapy assessment, treatment and assertive case management service to clients of Adult Community Mental Health Services utilizing evidence-based best practice principles within a collaborative and multidisciplinary framework, acts as a consultant to other Agencies with regard to the support and management of clients with mental health needs and promotes community awareness in relation to mental health.

Essential Requirements:—Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia. (Australian Association of Occupational Therapists).

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

Enquiries to Theresa Oldfield, Department of Health and Human Services, phone (03) 6336 2185, email theresa.oldfield@dhhs.tas.gov.au.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart Tasmania 7001.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Oral Health

Customer Service Officers—4 Vacancies.

Applications Close:—Friday, 15 August 2008.

Salary:—\$38,464–\$41,681 pro rata.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 3.

Vacancy No. 511396.

Permanent full-time day work.

Location:—North West Region.

Vacancy No. 500766.

Permanent full-time day work.

Location:—North West Region.

Vacancy No. 518012.

Fixed-term part-time day work, working 38 hours per fortnight, commencing as soon as possible until 30 June 2010.

Location:—North West Region.

Vacancy No. 518013.

Fixed-term part-time day work, working 38 hours per fortnight, commencing as soon as possible until 30 June 2010.

Location:—North West Region.

Please indicate the vacancy number/s for which you wish to apply.

Duties:—Provide an efficient and effective reception service to all clients and centre based staff as well as administrative and clerical support to Oral Health Services Tasmania staff and external service providers. Liaise and assist in the co-ordination of the day to day functions of the Dental Centre and community clinics. Provide a clerical support service in relation to the administrative functions associated with primary patient care.

Desirable Requirements:—Well developed communication and interpersonal skills, with the ability to liaise with all disciplines of professional staff. Ability to be flexible and work effectively as part of a team in a busy, demanding work environment, together with well developed time management skills and the ability to prioritise work. Demonstrated ability to work with difficult and demanding clients, including a high level of adaptability and flexibility.

Enquiries to Claire Fitzmaurice, Department of Health and Human Services, phone (03) 6421 7879, email claire.fitzmaurice@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Oral Health

Dental Attendants—2 Vacancies.

Applications Close:—Friday, 15 August 2008.

Salary:—\$36,936–\$37,478 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 6.

Vacancy No. 513727.

Permanent full-time day work.

Location:—North West Region.

Vacancy No. 517973.

Fixed-term full-time day work, commencing as soon as possible until 30 June 2010.

Location:—North West Region.

Please indicate the vacancy number/s for which you wish to apply.

Duties:—Assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices. Take a lead role in training, assisting and orientating less experienced staff.

Desirable Requirements:—Expertise in, and significant knowledge of, Dental Attendant's clinical procedures, including current infection control practices, with a knowledge of current NHMRC Infection Control guidelines, OHS guidelines and appropriate legislation. Ability to communicate effectively and work efficiently with members of the dental professions, clients and members of the public. Knowledge of Oral Health Service procedures, techniques and policies or the ability to quickly acquire such.

Enquiries to Roseanne Robinson, Department of Health and Human Services, phone (03) 6440 7120, email roseanne.robinson@dhhs.tas.gov.au.

To be considered for an interview applicants must address each of the selection criteria outlined in the Statement of Duties.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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HEALTH AND HUMAN SERVICES

COMMUNITY HEALTH SERVICES

Statewide Specialist Services

Programme and Service Development

Aboriginal Policy and Liaison Officer (517924).

Applications Close:—Friday, 15 August 2008.

Salary:—\$63,340–\$66,962 per annum.

Community and Health Services (Public Sector) Award, Administrative and Clerical Stream, Level 8.

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—The Aboriginal Policy and Liaison Officer will be responsible to the Programme Manager, Alcohol and Drug Service to support and co-ordinate liaison with Tasmanian Aboriginal communities on issues relating to alcohol, tobacco and other drugs use. Co-ordinate, support, monitor and evaluate National and State strategic policy and projects. Project manage, support and facilitate linkages to improve co-ordination of services, information and access to interventions and treatment service opportunities and improve the co-ordination and enhancement of Aboriginal workforce development initiatives and capacity building.

Essential Requirements:—Aboriginality. The State Service Commissioner has determined that this position is an Aboriginal identified position and that it will be filled in accordance with the Guidelines for Aboriginal Recruitment.

Enquiries to Sylvia Engels, Department of Health and Human Services, phone (03) 6230 7027, email sylvia.engels@dhhs.tas.gov.au.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart Tasmania 7001.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Pharmacy Technician (503615).

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,464–\$45,244 pro rata.

Community and Health Services (Public Sector) Award, Technical Stream, Level 2.

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

Location:—Clinical Services, Pharmacy.

Duties:—Assist pharmacists in dispensing prescriptions and to assist them in their clinical work.

Essential Requirements:—An Associate Diploma from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work; or relevant training and/or experience determined in accordance with the provisions of section 37 of the State Service Act 2000 appropriate to the nature of the work.

Enquiries to Patrick Keefe, Department of Health and Human Services, phone (03) 6348 7733, email patrick.keefe@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Clinical Nurse (512257).

Applications Close:—Friday, 8 August 2008.

Salary:—\$60,828–\$65,071 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 2.

Permanent part-time day work, working 48 hours per fortnight, not working weekends but working public holidays. To commence 23 November 2008.

Location:—Renal Unit, Parkside, Burnie.

Duties:—Functions as an advanced clinical practitioner within the designated area and provides management support to the Nurse Unit Manager (NUM) and Nurse Educators including participation in staff education and the management of staff performance.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Jennifer Reynolds, Department of Health and Human Services, phone (03) 64344130, email jennifer.reynolds@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Enrolled Nurse, Diabetes (516029).

Applications Close:—Friday, 8 August 2008.

Salary:—\$44,751–\$46,469 pro rata.

Nurses (TPS) Award, Enrolled Nurse Level 2.

Permanent part-time day worker, working 30 hours per fortnight.

Location:—Medicine, Diabetes.

Duties:—In accordance with agency policy, legal requirements, and codes of practice the enrolled nurse delivers direct patient care to clients of the Diabetes Centre under the supervision of the CNC/Manager or delegated Registered Nurse.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practice as a Medication Endorsed Enrolled Nurse in Tasmania.

Enquiries to Andrea Radford, Department of Health and Human Services, phone (03) 6348 7812, email andrea.radford@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

House Services Assistant (503557).

Applications Close:—Friday, 8 August 2008.

Salary:—\$32,898–\$33,620 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 3.

Permanent full-time day worker.

Location:—Corporate, House Services.

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

Desirable Requirements:—Basic cleaning skills and knowledge of cleaning procedures and machinery. Physical capacity to handle heavy objects, operate machinery and climb and work up ladders. Sound interpersonal and communications skills.

Enquiries to Colleen Horton, Department of Health and Human Services, phone (03) 63487482, email colleen.horton@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Senior Physiotherapist Womens Health (503780).

Applications Close:—Friday, 8 August 2008.

Salary:—\$69,974–\$80,262 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent full-time day worker.

Location:—Clinical Services, Allied Health.

Duties:—To provide leadership in the provision of optimal specialist Physiotherapy care in Women's health Services with LGH. To be responsible for the efficient and effective management of Physiotherapy Services within Women's Health services. To provide services to patients referred with continence problems.

Essential Requirements:—Current registration as a Physiotherapist in Tasmania in accordance with the Physiotherapists Registration Act 1999.

Enquiries to Dennis Holzberger, Department of Health and Human Services, phone (03) 6348 7209, mobile 0407 353 489, email dennis.holzberger@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Tradesperson (Electrician) (503357).

Applications Close:—Friday, 8 August 2008.

Salary:—\$45,244 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 9.

Permanent full-time day work.

Location:—Corporate-Building and Engineering.

Duties:—Be an effective member of the Building and Engineering Team, responsible for the repair, installation, commissioning, and testing of all Electrical trade related plant, equipment, services, and facilities within the Departments responsibility area.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to John Porter, Department of Health and Human Services, phone (03) 63487433, email john.porter@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Launceston General Hospital

Tradesperson (Plumber) (503353).

Applications Close:—Friday, 8 August 2008.

Salary:—\$45,244 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 9.

Permanent full-time day work.

Location:—Corporate-Building and Engineering.

Duties:—Be an effective member of the Building and Engineering Team, responsible for the repair and installation of all Plumbing trade related plant, equipment, services, and facilities within the Departments responsibility area.

Essential Requirements:—Relevant Trades Qualification.

Enquiries to John Porter, Department of Health and Human Services, phone (03) 63487433, email john.porter@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Primary Health Services***ACAT Assessor (Allied Health) (504623).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$69,974–\$80,262 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent full-time daywork.

Location:—Aged Care Assessment Team, Launceston.

Duties:—Within a primary health care framework: Assess the needs of the elderly and younger people with disabilities and carers within the region. Facilitate access to appropriate community and residential services, through a multi-disciplinary team approach.

Essential Requirements:—Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers or Masters Degree in Clinical Psychology and registrable to practice as a Psychologist in the State of Tasmania; or A four year degree in Psychology with two years supervised clinical experience and registrable to practice as a Psychologist in the State of Tasmania or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy) or Current registration as a Physiotherapist in Tasmania in accordance with the Physiotherapist Registration Act 1999. Current Drivers Licence.

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

Enquiries to Susi Reid, Department of Health and Human Services, phone (03) 6336 4144, email susi.reid@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Primary Health Services***Diversional Therapist (513142).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,464 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 7.

Fixed-term casual daywork, hours as and when required, commencing as soon as possible for a period of 2 years.

Location:—Day Centre, Deloraine.

Duties:—Co-ordinate the Day Centre, including being responsible for planning, implementing, and evaluating quality individual and group client programmes at the centre and in the community generally.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment,

promotion or transfer. The following checks are to be conducted: conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; crimes involving dishonesty; identification check and disciplinary action in previous employment check.

Enquiries to Lester Jones, Department of Health and Human Services, phone (03) 6362 5000, email lester.jones@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Primary Health Services***Enrolled Nurse (513203).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$40,040–\$43,433 pro rata.

Nurses (TPS) Award, Enrolled Nurse.

Fixed-term casual shiftwork, hours as and when required, as soon as possible for a period of 2 years.

Location:—Flinders Island Multi Purpose Centre.

Duties:—In accordance with Agency policies and legal requirements the Enrolled Nurse provides direct and indirect nursing care to the resident/client/patient under the direction and supervision of a Registered Nurse.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practice as an Enrolled Nurse in Tasmania.

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

Enquiries to Sue Bucher, Department of Health and Human Services, phone (03) 6359 2122, email sue.bucher@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Primary Health Services***Hospital Aide (504333).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$34,812–\$35,533 pro rata.

Community and Health Services (Public Sector) Award, Operational Stream, Level 5.

Fixed-term casual shiftwork, hours as and when required, commencing as soon as possible for a period of 2 years.

Location:—Deloraine District Hospital.

Duties:—Provide a high standard of support services to patients and staff in the day to day operation of Deloraine District Hospital.

Desirable Requirements:—Understand the role of Hospital Aide within the delivery of services to patients. Demonstrated knowledge and experience in the provision of cleaning services in a health related environment. Experience in, or a capacity to acquire knowledge of food preparation in a Multi Purpose Centre environment.

Enquiries to Lester Jones, Department of Health and Human Services, phone (03) 6362 5000, email lester.jones@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Non Tradesperson Cook (506225).

Applications Close:—Friday, 8 August 2008.

Salary:—\$34,812–\$35,533 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 5.

Permanent part-time shiftwork, working 40.5 hours per fortnight.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Prepare and supervise evening meals to hospital patients and staff, James Scott Wing Nursing Home and Aminya Hostel. As part of the Hospital's continuous quality and consumer safety programme, support senior catering staff and the Admin co-ordinator in ensuring that work practices comply with Foodsafe and infection control requirements, including monitoring work practices and the use and storage of food, perishable goods and other consumables. Attend staff meetings and participate in the Hospital's quality improvement and consumer safety programme.

Desirable Requirements:—Knowledge and experience in the preparation and presentation of balanced meals for a large organisation. Experience in, or the ability to develop skills in the preparation of meals for people with specialised dietary needs. Well developed organisational, communication and interpersonal skills, with the ability to provide assistance and training to a small team of support staff. Knowledge and understanding of stock control, including ordering and the appropriate storage of consumables.

Enquiries to Chris Wootton, Department of Health and Human Services, phone (03) 6352 5523, email chris.wootton@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Registered Nurse (505972).

Applications Close:—Friday, 8 August 2008.

Salary:—\$43,859–\$59,950 pro rata.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent part-time shiftwork, 40 hours per fortnight.

Location:—Beaconsfield District Health Service.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

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

Enquiries to Helen McLean, Department of Health and Human Services, phone (03) 6383 1104, email helen.mclean@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

Primary Health Services

Registered Nurse (507413).

Applications Close:—Friday, 8 August 2008.

Salary:—\$43,859–\$59,950 per annum.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent part-time shiftwork, working 48 hours per fortnight.

Location:—St Marys Community Health Service.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

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

Enquiries to Karen O'Shea, Department of Health and Human Services, phone (03) 6372 2111, email smchc.manager@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Primary Health Services***Registered Nurse (512414).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$43,859–\$59,950 per annum.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent full-time shiftwork.

Location:—St Marys Community Health Service.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

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

Enquiries to Karen O'Shea, Department of Health and Human Services, phone (03) 6372 2111, email smhc.manager@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Primary Health Services***Respite Co-ordinator (512583).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$38,464 per annum.

Community and Health Services (Public Sector) Award, Operational Stream, Level 7.

Permanent part-time daywork, working 32 hours per fortnight.

Location:—Campbell Town Multi Purpose Service.

Duties:—In consultation with the Community Services Manager, co-ordinate a flexible and creative range of 'in home' respite options for people with dementia and/or cognitive behaviour disorders that present challenging behaviours restrict their access to generally available services.

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

Enquiries to Jan Harvey, Department of Health and Human Services, phone (03) 6381 3331, email jan.harvey@dhhs.tas.gov.au.

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

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

HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Royal Hobart Hospital***Audiologist (518015).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$69,974–\$80,262 per annum.

Tasmanian Public Sector Allied Health Professionals Industrial Agreement 2005, Allied Health Professional, Level 3.

Permanent part-time day work (36 hours per fortnight).

Location:—North West Region.

Duties:—As part of a statewide programme, undertake audiological assessments and provide advice to clients and their families on the suitability of available treatments and technology for improving hearing, speech, language and communication abilities. This will include liaising with health and educational professionals involved in a patients care. Provide cochlear implant assessment and rehabilitation to children and adults. Training and support will be provided to the suitable applicant. Assist the Senior Audiologist in promoting community and professional awareness about hearing impairment, technology and communication strategies. This includes undertaking an advisory role to professional staff in relation to interpreting Audiology results and recommendations and providing information on a range of issues relating to hearing loss. Contribute to the development and implementation of a quality improvement programme, including determining performance objectives, service delivery protocols and the evaluation of services provided to individual patients.

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

Enquiries to Lee Kethel, Department of Health and Human Services, phone (03) 6222 7122, email lee.kethel@dhhs.tas.gov.au.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart Tasmania 7001.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Royal Hobart Hospital***Registered Nurse (508687).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$43,859–\$59,950 per annum.

Nurses (TPS) Award, Registered Nurse, Level 1.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Enquiries to Caroline Ball, Department of Health and Human Services, phone (03) 6222 8666, email caroline.ball@dhhs.tas.gov.au.

You are encouraged to apply online at www.jobs.tas.gov.au or forward your hard copy application quoting the vacancy number to: Organisational Design and Recruitment, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart Tasmania 7001.

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HEALTH AND HUMAN SERVICES

HEALTH SERVICES

*Tasmanian Ambulance Service****Student Ambulance Officer (Graduate) (Various).***

Applications Close:—Friday, 8 August 2008.

Salary:—\$35,875–\$42,474 per annum.

Tasmanian Ambulance Service Award, Student Ambulance Officer.

Fixed-term full-time shiftwork, commencing 9 January 2009 for a period of 2 years.

Location:—Various vacancies in all three Regions.

Duties:—Under the direct supervision of a suitably qualified Ambulance Officer provide prehospital care, in a competent and expeditious manner, transport patients by ambulance or other appropriate means. Undertake education and training programmes as required.

Essential Requirements:—Physical fitness, medical suitability and psychological characteristics appropriate to the duties of an Ambulance Officer. Current Driver's Licence.

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

Enquiries to Wolfie Rechberger, Department of Health and Human Services, phone (03) 6336 5770, email wolfgang.rechberger@dhhs.tas.gov.au.

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

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INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

*Traffic and Infrastructure****Senior Project Officer Tasmanian Road Safety Strategy (372177).***

Applications Close:—Friday, 8 August 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Permanent part-time 58.80 hours per fortnight.

Location:—Hobart.

Duties:—Manage the delivery of key best practice infrastructure initiatives of the Tasmanian Road Safety Strategy by providing specialist advice on best practice infrastructure and traffic safety issues.

Desirable Requirements:—A tertiary qualification in marketing or a relevant discipline.

Enquiries to Peter Hubble, Manager Traffic Projects, Department of Infrastructure, Energy and Resources, phone (03) 6233 5255, email peter.hubble@dier.tas.gov.au.

Applications to Manager, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936, Hobart 7001, phone (03) 6233 5004, fax (03) 6233 5337, email hr@dier.tas.gov.au.

JUSTICE

CONSUMER AFFAIRS AND FAIR TRADING

*Directorate****Senior Policy Officer (355974).***

Applications Close:—Friday, 15 August 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Level 8.

Fixed-term full-time 73.5 hours per fortnight, commencing as soon as possible for a period of 12 months.

Location:—Hobart.

Duties:—The position is primarily responsible for developing and implementing a legislative framework for the prevention and resolution of consumer building disputes within Tasmania.

Desirable Requirements:—Substantial experience and knowledge of policy and legislative development and project management including the marketing of relevant options.

Enquiries to Chris Batt, Director, Consumer Affairs and Fair Trading, Department of Justice, phone (03) 6233 4555, email chris.batt@justice.tas.gov.au.

Applications to Daphne Webb, Administrative Support Officer, Recruitment and Establishment, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 4555, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Chris Batt on (03) 6233 4555.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format 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 and time. Late applications will not be accepted.

JUSTICE

TASMANIA PRISON SERVICE

*Organisation Development****Trainer and Assessor (350507).***

Applications Close:—Friday, 8 August 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Fixed-term full-time to 31 July 2009.

Location:—Risdon Prison.

Duties:—Plan, schedule, evaluate and participate in the delivery of ongoing training for Tasmania Prison Service staff, in accordance with their identified training needs and the needs of the organisation. Assist in the assessments of all vocational training including participation in assessments and mapping exercises for nationally recognised training packages.

Essential Requirements:—

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Arson and fire setting; violent crimes and crimes against the person; sex-related offences; drug and alcohol related offences; crimes involving dishonesty; crimes involving deception; making false declarations; malicious damage and destruction to property; serious traffic offences; crimes against public order or relating to the Administration of Law and Justice; crimes against Executive or Legislative Power; crimes involving conspiracy. Disciplinary action in previous employment check. Identification check.

Desirable Requirements:—Knowledge and/or experience in identifying and prioritising training needs and the ability to design appropriate training sessions (both accredited and non-accredited) to address these needs, or the ability to acquire such knowledge in a reasonable timeframe. Knowledge of the Australian Quality Training Framework (AQTF), Vocational Training System, Training Packages and assessment processes.

Enquiries to Sonia Cook, Team Leader, Organisational Development Unit, Tasmania Prison Service, Department of Justice, phone (03) 6216 8158, email sonia.cook@justice.tas.gov.au.

Applications to Daphne Webb, Administrative Support Officer, Recruitment and Establishment, Department of Justice, G.P.O. Box 825, Hobart TAS 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Sonia Cook on (03) 6216 8158.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application is one attachment in either Microsoft Word format 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 and time. Late applications will not be accepted.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Asset Management Services

Garage and Fleet Services

Mechanic (001130).

Applications Close:—Monday, 11 August 2008.

Salary:—\$42,233 per annum.

Operational Employees Award, Level 7.

Permanent full-time.

Location:—Launceston.

Duties:—Undertake repairs, maintenance, servicing and inspection of the police vehicle fleet including trucks and buses.

Essential Requirements:—Formal Trade Qualifications.

Enquiries to Mr Stephen Woolley, Fleet Manager, Fleet Management Services, Asset Management Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2235, email Stephen.Woolley@police.tas.gov.au.

Applications to Co-ordinator, Employment Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2266, fax (03) 6230 2119.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Communications and Information Technology Services

Computer Systems Officer (002608 and 002943—2 vacancies).

Applications Close:—Monday, 11 August 2008.

Salary:—\$55,020–\$60,476 per annum.

Administrative and Clerical Employees Award, Computer Systems Officer Level 2 (A and C Level 6-7).

Permanent full-time.

Location:—Hobart.

Duties:—Provide installation, maintenance, administration and support to the Department's infrastructure in relation to operating systems, corporate databases or networks. Provide second level support for the PC operating environment, desktop and corporate applications. Provide specialist information systems management services to departmental clients, to support core information and technology assets of the department.

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

Qualifications and Experience:—Qualifications are not prescribed, however appropriate tertiary qualifications in a relevant discipline would be advantageous. Direct practical experience in one or more of the following areas: Microsoft Windows 2000 Server operating systems, Solaris operating systems, Cisco networks or Microsoft SQL Server.

Enquiries to Mr Greg Samms, Manager, Infrastructure Support Services, Information Technology Branch, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2272, email Greg.Samms@police.tas.gov.au.

Applications to Co-ordinator, Employment Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2266, fax (03) 6230 2119.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Office of the Director

Administrative Assistant (002975).

Applications Close:—Monday, 11 August 2008.

Salary:—\$44,019–\$47,675 per annum.

Administrative and Clerical Employees Award, Level 4.

Permanent full-time.

Location:—Hobart.

Duties:—Provide administrative, keyboard and clerical support to the Director, Corporate Services and the Principal Legal Officer.

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

Qualifications and Experience:—Ability and experience necessary to provide efficient administrative/keyboard support and to communicate effectively at all levels.

Enquiries to Ms Kirsten Bromfield, A/Executive Officer, Office of the Director, Corporate Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2308, email Kirsten.Bromfield@police.tas.gov.au.

Applications to Co-ordinator, Employment Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart 7001, phone (03) 6230 2266, fax (03) 6230 2119.

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

*Corporate Services***Clerk Finance (521479).**

Applications Close:—Monday, 11 August 2008.

Salary:—\$41,263–\$44,767 per annum.

Tasmania Fire Service Finance and Administration Agreement 1996, Administration and Clerical, Level 3.

Permanent full-time.

Location:—South.

Duties:—To provide financial services, principally in relation to accounts payable and receivable to ensure the accuracy and integrity of debtors and creditors data and correct and timely payments in accordance with Tasmania Fire Service policy.

Desirable Requirements:—Financial experience in a commercial environment. Progress towards a relevant TAFE or equivalent qualification.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Each applicant is requested to provide three copies of their application. Statement of Duties including selection criteria and Application for Employment form is available from Bruce Ludeke on (03) 6230 8650 or from www.jobs.tas.gov.au.

Enquires to Bruce Ludeke on 6230 8650. Applications to Tasmania Fire Service, GPO. Box 1526, Hobart 7001 or fax (03) 6234 6647 or email fire@fire.tas.gov.au.

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

*North West Region***Office Supervisor/Team Leader (521014).**

Applications Close:—Monday, 11 August 2008.

Salary:—\$52,494–\$54,438 per annum.

Tasmania Fire Service Finance and Administration Agreement 1996, Administration and Clerical, Level 5.

Permanent full-time.

Location:—North West Region.

Duties:—Provide leadership and direction for clerical and reception services to North West Region (NWR), Burnie and Devonport Fire Brigades (BFB and DFB), along with providing information and advice, and support to both internal and external customers on a broad range of Tasmania Fire Service (TFS) services.

Desirable Requirements:—Certificate IV in Business or equivalent qualification or progress towards attaining this qualification.

Knowledge of Microsoft Office applications a distinct advantage.

A current Driver's Licence.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Each applicant is requested to provide three copies of their application. Statement of Duties including selection criteria and Application for Employment form is available from John Streets on (03) 6434 6720 or from www.jobs.tas.gov.au.

Enquires to John Streets on 6434 6720. Applications to Tasmania Fire Service, GPO. Box 1526, Hobart 7001 or fax (03) 6234 6647 or email fire@fire.tas.gov.au.

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

*Information Systems Branch***Senior Systems and Network Administrator (001478).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$64,096–\$67,714 per annum.

Administrative and Clerical Employees Award, Computer Systems Officer Level 3 (A and C Level 8).

Permanent full-time.

Location:—Hobart.

Duties:—As a member of the Technical Services team, undertake a senior technical role in the delivery and ongoing management of new and upgraded system services, and deliver network support services to Agency clients. The role has a supervisory and co-ordination role and on occasions may be required to act in the Technical Service Manager's role.

Desirable Requirements:—Professional information technology knowledge gained through satisfactory completion of an appropriate course of study at a tertiary institution or equivalent experience is an advantage.

Enquiries to Carey Nairn, Technical Services Manager, Department of Premier and Cabinet, phone (03) 6233 3077, email Carey.Nairn@dpac.tas.gov.au.

Applications to Melanie Nugent, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123 Hobart Tasmania 7001, phone (03) 6233 3738, fax (03) 6233 2769, email job.application@dpac.tas.gov.au.

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

*Information Systems Branch***Systems and Network Administrator (001477).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$55,020–\$60,476 per annum.

Administrative and Clerical Employees Award, Computer Systems Officer Level 2 (A and C Level 6-7).

Permanent full-time.

Location:—Hobart.

Duties:—As a member of the Technical Services team, undertake an advanced technical role in the delivery and ongoing management of new and upgraded system services, and deliver network support services to Agency clients.

Desirable Requirements:—Professional information technology knowledge gained through satisfactory completion of an appropriate course of study at a tertiary institution or equivalent experience is an advantage.

Enquiries to Carey Nairn, Technical Services Manager, Department of Premier and Cabinet, phone (03) 6233 3077, email Carey.Nairn@dpac.tas.gov.au.

Applications to Melanie Nugent, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123 Hobart Tasmania 7001, phone (03) 6233 3738, fax (03) 6233 2769, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

Fixed-term Employment Registers (DPIW)

Applications Close:—Friday, 8 August 2008.

Salary:—See Below.

Register.

Location:—Statewide.

Employment agencies, Jet Recruitment and Searson Buck, are contracted to manage Fixed-term employment registers for vacancies arising in the Department of Primary Industries and Water. Both employment agencies provide a statewide service to clients.

Applications are invited from persons interested in being considered for full-time, part-time or casual employment for periods of up to 12 months. Vacancies arise from time to time in a variety of locations throughout Tasmania in the categories of employment listed below. These are not actual vacancies but a guide to vacancies that may potentially become available.

Categories of Employment:—A range of vacancies requiring tertiary qualifications in Scientific disciplines, including, but not limited to:—Agricultural Science, Applied Science, Aquaculture, Biology, Botany, Engineering, Entomology, Marine Ecology, Marine Science, Medical Laboratory Science, Microbiology, Natural Resource Management, Plant Pathology, Plant Science, Soil Science, Veterinary Science and Zoology.

Duties vary according to the particular vacancy but will require a specific field of knowledge and skills including the ability to undertake research and project work.

Salary Range:—\$40,547.00 to \$59,573.00 per annum; Professional Employees Award, Level 1.

Laboratory Technical Officer:—duties include providing support and assistance to senior technical and professional staff in Government laboratories located in New Town in the Southern Region or Mount Pleasant in the Northern Region.

Salary Range:—\$34,003.00 to \$37,378.00 per annum; Technical Employees Award, Level 1 or \$38,927.00 to \$45,854.00 per annum; Technical Employees Award, Level 2.

Technical Officer (Inland Fisheries Service):—duties include providing support to research and management of freshwater fisheries, including conservation of native fauna of the State.

Salary Range:—\$34,003.00 to \$37,378.00 per annum; Technical Employees Award, Level 1 or \$38,927.00 to \$45,854.00 per annum; Technical Employees Award, Level 2.

Administrative Assistant/Clerical Officer:—duties vary and may include keyboard, reception, data entry and clerical support.

Salary Range:—\$29,502.00 to \$37,378.00 per annum; Administrative and Clerical Employees Award, Level 1/2.

Client Service Officer (Service Tasmania):—duties include providing an efficient and courteous service to clients of Service Tasmania on a broad range of Government business transactions and information services delivered via Service Tasmania shopfronts located throughout the State and electronic service delivery channels. These service delivery activities include the collection and receipt of monies.

Salary Range:—\$40,547.00 to \$44,938.00 per annum; Administrative and Clerical Employees Award, Client Service Officer, Level 3-3/4-2.

Computer Systems Officer:—duties vary but high-level computer skills are required.

Salary Range:—\$38,927.00 to \$51,357.00 per annum; Administrative and Clerical Employees Award, Computer Systems Officer, Level 1.

Field Assistant (General):—duties include providing assistance with field surveys and assisting with clerical duties

and/or data entry in the office. Some work could be in rough and isolated environments in inclement weather conditions.

Salary:—\$34,648.00 per annum; Operational Employees Award, Level 3.

Field Assistant (Inland Fisheries Service):—duties include providing support to research and management of freshwater fisheries, including conservation of native fauna.

Salary:—\$34,648.00 per annum; Operational Employees Award, Level 3.

Further Information:—If you wish to be considered for any potential vacancies for any of the listed categories of employment you should contact both Jet Recruitment and Searson Buck to register your interest. The employment agencies will provide advice on the management of the registers, the information they require and the process for registration.

The registers will remain open to applicants at all times until 30 June 2009 and will be reviewed on a regular basis. All applicants who have previously registered need not re-register.

Applications and Enquiries to:—Jet Recruitment, Level 8, 65 Murray Street, Hobart 7000. Please contact Kelly Gordon or Allan Grundy on (03) 6234 7966, reception@jetrecruitment.com.au, quoting 'Fixed Term Register' in the subject line. www.jetrecruitment.com.au.

Jet Recruitment, Level 1, 87 Brisbane Street, Launceston 7250. Please contact Danica Foy on (03) 6331 6322, info@jetrecruitment.com.au, quoting 'Fixed Term Register' in the subject line. www.jetrecruitment.com.au.

Searson Buck, 183 Macquarie Street, Hobart TAS 7000. To apply online go to www.searsonbuck.com.au (and register under the candidates tab). Alternatively, for enquiries please contact Anna Wilson, phone (03) 6223 3055, fax (03) 6223 3099.

Searson Buck, 30 Brisbane Street, Launceston, TAS 7250. To apply online go to www.searsonbuck.com.au (and register under the candidates tab.) Alternatively, for enquiries please contact Cameron Clarke, phone (03) 6333 3888, fax (03) 6333 3899.

Searson Buck, 1/10 Wilson Street, Burnie, TAS 7320. To apply online go to www.searsonbuck.com.au (and register under the candidates tab). Alternatively, for enquiries please contact Rowena Shadbolt, phone (03) 6431 5155, fax (03) 6431 5166.

PRIMARY INDUSTRIES AND WATER

INFORMATION AND LAND SERVICES

*Service Tasmania Operations***Client Service Officer (701642).**

Applications Close:—Friday, 8 August 2008.

Salary:—\$40,547–\$44,938 per annum.

Administrative and Clerical Employees Award, Customer Service Officer (Level 3-3 to 4-2).

Permanent part-time (36.34 hours per fortnight).

Location:—Queenstown/North West Region.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience. Pro rata salary is based on the above full-time rates.

Duties:—To provide accurate and efficient client focused services for a broad range of Government business transactions and information services on behalf of the three tiers of Government. These service delivery activities will include the accurate collection, receipt and reconciliation of monies and the provision of information.

Essential Requirements:—The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: crimes involving dishonesty.

Desirable Requirements:—12 months experience in a customer service environment, or clerical and administrative environment involving cash handling and reconciliation of monies and the use of current technology.

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

Enquiries to Kevin McCrossen, phone (03) 6429 8412, email kevin.mccrossen@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart 7001, phone (03) 6233 3004, fax (03) 6233 2660, email jonathan.horne@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

RESOURCE MANAGEMENT AND CONSERVATION

Wildlife Management

Project Officer (1080 Alternatives) (702429).

Applications Close:—Friday, 15 August 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Fixed-term full-time from asap until 5 February 2010.

Location:—Cressy Research Station.

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

Duties:—To demonstrate and communicate to private landowners and managers effective alternatives for the management of mammal browsing damage including trapping, fencing and other deterrents. Assisting with research and demonstration work funded by the Alternatives to 1080 Project and the development of communication products.

Desirable Requirements:—A current motor vehicle driver's licence. A current Tasmanian firearms licence, or the ability to obtain a licence. A current Workplace Level 2 First Aid certificate, or the ability to obtain a certificate. Experience with using ATV's, or the ability to obtain a ATV Proficiency Certificate.

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

Enquiries to Greg Hocking, phone (03) 6233 6751, email greg.hocking@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart 7001, phone (03) 6233 3004, fax (03) 6233 2660, email jonathan.horne@dpiw.tas.gov.au.

PRIMARY INDUSTRIES AND WATER

WATER RESOURCES

Water Assessment

Natural Values Assessment Officer (702571).

Applications Close:—Friday, 8 August 2008.

Salary:—\$56,854–\$60,476 per annum.

Administrative and Clerical Employees Award, Level 7.

Permanent full-time.

Location:—New Town.

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

Duties:—Work in close consultation with staff from the DPIW Resource Management and Conservation Division in assessing the impact of dam works development proposals on natural values and related impact mitigation strategies. Co-ordinate and provide advice to the Assessment Committee for Dam Construction on natural resource management and nature conservation issues.

Desirable Requirements:—A degree in science, natural resource management or other relevant degree. Ability to use geographic information systems preferably in a MapInfo environment. A current motor vehicle drivers licence.

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

Enquiries to Cate Graham, phone (03) 6233 6328, email cate.graham@dpiw.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries and Water, G.P.O. Box 44, Hobart 7001, phone (03) 6233 3004, fax (03) 6233 2660, email jonathan.horne@dpiw.tas.gov.au.

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Revenue Branch

Manager Revenue Operations (723434).

Applications Close:—Friday, 15 August 2008.

Salary:—\$76,763 per annum.

Administrative and Clerical Employees Award, Level 10.

Permanent full-time.

Location:—Hobart.

Duties:—The Manager Revenue Operations will manage the Revenue Operations Section and associated resources to provide efficient and effective data processing, taxpayer registration, lodgement and advice services to ensure the optimum assessment and collection of state taxation, and the efficient disbursements of grants and rebates.

In the context of the selection criteria, to be successful in the position applicants will have demonstrated ability to successfully manage a busy work area, achieve high standards of quality and accountability and improved business efficiencies; demonstrated leadership qualities, a strong people focus and the ability to design and successfully implement necessary change; demonstrated experience in ensuring data integrity, accurate, timely and high quality reporting and developing operational capability to support current and emerging needs; demonstrated ability to identify critical issues and design and negotiate effective solutions; and demonstrated ability to operate as part of a team and a strong commitment to the Treasury values.

Desirable Requirements:—Relevant tertiary, or industry recognised, qualifications and affiliations are highly desirable.

Enquiries to Chrissie Berryman, Director, Revenue Branch, Department of Treasury and Finance, phone (03) 6233 6647, email chrissie.berryman@treasury.tas.gov.au.

Applications to Recruitment Officer, Human Resources Branch, Department of Treasury and Finance, G.P.O. Box 147, Hobart 7001, phone (03) 6233 3483, fax (03) 6233 3851, email recruitment@treasury.tas.gov.au.

Applications MUST address the selection criteria outlined in the Statement of Duties. Statement of Duties and Job Kits are available on the internet at www.jobs.tas.gov.au or alternatively by phoning Melissa Webster on (03) 6233 3483.

THE PUBLIC TRUSTEE

TRUSTEE SERVICES

Client Account Manager (791207).

Applications Close:—Friday, 8 August 2008.

Salary:—\$49,523–\$51,357 per annum.

Administrative and Clerical Employees Award, Level 5.

Fixed-term full-time 6 months.

Location:—Hobart.

Duties:—The Client Account Manager is required to manage a high level estate and trust administration caseload, ensuring that trusts and estates are managed effectively in accordance with relevant legislation, procedural guidelines and client instructions.

Desirable Requirements:—Extensive knowledge and/or experience in the trustee industry or an associated industry; demonstrated ability and experience in researching, evaluating

and formulating judgements; excellent problem solving skills and a proven ability to work both individually and as part of a team; well developed communication skills, self management and time management skills.

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

Enquiries to Jamie Lawrence, Southern Branch Manager, The Public Trustee, G.P.O. Box 1565, Hobart Tas 7001, phone 6233 7607, email jlawrence@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, The Public Trustee, 116 Murray Street, Hobart Tas 7000, phone 6233 7706, email kjohns@publictrustee.tas.gov.au.

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

Staff Movements

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development & Tourism	Glen Dean	Senior Accountant	24.07.08
Education	Anthony Nichols	Assistant Principal	24.07.08
Education	Margaret Robinson	School Executive Officer	10.07.08
Education	Keith Thompson	Manager - Strategic Directions	10.07.08
Education	David Bower	Co-ordinator - Facility Management	10.07.08
Education	Sandra Richards	Purchasing Officer	10.07.08
Education	Katharine Bucher	Purchasing Officer	10.07.08
Education	Jean Lynch	Purchasing Officer	10.07.08
Education	Kathryn Pyke	Senior HR Consultant - Injury Management	10.07.08
Education	Helen Page	Learning Services Administrative Manager	24.07.08
Education	Gerald Kutzner	Senior HR Consultant - Health and Safety	28.07.08
Health & Human Services	A.Radford	Team Leader, Maintenance Services	21.07.08
Health & Human Services	J.Cleary	Team Leader Service Improvement	21.07.08
Health & Human Services	L.Shadwick	Clinical Services Support Officer	23.07.08
Health & Human Services	J. Galloway	Deputy Chief Pharmacist	12.07.08
Health & Human Services	R. Monty	Program Manager	18.07.08
Justice	D Rabe	Manager Victims Support Services	21.07.08
Primary Industries & Water	S. Caporn	Fisheries Communications Officer	24.07.08
Treasury & Finance	L. Pirrone	Senior Research Officer	21.07.08

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	C.Jensen	Health & Human Services	Housing Access Officer	21.07.08

Resignation of Officers

<i>Agency</i>	<i>Occupant's Name</i>	<i>Title</i>	<i>Position No.</i>	<i>Date Effective</i>
Health & Human Services	Hayley Parker	Administrative Assistant	514982	18.07.08
Infrastructure, Energy & Resources	Scott Dobie	General Manager Rail	371903	25.07.08

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Economic Development & Tourism	Manager Organisational Development	Emma Reid	6 months	18.08.08
Economic Development & Tourism	Senior Operations Assistant	Anthony Sulzberger	6 months	24.07.08
Education	School Attendant	Alexander Davidson	6 months	14.07.08
Education	Teacher	Brownwyn Bronson	6 months	10.07.08
Education	Teacher of the Deaf	Julie Reicha	6 months	10.07.08
Education	Teacher	Rachel Gargalakos	6 months	10.07.08
Education	Teacher	Nicole Dobson	6 months	10.07.08
Education	Teacher	Mark Alcock	6 months	10.07.08
Education	Teacher	Daisy Manion	6 months	10.07.08
Education	Advanced Skills Teacher	Duncan Groves	6 months	14.07.08
Education	School Attendant	Rodney Chard	6 months	10.07.08
Education	Network Controller	Samuel Leung	6 months	10.07.08
Education	Online Access Centre Co-ordinator	Janet Ellis	6 months	10.07.08
Education	Online Communications Officer	Barney Fried	6 months	11.08.08
Education	Communications Officer - Online Services	Richard Perry	6 months	10.07.08
Education	Senior IT Officer	Myles Bingham	6 months	30.06.08
Education	Network Support Officer	Scott Shaw	6 months	03.07.08
Education	Network Support Officer	Emil Verze	6 months	03.07.08
Health & Human Services	Senior Systems Architect	R. Gregg	6 months	11.08.08
Health & Human Services	Program Support Officer Community Nutrition Unit	B. Puleston-Jones	6 months	28.07.08
Health & Human Services	Housing Access Officer	K. Page	6 months	21.07.08
Health & Human Services	Registered Nurse	P. Hopkins	6 months	28.07.08
Health & Human Services	Administrative Assistant	M. Ngawhare	6 months	24.07.08
Health & Human Services	Administrative Assistant	J. Hogarth	6 months	28.07.08
Health & Human Services	Pharmacy Receptionist	K. Doran	6 months	29.07.08
Infrastructure, Energy & Resources	Manager Stakeholder Engagement	Graeme Nibbs	6 months	21.07.08
Infrastructure, Energy & Resources	Regional Manager Transport Compliance	Patrick Quarrell	6 months	21.07.08
Justice	Probation Officer	L. Hoyle	6 months	04.08.08
Primary Industries & Water	Community Engagement Section Leader	M. Marrison	6 months	21.07.08
Primary Industries & Water	Technical Officer (Pathology)	M. Cornish	6 months	25.07.08
Primary Industries & Water	Administrative Assistant	K. Crombie	6 months	04.08.08
Primary Industries & Water	Project Support Officer (Data/GIS)	D. Rayner	6 months	28.07.08
Treasury & Finance	Administrative Officer	S. Cook	6 months	31.07.08

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development & Tourism	Project Officer	Carolyn Ringrose	04.07.08
Education	IT Consultant	Scott Whitbread	16.07.08
Education	Library Technician	Margaret Eyles	23.07.08
Education	Support Teacher	Hussein Hussein	30.06.08
Education	Librarian	Brett Martin	18.07.08
Health & Human Services	Registered Nurse Level 2	Dianne Wojick	20.07.08
Health & Human Services	Residential Support Worker	Russell Drew	25.07.08
Justice	Accounts Officer	M. Stone	18.07.08
Justice	Probation Officer	M. Gardner	25.07.08

Retirement of Permanent Employees

Agency	Duties Assigned	Employee	Date of Effect
Education	School Attendant	Pamela Arnott	18.07.08
Education	School Attendant	Lawrence Maguire	15.07.08
Education	Library Technician	Peta Chick	11.07.08
Education	Co-ordinator Water Safety	Mark Barline	14.07.08
Education	Executive Assistant	Lyn Blaikie	04.07.08
Education	Principal	Phillip Page	23.07.08
Education	School Attendant	Robyn Searle	16.05.08
Infrastructure, Energy & Resources	School Crossing Patrol Officer	Dolan P	11.07.08
Police & Emergency Management	District Officer	W. Burke	21.07.08
Police & Emergency Management	Mechanic - Launceston	B. Greenhatch	12.08.08
Primary Industries & Water	Section Manager (Project Mapping)	L.Holmes	25.07.08

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