



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
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INCLUDING G.S.T.

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

## Vacancies—General Information

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

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

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

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

Tasmanian Government Gazettes are available for perusal 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](http://www.jobs.tas.gov.au) site or the enquiries person specified in the vacancy concerned. In addition there is information available on the selection process, interviews, post-selection counselling and conditions of employment from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) site or the enquiries person. Application forms are available from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) site and from the Agency that has advertised the vacancy.

### *Submission of Applications*

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

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

### *Fixed-Term Appointment*

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

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

### *Fixed-Term Employment Registers*

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



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For further information or to apply, contact your nearest Home Finance Manager:

Hobart:	Ryan Manning	Mob: 0418 915 589
	Suzie Bennetto	Mob: 0418 122 400
Launceston:	Matt Eiszele	Mob: 0417 067 430
	Tony Manson	Mob: 0418 302 658
Burnie/Devonport:	Scott Malone	Mob: 0418 148 641
	Carina Cooper	Mob: 0417 564 263

\* Conditions apply

**TASMANIAN GOVERNMENT GAZETTE  
AND  
TASMANIAN STATE SERVICES NOTICES**

**PUBLICATION AND COPY  
CLOSURE DATES**

***Easter 2009***

COPY deadlines for the *Tasmanian Government Gazette* and State Service Notices to be published on Wednesday, 15 April 2009:—

All copy for the General Gazette must be received by 12 noon on Thursday 9 April 2009.

Copy for the State Services must be received by 12 noon on Thursday 9 April 2009.

NOTE: Applications for positions advertised in the State Service Notices of 15 April 2009 will close at 5 p.m. on 24 April 2009.

**Gazette**

Email copy to

**govt.gazette@thepat.com.au**

or fax to (03) 6216 4294. 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 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.

**Deadlines will be strictly adhered to.**

**Subscription or account enquiries phone (03) 6233 3148**

**ECONOMIC DEVELOPMENT AND TOURISM**

**ENTERPRISE DEVELOPMENT DIVISION**

***Executive Officer (424806).***

Applications Close:—Friday, 17 April 2009.

Salary:—\$47,437 – \$51,634 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Provide professional administrative and executive support to the Deputy Secretary and oversee the day-to-day functions of the office in delivering departmental and divisional objectives.

Enquiries to Elizabeth Jack, Deputy Secretary, Department of Economic Development and Tourism, phone (03) 6233 5820, email *Elizabeth.Jack@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**

***Graphic Design Officer (705893).***

Applications Close:—Friday, 10 April 2009.

Salary:—\$52,276 – \$61,582 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Provide project, research and high level administrative support to a business unit to enable Tourism Tasmania to achieve its corporate objectives.

Enquiries to Rebecca McKinney, Head of National Markets and Creative Services, Department of Economic Development and Tourism, phone (03) 6230 8157, email *Rebecca.McKinney@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.

**ECONOMIC DEVELOPMENT AND TOURISM**

**TOURISM TASMANIA**

***Marketing and Commercial Operations***

***Co-ordinator Web Content (706041).***

Applications Close:—Friday, 10 April 2009.

Salary:—\$67,660 – \$79,920 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Facilitate, identify and develop tourism opportunities that build on the Tourism Tasmania Corporate Plan and provide a consultative service to senior management in implementing the Plan.

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

Enquiries to Gerald Englebrechtsen, Manager Web Publishing, Department of Economic Development and Tourism, phone (03) 6230 8126, email [Gerald.Englebrechtsen@tourism.tas.gov.au](mailto:Gerald.Englebrechtsen@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](mailto:applications@development.tas.gov.au).

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

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (North-West)*

##### Wynyard High School

#### **Teacher, Middle School (200621).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$46,449 – \$74,334 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 15 June 2009.

Location:—Wynyard High School.

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

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

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

The 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:—Ability to teach Middle School. Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

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

Enquiries to David Raw, Department of Education, phone (03) 6442 2385, email [david.raw@education.tas.gov.au](mailto:david.raw@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) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (North-West)*

##### Wynyard High School

#### **Teacher, Middle School/Science/PE (963823).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$46,449 – \$74,334 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 15 June 2009.

Location:—Wynyard High School.

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

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

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

The 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:—Ability to teach Middle School/Science/PE. Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

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

Enquiries to David Raw, Department of Education, phone (03) 6442 2385, email [david.raw@education.tas.gov.au](mailto:david.raw@education.tas.gov.au).

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South)*

##### Ogilvie High School

#### **Advanced Skills Teacher (950249).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$80,513 p.a.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time.

Location:—Ogilvie High School.

Description of the Role:—To implement and manage



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

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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

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

Enquiries to Judy Timbs, Department of Education, phone (03) 6228 8800, email [judith.timbs@education.tas.gov.au](mailto:judith.timbs@education.tas.gov.au).

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7251, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South-East)*

Bothwell District High School

#### **Teacher, Maths/Science (958156).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$46,449 – \$74,334 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 15 June 2009.

Location:—Bothwell District High School.

**Description of the Role:**—To implement and manage appropriate learning programmes for students and to assess individual student progress.

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

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

The 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:**—Ability to teach Maths/Science. Four years or more training as defined in the Teaching Service (Tasmanian Public Sector) Award 2005.

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

Enquiries to Judith Turner, Department of Education, phone (03) 6259 5518, email [judith.turner@education.tas.gov.au](mailto:judith.turner@education.tas.gov.au).

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566, email [recruitment@education.tas.gov.au](mailto:recruitment@education.tas.gov.au).

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South-East)*

Cambridge Primary School

#### **Advanced Skills Teacher (201484).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$80,513 p.a.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Fixed-term full-time from 20 April 2009 to 17 December 2010.

Location:—Cambridge Primary School.

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

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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

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

Enquiries to Kim Harvey, Department of Education, phone (03) 6248 5168, email kim.harvey@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South-East)*

##### Howrah Primary School

#### ***Assistant Principal, Raising the Bar Initiative (964048).***

Applications Close:—Friday, 10 April 2009.

Salary:—\$90,108 pro rata.

Teaching Service (TPS) Award, Assistant Principal, Band 3, Level 3.

Fixed-term part-time 28 hours per fortnight, from As soon as possible to 17 December 2010.

Location:—Howrah Primary School.

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

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

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

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

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

Enquiries to Anne Hay, Department of Education, phone (03) 6233 8090, email anne.hay@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 8832, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

## EDUCATION

### LEARNING SERVICES

#### *Learning Services (South-East)*

##### Sorell School

#### ***Advanced Skills Teacher (202195).***

Applications Close:—Friday, 10 April 2009.

Salary:—\$80,513 p.a.

Teaching Service (TPS) Award, Advanced Skills Teacher, Band 2.

Permanent full-time from 15 June 2009.

Location:—Sorell School.

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

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

Current certificate of registration; or provisional registration in accordance with the provisions of the Teachers Registration Act 2000.

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

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

Enquiries to Mick Sheehan, Department of Education, phone (03) 6269 1100, email michael.sheehan@education.tas.gov.au.

Applications to HR Staffing and Establishment Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### ***Triage Clerk Sick Leave Relief (508173).***

Applications Close:—Friday, 10 April 2009.

Salary:—\$46,801 – \$50,944 pro rata.

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

Permanent part-time fully rotational shift work, 56 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—Assist in the co-ordination of the day to day functions of the Emergency Department. Provide a clerical support service in relation to all the administrative functions

associated with primary patient care. Undertake initial interview and registration provides verification of patient identification data. Process all emergency admissions and after hours direct admissions. Liaise and assist in the co-ordination of the day to day functions of the Emergency Department.

Enquiries to Merewyn Price, Department of Health and Human Services, phone (03) 6222 8861, email [merewyn.price@dhhs.tas.gov.au](mailto:merewyn.price@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Health and Well Being Services*

#### Oral Health Services Tasmania South

#### **Dental Therapist (501204).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$45,535 – \$73,058 p.a.

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

Permanent full-time day work.

Location:—Southern Region.

Duties:—Dental care for eligible clients of the Children's Dental Service of the Oral Health Service, Tasmania in accordance with the Dental Practitioners Registration Act 2001. Dental health education and health promotional and preventive programmes for clients, their families or carers, communities and other relevant stakeholders.

Essential Requirements:—Registered, or eligible for registration, as a Dentist Therapist under the Dental Practitioners Registration Act 2001.

Enquiries to Leigh Gorringer, Department of Health and Human Services, phone (03) 6214 5444, email [leigh.gorringer@dhhs.tas.gov.au](mailto:leigh.gorringer@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

#### **Clinical Nurse (504045).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$62,802 – \$67,183 pro rata.

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

Permanent part-time shift worker (fully rotational), working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Womens and Childrens Services, Ward 4K.

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 Sonja Leonard, Department of Health and Human Services, phone (03) 6348 7661, email [sonja.leonard@dhhs.tas.gov.au](mailto:sonja.leonard@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

#### **Clinical Nurse Consultant (503823).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$72,136 – \$77,219 p.a.

Nurses (TPS) Award, Registered Nurse, Level 3.

Fixed-term full-time day work. To commence as soon as possible until 9 April 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Medicine, Holman Clinic/Nurses.

Duties:—The Clinical Nurse Consultant provides clinical leadership enabling the delivery of quality patient care, through efficient and effective utilisation of human, financial and material resources in conjunction with other members of the Health Care Team. The Clinical Nurse Consultant also supports an environment that fosters teaching, quality improvement and research activities within the unit.

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

Enquiries to Marianne Rose, Department of Health and Human Services, phone (03) 6348 7150, email [marianne.rose@dhhs.tas.gov.au](mailto:marianne.rose@dhhs.tas.gov.au).

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

Better health and quality of life around Tasmania. Visit us at [www.dhhs.tas.gov.au](http://www.dhhs.tas.gov.au).

## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

#### **Staff Specialist (Nephrology) (514725).**

Applications Close:—Friday, 17 April 2009.

Salary:—To be negotiated.

Salaried Medical Practitioners Industrial Agreement 2006, Specialist Medical Practitioner, Level I-IV (Salary commensurate with qualifications and experience).

Permanent full-time day worker (with oncall). Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Department of Medicine.



**Duties:**—Provide specialist medical care to patients attending the Launceston General Hospital. To be involved in research and quality improvement activities, undergraduate and post graduate teaching at the Launceston General Hospital. To provide specialist advice to inpatient units as required.

**Essential Requirements:**—A medical practitioner who is registered under the provisions of the Medical Practitioners Registration Act 1996 and who holds a qualification recognised as a specialist medical qualification in accordance with the provisions of the Commonwealth/State Agreement on Mutual Recognition, which is relevant to his/her appointment.

Enquiries to Dr Alasdair MacDonald, Director of Medicine, Department of Health and Human Services, phone (03) 63487578, email [alasdair.macdonald@dhhs.tas.gov.au](mailto:alasdair.macdonald@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Launceston General Hospital*

#### **Trade Manager, Electrical (503355).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$51,579 – \$60,746 p.a.

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

Permanent full-time day work.

Location:—Corporate, Building and Engineering.

**Duties:**—Manage, supervise and co-ordinate Trades and Electrical Operational Staff to ensure effective and efficient services are provided. Manage and co-ordinate Electrical trade services including maintenance of specialised equipment, the reliability of all electrical equipment and services, high voltage and low voltage supply systems, control systems, specialised health facility systems, emergency power and lighting systems in accordance with statutory requirements, and support a preventative maintenance schedule for equipment as required within a major health care facility. Ensure all Plant and Equipment under the control of the position is maintained in accordance with mandatory or statutory or local requirements.

**Essential Requirements:**—A relevant trades qualification.

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

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Mersey Community Hospital*

#### **Enrolled Nurse—2 Vacancies.**

Applications Close:—Friday, 17 April 2009.

Salary:—\$46,204 – \$48,420 pro rata.

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

Vacancy No. 517771.

Permanent part-time shift worker (fully rotational), working 59 hours per fortnight.

Location:—Operating Room Suite.

Vacancy No. 518645.

Permanent part-time shift worker (fully rotational), working 59 hours per fortnight.

Location:—Operating Room Suite.

**Duties:**—In accordance with Agency policies and legal requirements, the Enrolled Nurse delivers direct patient/client care of a prescribed recurrent nature under the supervision of a 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 Jane Sparks, Department of Health and Human Services, phone (03) 6426 5206, email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Mersey Community Hospital*

#### **Enrolled Nurse (Medication Endorsed) (514855).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$46,204 – \$48,420 p.a.

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

Permanent full-time shift worker (fully rotational).

Location:—Operating Room Suite.

**Duties:**—In accordance with Agency policies and legal requirements, the Enrolled Nurse delivers direct patient/client care of a prescribed recurrent nature under the supervision of a 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 Jane Sparks, Department of Health and Human Services, phone (03) 6426 5206, email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@dhhs.tas.gov.au).

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Mersey Community Hospital*

#### **Registered Nurse (514614).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Permanent part-time shift worker (fully rotational), working 59 hours per fortnight.

Location:—Operating Room Suite.

**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:**—All Nursing positions must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania.

Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing. Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

Enquiries to Jane Sparks, Department of Health and Human Services, phone (03) 6426 5206, email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@dhhs.tas.gov.au).

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Mersey Community Hospital*

#### **Registered Nurse (518557).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Permanent part-time shift worker (fully rotational), working 64 hours per fortnight.

Location:—Operating Room Suite.

**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:**—All Nursing positions must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. Mental Health positions must also have a psychiatric nursing certificate or be authorised by the Nursing Board of Tasmania to practise psychiatric nursing. Midwifery positions must also hold authorisation to practise as a Midwife by the Nursing Board of Tasmania.

Enquiries to Jane Sparks, Department of Health and Human Services, phone (03) 6426 5206, email [grace.kamphuis@dhhs.tas.gov.au](mailto:grace.kamphuis@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Primary Health Services*

#### Primary Health North

#### **Community Health Nurse Relief (504238).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$56,230 – \$67,183 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual shift work, as and when required, commencing as soon as possible to 26 March 2011.

Location:—Primary Health North.

**Duties:**—In accordance with Primary Health Care principles, Agency policies, legal requirements and professional

competencies, the Community Health Nurse provides nursing care to individuals and families, participates in community needs assessments and the development and implementation of health promotion programmes. Collaborate with other members of the health care team to ensure the delivery of high quality health care.

**Essential Requirements:**—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Louise Phillips, Department of Health and Human Services, phone (03) 6336 5109, email [louise.phillips@dhhs.tas.gov.au](mailto:louise.phillips@dhhs.tas.gov.au).

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

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Please do not send applications to the contact person.

## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Primary Health Services*

#### Primary Health North

#### **Enrolled Nurse (Pool) (507391).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$46,204 – \$48,420 pro rata.

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

Fixed-term casual shift work, as and when required, commencing as soon as possible to 27 March 2011.

Location:—St Helens District Hospital, St Helens, Tasmania.

**Duties:**—In accordance with primary health care principles, Agency policies, legal requirements and ANMC competencies the Enrolled Nurse provides direct and indirect nursing care to the client under the direction and supervision of a Registered Nurse. St Helens District Hospital is a 10 acute bed, 4 AandE bed rural/remote facility who can offer the right person a varied, dynamic workplace set on the sunny east coast of Tasmania.

**Essential Requirements:**—Must provide current practising certificate(s) as evidence of a right to practice as a Medication Endorsed 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Susan Hulbert, Department of Health and Human Services, phone (03) 6376 5222, email [susan.hulbert@dhhs.tas.gov.au](mailto:susan.hulbert@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Primary Health Services*

## Primary Health North

**Registered Nurse—2 Vacancies.**

Applications Close:—Friday, 10 April 2009.

Salary:—\$47,472 – \$62,348 p.a.

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

Vacancy No. 518669.

Permanent full-time shift work.

Location:—George Town Hospital and Community Centre.

Vacancy No. 518670.

Permanent part-time shift work, working 58 hours per fortnight.

Location:—George Town Hospital and Community Centre.

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

Enquiries to Beth Smith, Department of Health and Human Services, phone (03) 6380 3620, email beth.smith@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Primary Health Services*

## Primary Health North

**Registered Nurse (507413).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Permanent part-time shift work (fully rotational), working 48 hours per fortnight.

Location:—St Marys Community Health Centre.

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

Enquiries to Julie Walker, Department of Health and Human Services, phone (03) 6372 2111, email julie.walker@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Primary Health Services*

## Primary Health North

**Registered Nurse RELIEF (512950).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Fixed-term casual shift work, as and when required, commencing 11 April 2009 to 10 April 2011.

Location:—St Marys Community Health Centre.

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

Enquiries to Julie Walker, Department of Health and Human Services, phone (03) 6372 2111, email julie.walker@dhhs.tas.gov.au.

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

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Health and Human Services

## HEALTH SERVICES

## PRIMARY HEALTH SERVICES

*Primary Health South***Speech Pathologist—2 Vacancies.**

Applications Close:—Friday, 10 April 2009.

Salary:—\$69,974 – \$80,262 pro rata.

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

**Vacancy No. 506715.**

Fixed-term part-time day work, working 20 hours per fortnight, commencing As soon as possible until 25 September 2009.

Location:—Clarence Municipality.

**Vacancy No. 506716.**

Fixed-term part-time day work, working 20 hours per fortnight, commencing As soon as possible until 25 September 2009.

Location:—Clarence Municipality.

Duties:—In accordance with organisational policies and the professional code of ethics, to be responsible for the efficient and effective provision of pediatric speech pathology services to clients attending the Clarence Community and Health Centre.

Essential Requirements:—Degree or diploma in Applied Science, Speech Pathology or equivalent and eligibility for membership of the Speech Pathology Australia (SPA).

Enquiries to Fred Howard, Department of Health and Human Services, phone (03) 6222 7216, email fred.howard@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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**HEALTH AND HUMAN SERVICES****HEALTH SERVICES***Primary Health Services*

## Primary Health South

## Primary Health Rumney

**Cook (Non Trades) (506168).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$36,748 – \$40,884 pro rata.

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

Permanent part-time shift work, working 48 hours per fortnight.

Location:—Midlands Multi Purpose and Health Center.

Duties:—To provide a high standard of food service to all customers including the preparation, cooking and serving of meals. To conduct relevant audits within the kitchen/catering environment as per food safety plan, continuous quality improvement programme and legislative 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Julie Cooper, Department of Health and Human Services, phone (03) 6254 5033, email julie.cooper@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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**HEALTH AND HUMAN SERVICES****HEALTH SERVICES***Primary Health Services*

## Primary Health South

## Primary Health Rumney

**Domestic Services Officer (506777).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$36,293 – \$37,180 p.a.

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

Permanent part-time shift work, working 43.32 hours per fortnight.

Location:—Midlands Multi Purpose and Health Centre.

Duties:—To clean specified areas within wards and other areas within the Midlands Multi-Purpose Health Centre facility. Provide a laundry service for the Midlands Multi-Purpose Health Centre facility. To provide infection control cleaning as per Infection Control Policies and Procedures. To provide a catering support service in preparation of foods and to deliver patient's meals.

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

Enquiries to Julie Cooper, Department of Health and Human Services, phone (03) 6254 5033, email julie.cooper@dhhs.tas.gov.au.

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

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**HEALTH AND HUMAN SERVICES****HEALTH SERVICES***Primary Health Services*

## Primary Health South

## Primary Health Rumney

**Relief Cook (Non Trade) (506670).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$36,748 – \$40,884 pro rata.

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

Fixed-term casual shift work, (as and when required) for a period of 2 years.



Location:—Midlands Multi Purpose and Health Centre.

Duties:—To provide a high standard of food service to all customers which will include the preparation, cooking and serving of meals. To conduct relevant audits within the kitchen/catering environment as per food safety plan, continuous quality improvement programme and legislative 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Julie Cooper, Department of Health and Human Services, phone (03) 6254 5033, email [julie.cooper@dhhs.tas.gov.au](mailto:julie.cooper@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### Primary Health Services

##### Primary Health South

##### Primary Health Faulkner

#### **Youth Health Nurse (500941).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$56,230 – \$67,183 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

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

Location:—Glenorchy Community Health Centre.

Duties:—Within a Primary Health Care framework and in accordance with Agency policy and legal requirements, the Youth Health Nurse will provide assessment, counselling, brief intervention and support to individuals/groups of young people aged 12-24 years. Undertake all aspects of early identification and early intervention activities and participate in community development and health promotion activities.

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

Enquiries to Lindal McDonald, Department of Health and Human Services, phone (03) 6233 8900, email [lindal.mcdonald@dhhs.tas.gov.au](mailto:lindal.mcdonald@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### Royal Hobart Hospital

#### **Administrative Assistant (510041).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$41,427 – \$45,142 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Assist with the management of the administrative support systems for the Department of Obstetrics and Gynaecology. Provide personal assistance as required by clinical staff of the Department, and undertake tasks such as keyboard services (including audio typing), minute/note taking, preparation of correspondence and reports, photocopying, collation and distribution of documents and maintaining electronic records and databases. Maintain diaries and registers of appointments for staff as required.

Enquiries to Jon Hughson, Department of Health and Human Services, phone (03) 6222 8935, email [jon.hughson@dhhs.tas.gov.au](mailto:jon.hughson@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### Royal Hobart Hospital

#### **Administrative Assistant (513900).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$41,427 – \$45,142 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Assist with the management of the administrative support systems for the Staff Specialists in the Department of Paediatrics. Provide personal assistance as required by clinical staff of the Department, and undertake tasks such as keyboard services (including audio typing), minute/note taking, preparation of correspondence and reports. Maintain diaries and registers of appointments.

Enquiries to Jon Hughson, Department of Health and Human Services, phone (03) 6222 8935, email [jon.hughson@dhhs.tas.gov.au](mailto:jon.hughson@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Royal Hobart Hospital***Administrative Assistant (2 Vacancies) (513207 and 515246).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$46,801 – \$50,944 p.a.

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

Permanent full-time day worker.

Location:—Hobart.

Duties:—Responsible for the provision of administrative support to the Medical Staffing Unit. Work with the Medical Staff Co-ordinator to effectively manage the Medical Staffing Unit.

Desirable Requirements:—Demonstrated ability to organise, set priorities and meet deadlines together with a demonstrated capacity to handle a number of tasks concurrently in a demanding environment. Experience in working with guidelines and procedures relating to Human Resource issues. High level of interpersonal, communication, mediation and conflict resolution skills. Sound knowledge and experience of administrative practices and the utilisation of contemporary computer applications.

Enquiries to Alison Hallam, Department of Health and Human Services, phone (03) 6222 8114, email [alison.hallam@dhhs.tas.gov.au](mailto:alison.hallam@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Royal Hobart Hospital***Clinical Nurse Educator (516294).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$77,219 – \$79,045 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—This position is a rare opportunity for a motivated and experienced clinician to advance his or her career in Perioperative Nursing. As RHH embraces the reform agenda set for Tasmania, Clinical Nurse Educators are needed to support nurses, at all levels, to promote a modern, high quality, patient centred service. Association with the Nurse Education Unit, led by a professor of nursing, will provide opportunities to research and engage in practice development.

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

Enquiries to Professor Mary FitzGerald, Department of Health and Human Services, phone (03) 6222 7558, mobile 0488647412, email [mary.fitzgerald@dhhs.tas.gov.au](mailto:mary.fitzgerald@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Royal Hobart Hospital***Clinical Trials Co-ordinator—2 Vacancies.**

Applications Close:—Friday, 10 April 2009.

Salary:—\$62,802 – \$67,183 pro rata.

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

Vacancy No. 513786.

Fixed-term part-time day worker working 56 hours per fortnight commencing 20 April 2009 until 17 April 2010.

Location:—Hobart.

Vacancy No. 513074.

Fixed-term part-time day worker working 20 hours per fortnight commencing 20 April 2009 until 17 April 2010.

Location:—Hobart.

Duties:—The Clinical Trials Co-ordinator is responsible for the recruitment and monitoring of patients within the Oncology/Haematology Clinical Trials Unit at the Royal Hobart Hospital. The Oncology Clinical Trials Unit is a progressive and rapidly expanding unit which conducts both national and international clinical trials for the oncology/haematology patient population. All medical and surgical units from the Royal Hobart Hospital Oncology Departments are represented and are actively involved in both recruiting patients and monitoring long term follow up. These units include Radiation Oncology, Medical Oncology, Clinical Haematology and Gynae-Oncology.

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

Enquiries to Louise Nicholson, Department of Health and Human Services, phone (03) 6222 8238, email [louise.nicholson@dhhs.tas.gov.au](mailto:louise.nicholson@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Royal Hobart Hospital***Food Services Officer (507984).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$35,040 – \$35,956 p.a.

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

Permanent full-time shift work.

Location:—Royal Hobart Hospital.

Duties:—Assist in maintaining a high standard of food preparation, production, service, meal distribution, warewashing and cleaning of the hospital service areas at all times and in accordance with the relevant codes of practice. Perform receipt and storage duties associated with food supplies. Perform general food preparation, service, menu related and cash handling duties.

Enquiries to Gwen Bloomfield, Department of Health and Human Services, phone (03) 6222 8544, email gwen.bloomfield@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Nurse Unit Manager (518743).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$77,219 – \$79,045 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—The Nurse Unit Manager works autonomously at unit level and will provide direction and leadership to the Theatre Surgical scrub Nursing Team in the Main Theatre Operating Room. Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the Theatre Nursing Unit in the Main Theatre operating Room.

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

Desirable Requirements:—Relevant post graduate qualifications.

Enquiries to Mary Condon-Williams, Department of Health and Human Services, phone (03) 6222 8419, mobile 0418136675, email [rh.theatremanager@dhhs.tas.gov.au](mailto:rh.theatremanager@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Radiographer (510141).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$45,535 – \$73,058 p.a.

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

Permanent full-time shift worker.

Location:—Royal Hobart Hospital.

Duties:—The radiographer is responsible for the use of ionising and non-ionising radiation to provide images of the highest diagnostic value.

Essential Requirements:—Entitled to be granted registration in Tasmania by the Medical Radiation Science Professionals Registration Board (MRSPRB) OR attainment of a provisional statement of accreditation from the Professional Accreditation Education Board (PAEB) of the Australian Institute of Radiography.

Enquiries to Shane Morgan, Department of Health and Human Services, phone (03) 62228363, email [shane.morgan@dhhs.tas.gov.au](mailto:shane.morgan@dhhs.tas.gov.au).

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

## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Staff Specialist (Gynaecologic Oncologist) (518394).**

Applications Close:—Friday, 10 April 2009.

Salary:—To be negotiated.

Salaried Medical Practitioners Industrial Agreement 2006, Medical Practitioner, Level I-IV (Salary commensurate with qualifications and experience).

Permanent full-time day work (with oncall).

Location:—Hobart.

Duties:—To provide statewide clinical services of the highest possible standard to gynaecologic oncology patients and their families resident in Tasmania.

To participate in the delivery of a State wide service with outreach clinics in Northern Tasmania.

To pursue actively improved outcomes for gynaecologic oncology patients by participating in:—Post graduate teaching, Audit and Evaluation, Research relevant to gynaecologic oncology patients.

Essential Requirements:—A medical practitioner who is registered under the provisions of the Medical Practitioners Registration Act 1996 and who holds a qualification recognised as a specialist medical qualification in accordance with the provisions of the Commonwealth/State Agreement on Mutual Recognition, which is relevant to his/her appointment.

Enquiries to Clinical Professor Tony Bell, Chief Medical Officer, Department of Health and Human Services, phone +61 3 6222 7502, email [tony.bell@dhhs.tas.gov.au](mailto:tony.bell@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Children and Family Services*

#### **Child Protection Worker (513738).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$45,535 – \$73,058 p.a.

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

Fixed-term full-time day work commencing 27 April 2009 until 01 March 2010.

Location:—Children and Family Services, South East.

Duties:—The Child Protection Worker is responsible for the provision of assessment, advice and referral services, case management services and placements outside the child/young person's home.

The role of the Child Protection Worker is to provide professional services in accordance with legislation, practice guidelines, policies and procedures and by applying professional judgment to ensure that services are delivered in the best interest of the child/young person and their family.

**Desirable Requirements:**—An understanding of the social and developmental needs of individuals, children and families and the ability to apply this in a service delivery context and within statutory responsibility. Well-developed written and verbal communication skills, in particular, strong interpersonal and counselling skills and the ability to present confidently in public. A knowledge of the tasks performed in the work area together with a good knowledge of the operations of the agency and other agencies providing a service relevant to the work area or the ability to acquire such knowledge.

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

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

Enquiries to Bruce Kemp, Department of Health and Human Services, phone (03) 6230 7755, email [bruce.kemp@dhhs.tas.gov.au](mailto:bruce.kemp@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Children and Family Services*

#### ***Clinical Psychologist (515691).***

Applications Close:—Friday, 17 April 2009.

Salary:—\$69,974 – \$80,262 p.a.

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

Permanent full-time day work.

Location:—Children and Family Services, South.

**Duties:**—Provide specialist assessment and therapeutic services to children, young people and families in the care and protection system in accordance with best practice principles and within a collaborative and multidisciplinary framework.

**Desirable Requirements:**—Demonstrated knowledge and experience in working with children, adolescents and their families, together with a good understanding of the effect of abuse and neglect on children. Demonstrated knowledge and experience in the provision of assessments, supports and therapeutic services to children and young people with complex needs, including the ability to liaise effectively with carers and other service providers. Demonstrated ability to exercise professional judgment and initiative, work with general supervision and seek guidance as appropriate.

**Essential Requirements:**—Eligible for registration as a psychologist in Tasmania and a Masters degree in Clinical Psychology or equivalent as deemed by the Psychologist Registration Board, or a four year degree in Psychology with

two years supervised clinical experience.

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

Enquiries to Bruce Kemp, Department of Health and Human Services, phone (03) 6230 7755, email [bruce.kemp@dhhs.tas.gov.au](mailto:bruce.kemp@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Children and Family Services*

#### ***Senior Practice Consultant (501483).***

Applications Close:—Friday, 17 April 2009.

Salary:—\$80,262 – \$88,771 p.a.

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

Permanent full-time day work.

Location:—Children and Family Services, South.

**Duties:**—In collaboration with line management take a lead role in the establishment of high standards of ethical and professional practice through the provision of professional improvement consultation, support and development; and to promote and contribute to quality improvement and assurance in services to children and families consistent with statutory requirements.

**Desirable Requirements:**—Minimum of five years experience in the delivery of human/family services. Demonstrated understanding of the organization, delivery and management of complex human/family services in statutory public sector agency. High level assessment, analytical and conceptual skills.

**Essential Requirements:**—University acquired degree or diploma in a humanities field.

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

Enquiries to Mr Bruce Kemp, Department of Health and Human Services, phone (03) 6230 7755, email [bruce.kemp@dhhs.tas.gov.au](mailto:bruce.kemp@dhhs.tas.gov.au).

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Housing Tasmania***Executive Officer (517040).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$51,579 – \$60,746 p.a.

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

Permanent full-time day work.

Location:—Housing Tasmania, Hobart.

Duties:—To provide executive support to the Area in the efficient and effective delivery of housing services.

Desirable Requirements:—Well developed analytical and problem solving skills including the capacity to research and investigate sensitive matters and operate within the Agency's political, social and organisational environment. Well developed interpersonal skills, including written and verbal communication, the ability to negotiate and prepare reports and documents to near final standard. A sound knowledge of office management practices together with a good knowledge of the operations of Housing Tasmania and the Human Service Group, or the ability to quickly acquire such knowledge.

Enquiries to Kim Bomford, Department of Health and Human Services, phone (03) 6233 8635, email kim.bomford@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Housing Tasmania***Housing Development Consultant (518339).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$63,041 – \$65,916 p.a.

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

Permanent full-time day work.

Location:—Housing Tasmania, Hobart.

Duties:—The Housing Development Consultant will be responsible to the Manager Accommodation Options for a number of planning and service development functions relating to supported accommodation for people supported through Human Services programme areas.

Desirable Requirements:—Demonstrated high level ability to undertake development, analysis and review of supported accommodation facilities. Well-developed knowledge and understanding of current issues that may impact on supported accommodation. A demonstrated knowledge of the Building Code of Australia together with an understanding, or the ability to acquire and understanding of the Resource Management and Planning System of Tasmania, as it applies to property management.

All potential applicants are strongly encouraged to make enquiries with Annie Curtis.

Enquiries to Annie Curtis, Department of Health and Human Services, phone (03) 6233 4798, email annie.curtis@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Housing Tasmania***Manager Business Support (517038).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Permanent full-time day work.

Location:—Housing Tasmania, Hobart.

Duties:—In accordance with Housing Tasmania's service delivery policies, principles and standards manage the Business Support and Service Improvement teams. Support and co-ordinate business planning, analysis and reporting across the Area for business and service improvement. Support the identification and implementation of asset and service initiatives aligned with statewide priorities.

Desirable Requirements:—Demonstrated management skills including the ability to monitor human, financial and physical resources, to monitor effectiveness and efficiency and an understanding of contemporary management techniques. Highly developed verbal and written communication skills including the ability to negotiate effectively. Ability to undertake data collection and analysis, and make recommendations to achieve successful business outcomes, including those related to service delivery and asset management.

Enquiries to Kim Bomford, Department of Health and Human Services, phone (03) 6233 8635, email kim.bomford@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

## HUMAN SERVICES

*Housing Tasmania***Procurement and Reporting Officer (500012).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$63,041 – \$65,916 p.a.

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

Permanent full-time day work.

Location:—Housing Tasmania, Hobart.

Duties:—Design, develop, implement and administer procurement, performance and data reporting frameworks.

Desirable Requirements:—Demonstrated experience in the use of software reporting tools, such as Microsoft Excel and Access, including the development of executive and management information reports. Knowledge and understanding of quality management and quality assurance principles and practice. Well developed ability to effectively design and implement programmes and undertake project management.



Enquiries to Paul Gray, Department of Health and Human Services, phone (03) 6233 2607, email paul.gray@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

### HUMAN SERVICES

#### *Housing Tasmania*

#### **Senior Asset Development Officer (514007).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Permanent full-time day work.

Location:—Housing Tasmania, Hobart.

Duties:—As a senior member of the Strategic Asset Management Section, develop asset plans, analyse future development opportunities, identify disposal targets and manage development projects for a public housing portfolio.

Desirable Requirements:—Well developed ability to effectively design and implement programmes and undertake complex project management with a range of stakeholders. Demonstrated ability to manage human, physical and financial resources and to monitor efficiency and effectiveness within a strategic asset management framework. High level economic and financial analysis skills with demonstrated ability to interpret and analyse information, legislation and policy directions and to decide or recommend appropriate action.

Enquiries to Patricia Davis, Department of Health and Human Services, phone (03) 6233 4802, email patricia.adavis@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001 Please do not send applications to the contact.

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## HEALTH AND HUMAN SERVICES

### POPULATION HEALTH

#### **Legal Policy Officer (501021).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$80,233 – \$85,737 p.a.

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

Permanent full-time day work.

Location:—25 Argyle Street, Hobart.

PLEASE NOTE: A fixed term contract for 12 months will also be considered. Additionally full-time hours will be considered.

Duties:—Manage and implement the public health legislative review programme within Population Health. Provide advice on public health regulation and legal policy to the Director of Public Health and senior personnel.

Desirable Requirements:—Demonstrated high level experience and understanding of the processes involved in the

development and review of legislation and its implementation, including an appreciation of the political and social context in which these processes operate.

Demonstrated high level experience in researching, interpreting and applying legislation.

High-level experience in policy analysis and formulation and ability to apply these skills in a public health context.

Enquiries to Kerriane Taylor, Department of Health and Human Services, phone (03) 6222 7700, email kerriane.taylor@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

### POPULATION HEALTH

#### *Population and Health Priorities*

#### **Policy and Programme Officer, Mens Health (517530).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Permanent full-time day work.

Location:—25 Argyle Street, Hobart, with statewide responsibilities.

Duties:—As a member of the Population and Health Priorities Unit, co-ordinate men's health activity around the State and facilitate the development, implementation and evaluation of men's health initiatives, policies and programmes to maximise the health and wellbeing of the Tasmanian population and progress state and national priorities. Work across the Population Health Priorities, other DHHS service areas, the community and private sectors to ensure policy approaches are relevant to Tasmanian men.

Desirable Requirements:—Demonstrated knowledge and understanding of issues, including cultural and health determinants, that have an impact on the health and wellbeing of population groups and the ability to apply this knowledge to the development of appropriate health policy responses.

High level interpersonal, communication, collaboration, negotiation and conflict resolution skills and the ability to work as part of a team.

Demonstrated skills and experience in planning, developing, implementing, evaluating and reporting on population health/health promotion programmes.

Enquiries to Morven Andrews, Department of Health and Human Services, phone (03) 6222 7205, email morven.andrews@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

## POPULATION HEALTH

*Public and Environmental Health***Senior Advisor Tobacco Policy and Programmes (518276).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Permanent full-time daywork, parttime hours will be considered.

Location:—Hobart.

Duties:—Contribute to the reduction in the prevalence of tobacco use through the development, management and implementation of tobacco control policy, intersectoral planning initiatives and the smoking cessation programme. Contribute to and co-ordinate the Departments contribution to the tobacco control components of the Interagency Working Group on Drugs.

Desirable Requirements:—Detailed understanding of tobacco issues and strategies to reduce the prevalence of tobacco use including legislation, cessation, reduction of availability, promotion and education. High level of skills and experience in planning, policy development, implementation and evaluation; and team management. Highly developed project management and time management skills including the ability to plan, organise, set priorities and work autonomously in an environment subject to work pressure and change.

Enquiries to Stuart Heggie, Department of Health and Human Services, phone (03) 6222 7732, email [stuart.heggie@dhhs.tas.gov.au](mailto:stuart.heggie@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## STATEWIDE SYSTEMS DEVELOPMENT

*Alcohol and Drug Services***Clinical Nurse, Pharmacotherapy NW (517275).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$62,802 – \$67,183 p.a.

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

Permanent full-time day work.

Location:—Alcohol and Drug (North West).

Duties:—The Alcohol and Drug Service North West is looking for a motivated and enthusiastic nurse who likes a challenge to join their team in establishing a pharmacotherapy programme for the North West Coast. This role would involve working with individuals within a case management framework who are physically dependent on opioid substances. There will also be a consultation and liaison role with General Practitioners and pharmacies and opportunities to supervise students on placement with the service. Clinical supervision and training will be provided. If you like working in a supportive, friendly and professional workplace, then consider coming to work with us.

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

Enquiries to Sally Richardson, Department of Health and Human Services, phone (03) 6429 8555, email [sally.richardson@dhhs.tas.gov.au](mailto:sally.richardson@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

## STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health and Statewide Services*

## Mental Health Services

**Clinical Co-ordinator (504801).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$80,262 – \$88,771 p.a.

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

Permanent full-time daywork.

Location:—North West (Burnie/Devonport).

PLEASE NOTE: This vacancy has also been advertised as a Registered Nurse Level 3 (504801m) there is only one vacancy and one vacancy will be filled based on merit.

Duties: Contribute towards the clinical leadership and management of a multidisciplinary adult community team to ensure the provision a high quality, comprehensive, specialist mental health service while providing oversight to designated clinical processes associated with the optimal operation of an Adult Community Team, including intake, crisis response, interim support, assertive case management, co-ordination and the operation of the Regional Group Programme.

Essential Requirements:—Degree in Social Work giving eligibility for membership in the Australian Association for Social Workers, or a 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 (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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Amanda Pearce, Department of Health and Human Services, phone (03) 6434 4070, email [amanda-jane.pearce@dhhs.tas.gov.au](mailto:amanda-jane.pearce@dhhs.tas.gov.au).

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

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## HEALTH AND HUMAN SERVICES

## STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health and Statewide Services*

## Mental Health Services

**Clinical Co-ordinator (504801m).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$72,136 – \$77,219 p.a.

Nurses (TPS) Award, Registered Nurse, Level 3.

Permanent full-time daywork.

Location:—North West (Burnie/Devonport).

PLEASE NOTE: This vacancy has also been advertised as an Allied Health Professional Level 4 (504801) there is only one vacancy and one vacancy will be filled based on merit.

Duties: Contribute towards the clinical leadership and management of a multidisciplinary adult community team to ensure the provision of a high quality, comprehensive, specialist mental health service while providing oversight to designated clinical processes associated with the optimal operation of an Adult Community Team, including intake, crisis response, interim support, assertive case management, co-ordination and the operation of the Regional Group Programme.

Essential Requirements:—Must provide current practising certificate(s) as evidence of a right to practise as a Registered Nurse in Tasmania. A current psychiatric nursing practising certificate or be authorised by the Nursing Board of Tasmania to work in a psychiatric nursing position.

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

Enquiries to Amanda Pearce, Department of Health and Human Services, phone (03) 6434 4070, email amanda-jane.pearce@dhhs.tas.gov.au.

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

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## HEALTH AND HUMAN SERVICES

## STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health and Statewide Services*

## Mental Health Services

**Clinical Psychologist (505005).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$69,974 – \$80,262 p.a.

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

Permanent full-time day work.

Location:—Glenorchy and Northern Districts.

Duties:—Provide clinical psychology assessment, evidence based treatment and case management, to clients with major and complex mental health issues, within a multi-disciplinary team.

Essential Requirements:—Eligible for registration as a psychologist in Tasmania and a Masters degree in Clinical Psychology or equivalent as deemed by the Psychologist Registration Board, or a four year degree in Psychology with two years supervised clinical experience.

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

Enquiries to Rosalind Cole, Department of Health and Human Services, phone (03) 6211 5000, mobile 0408 125 916, email [rosalind.cole@dhhs.tas.gov.au](mailto:rosalind.cole@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

## STATEWIDE SYSTEMS DEVELOPMENT

*Mental Health and Statewide Services*

## Mental Health Services

**Nurse Practitioner (Mental Health Services)—3 Vacancies.**

Applications Close:—Friday, 24 April 2009.

Salary:—\$83,605 p.a.

Nurses (TPS) Award, Nurse Practitioner.

Vacancy No. 518770.

Permanent full-time day work.

Location:—Mental Health Services South.

Vacancy No. 518782.

Permanent full-time day work.

Location:—Mental Health Services North.

Vacancy No. 518410.

Permanent full-time day work.

Location:—Mental Health Services North-West.

Duties:—The Nurse Practitioner is responsible, within the defined scope of practice, for the development, provision and evaluation of Mental Health clinical community nursing care that ensures optimal patient/client/family and community outcomes. The Nurse Practitioner will also draw upon their professional competencies to improve clinical service outcomes through effective research and quality improvement activities. The Nurse Practitioner will actively participate statewide and nationally in research, publication and education in the specialty of Mental Health. The Nurse Practitioner is responsible as a leader, advisor and mentor for other senior nurses practising in the field of Mental Health.

Essential Requirements:—Current practising certificate(s) as evidence of a right to practice as a Registered Nurse in Tasmania.

Authorised to practice as a Mental Health Nurse Practitioner by the Nursing Board of 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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Coral Muskett, Department of Health and Human Services, phone (03) 6230 7740, email coral.muskett@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

### STATEWIDE SYSTEMS DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services

#### **Senior Consultant GP Liaison (518387).**

Applications Close:—Friday, 17 April 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Fixed-term full-time day work, commencing as soon as possible for a period of 2 years.

Location:—St Johns Park, New Town.

Duties:—A priority for Mental Health Services is to establish strong collaborative relationships with General Practice and other key stakeholders. The occupant of this position will have a key responsibility for progressing the establishment of clinical networks for mental health services including alcohol and drug services as well as other initiatives involving the co-ordination of service responses across the acute primary care continuum.

Desirable Requirements:—A well developed understanding of the delivery of mental health services and issues relating to the integration and co-ordination of services as well as an understanding of issues relating to general practice and other primary health providers involved in the delivery of mental health services. Strong liaison skills and the capacity to work with clinicians and other stakeholders across the acute primary health care continuum. A good understanding and experience in project management including an ability to initiate, formulate and manage complex and diverse projects and deliver expected outcomes. Proven high level strategic, conceptual, analytic and creative skills together with the ability to plan and prioritise activities and make sound judgments about the political, social and organisational environment impacting on the Agency.

Enquiries to Nick Goddard, Department of Health and Human Services, phone (03) 6230 7721, email [nick.goddard@dhhs.tas.gov.au](mailto:nick.goddard@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 (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 125, Hobart, Tasmania 7001. Please do not send applications to the contact person.

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## HEALTH AND HUMAN SERVICES

### STATEWIDE SYSTEMS DEVELOPMENT

#### *Mental Health and Statewide Services*

##### State Office

#### **Senior Marketing and Communications Consultant (516123).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Develop and implement a marketing and communications strategy for Tasmania's Mental Health Services aimed at promoting and enhancing a positive image of mental health services. Provide specialist advice and strategically manage, develop and co-ordinate a range of communication and marketing activities which aim to support implementation of the strategy.

Desirable Requirements:—Demonstrated high level marketing and consultancy skills with a proven knowledge and practical experience in communications and marketing principles and practices. High level written and verbal communication skills including the capacity to produce high quality documents in a variety of communication formats for presentation, using a range of technologies. High level interpersonal skills including the capacity to liaise with and work effectively with a range of internal and external clients and stakeholders.

Enquiries to Nick Goddard, Department of Health and Human Services, phone (03) 6230 7721, email [nick.goddard@dhhs.tas.gov.au](mailto:nick.goddard@dhhs.tas.gov.au).

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

## JUSTICE

### CORPORATE SERVICES

#### *Finance*

#### **Accounts Officer (355502).**

Applications Close:—Friday, 10 April 2009.

Salary:—\$41,938 – \$45,740 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time As soon as possible until 24 Dec 2009, 37.5 hours per fortnight.

Location:—Hobart.

Duties:—Process accounts and record transactions in the Financial Management Information System (FMIS) in accordance with departmental accounting procedures. Reconcile creditors' statements and follow-up issues as required. Respond to enquiries from debtors, creditors and departmental officers relating to processing of transactions.

Enquiries to Debbie Minty, Co-ordinator Accounting Operations, Finance, Department of Justice, phone (03) 6233 6070, email [Debbie.Minty@justice.tas.gov.au](mailto:Debbie.Minty@justice.tas.gov.au).

Applications to Ms Lee Steedman, Administrative Support Officer, Department of Justice, G.P.O. Box 825, Hobart, Tasmania 7001, phone (03) 6233 9265, fax (03) 6233 3254, email [applications@justice.tas.gov.au](mailto:applications@justice.tas.gov.au).

For further information, please download a copy of the Statement of Duties from the [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) website. If a Statement of Duties cannot be downloaded, please contact [Debbie.Minty@justice.tas.gov.au](mailto:Debbie.Minty@justice.tas.gov.au) on (03) 6233 6070.



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

### LEGAL AID COMMISSION OF TASMANIA

#### ***Assistant to the Director (352043).***

Applications Close:—Friday, 10 April 2009.

Salary:—\$52,276 – \$61,582 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Provide support to the Commission, including acting as minutes secretary, preparing Commission papers and forwarding information to relevant stakeholders as a result of Commission decisions. Provide feedback from stakeholders to the Commission. Provide information to the Commission's Information Resources Unit in relation to policy, staff and operational changes relevant to the Commission's websites. Provide up to date employment, OHandS and various entitlement information to Commission staff. Maintain the Human Resources electronic filing system, including web components and engage in all activities associated with the Commission's human resources requirements. Provide advice for the Commonwealth Community Legal Centre state programme in the area of financial management requirements, gather and analyse statistical information and represent the Commission at national forums.

Desirable Requirements:—Significant experience as an executive assistant to a head of agency, boards and various committees. Extensive knowledge of human resource practices particularly as they relate to the public sector. A sound knowledge of web publishing and authoring packages. Experience with budgets and other financial matters relating to public sector programmes including the use of report writing packages.

Contact:—Statement of Duties, Information for Applicants and Application for Employment forms are available at [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au) or contact Michael Dwyer on (03) 6236 3855 or email [michael.dwyer@legalaid.tas.gov.au](mailto:michael.dwyer@legalaid.tas.gov.au).

Enquiries to Michael Dwyer, Operations Manager, Legal Aid Commission of Tasmania, 158 Liverpool Street, Hobart, phone (03) 6236 3855, fax (03) 6236 3811, email [michael.dwyer@legalaid.tas.gov.au](mailto:michael.dwyer@legalaid.tas.gov.au).

Applications to Norman Reaburn, Director, Legal Aid Commission of Tasmania, G.P.O. Box 9898, Hobart, Tas, 7001, phone (03) 6236 3820, fax (03) 6236 3811, email [norman.reaburn@legalaid.tas.gov.au](mailto:norman.reaburn@legalaid.tas.gov.au).

## TASMANIAN POLYTECHNIC

### STRATEGIC DEVELOPMENT

#### *Health and Wellbeing*

#### ***Teacher (Certificate 3, Fitness) (001621).***

Applications Close:—Tuesday, 14 April 2009.

Salary:—\$45,875 – \$71,133 pro rata.

Post Year 10 Teaching Staff Award, Band 1.

Fixed-term part-time 0.5 FTE (35 hours per fortnight).

Location:—North.

An increased salary may be negotiated in lieu of additional recreation leave entitlements.

Duties:—Responsible to the designated Workforce Learning Leader for teaching and co-ordination duties as may be required.

Desirable Requirements:—Successful completion of an apprenticeship and trade certificate or equivalent technical or commercial qualifications (including a technician certificate) or a Degree, Diploma, or Associate Diploma deemed appropriate to the teaching area and a minimum of 3 years relevant vocational or industrial experience, or other appropriate experience deemed relevant by the controlling authority. Certificate IV in Training and Assessment, or equivalent.

Enquiries to Christopher Fletcher, A/Workforce Learning Team Leader, Tasmanian Polytechnic, mobile 0400 845 874, email [Chris.Fletcher@polytechnic.tas.edu.au](mailto:Chris.Fletcher@polytechnic.tas.edu.au).

Please note: to be considered for an interview an applicant must address each of the selection criteria, outlined in the Statement of Duties. The Job Kit for this position can be downloaded from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au).

Applications to Human Resource Services (Recruitment), Shared Services, G.P.O. Box 1625, Hobart 7001, phone (03) 6233 4668, fax (03) 6231 2254, email [recruitment@sharedservices.tas.edu.au](mailto:recruitment@sharedservices.tas.edu.au).

All applications are formally acknowledged within 3 working days of the closing date.

Applications forwarded by email also receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within Shared Services.

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4668.

## Staff Movements

### *Permanent Appointments*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Economic Development & Tourism	Facilities Officer - Technopark	C. Mulchay	6 months	02.04.09
Environment, Parks, Heritage & the Arts	Environmental Technical Officer, Air Quality Monitoring	T. Graham	6 months	26.03.09
Health & Human Services	Training Officer	W.Bailey-Walford	6 months	27.04.09
Health & Human Services	Registered Nurse	K. Loh	6 months	08.03.09
Health & Human Services	Registered Nurse	E. Cunningham	6 months	08.03.09
Health & Human Services	Social Worker	B. Snare	6 months	11.02.09
Health & Human Services	Registered Nurse Level 1	K. Elphinstone	6 months	30.03.09
Health & Human Services	Food Services Assistant	T. Wheatley	6 months	30.03.09
Health & Human Services	Nurse Unit Manager	J. Cumming	6 months	06.04.09
Health & Human Services	Hospital Cleaner	T Stone	6 months	30.03.09
Health & Human Services	Hospital Aide	R. Potts	6 months	30.03.09
Health & Human Services	Customer Support Officer	K. Grace	6 months	30.03.09
Health & Human Services	Service Support Officer	S. Griggs	6 months	28.02.09
Infrastructure, Energy & Resources	Trainee Spatial Information Officer	R. Blake	6 months	23.03.09
Premier & Cabinet	Consultant	S Marshall	6 months	25.03.09
Primary Industries & Water	Entomologist	G Westmore	6 months	24.03.09
Treasury & Finance	Senior Education and Liaison Officer	M. Robinson	6 months	30.03.09

### *Fixed-term Appointments of Greater than 12 Months*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries & Water	Project Manager	J.Gooderham	15 Months	31.03.08

### *Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	K. Ryan	Clinical Co-ordinator Community Forensic Mental Health Services	23.03.09
Health & Human Services	M. Flanagan	Asset Development Officer	23.03.09
Health & Human Services	H Fitzgerald	ADON - Continuing Care	25.03.09
Health & Human Services	A. Kenzie	Co-ordinator Business Operations	25.03.09
Health & Human Services	L. Venn	Area Quality and Safety Officer	30.03.09
Health & Human Services	E. House	Youth Justice Worker	30.03.09
Health & Human Services	T Croft	Manager, Psychology Services	12.03.09
Treasury & Finance	E. Wise	Senior Budget Analyst	23.03.09

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Senior Policy Officer	G. Flower	20.03.09
Health & Human Services	Cleaner	B Turnbull	24.03.09
Health & Human Services	Telehealth Coordinator	S.Spence	20.03.08
Health & Human Services	Technical Officer	M.Bye	05.03.09
Health & Human Services	Enrolled Nurse	C. Partridge	28.03.09
Health & Human Services	Theatre Support Officer	J. Heyward	23.03.09
Health & Human Services	Ambulance Officer	P Sowerby	22.03.09
Health & Human Services	Home Help	P.Rowe	27.03.09
Infrastructure, Energy & Resources	Web Publishing and Administration Officer	S Sareyka	25.03.09
Infrastructure, Energy & Resources	Engineer	E Ross	27.03.09
Police & Emergency Management	Communications Officer	P. Stewart	22.03.09

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher	J. Robertson	18.03.09
Health & Human Services	Clinical Nurse	A. Stuart	21.03.09

*Termination of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Physiotherapist	A. Garlick	30.03.09
Primary Industries & Water	Program Manager (Investigations)	P Boland	27.03.09

*Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Justice	J. Crossin	Premier & Cabinet	HR Service Delivery Officer	19.03.09

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# Training



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in- house  
courses**

	Public	Hobart H Launceston L	In-house (6 – 16 people)
<b>Assertiveness &amp; conflict resolution</b>	\$495	21 & 22 May H 15 & 16 Apr L	\$1795 / day
<b>Leading a team</b>	\$595	15 & 16 Apr H 14 & 15 May L	\$1795 / day
<b>Excellent customer service</b>	\$275	10 Jun H	\$1795 / day
<b>Speaking confidently to groups</b>	\$495	16 & 17 Jun H 28 & 29 Apr L	\$1795 / day
<b>The skilled negotiator</b>	\$595	23 & 24 Apr H	\$1795 / day
<b>The new supervisor</b>	\$595	2 & 3 Jun H 30 Apr & 1 May L	\$1795 / day
<b>Facilitating tough meetings</b> *NEW*		Please phone us to discuss your own in-house course	\$1795 / day
<b>Managing change at work</b>		for 6 – 16 people	\$1795 / day



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