



# TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER  
SALES \$1.10  
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

## 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](http://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](http://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](mailto: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**

## HEALTH AND HUMAN SERVICES

### *Junior Doctors (Registrars) Recruitment Campaign 2010 (various)*

Applications Close:—Friday, 14 August 2009.

Salary:—To be negotiated.

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

Fixed-term full-time 12 month programme

Location:—North West Area Health Service (North West Regional Hospital and Mersey Community Hospital), Launceston General Hospital and the Royal Hobart Hospital

Consider the diverse and unique opportunities we provide at our: Launceston General Hospital; North West Area Health Service (North West Regional Hospital and Mersey Community Hospital); Royal Hobart Hospital and three of the great reasons to join us: Excellent training; Career pathways; Lifestyle advantages

Before applying online (below) please visit [http://www.dhhs.tas.gov.au/careers/medical/junior\\_docs](http://www.dhhs.tas.gov.au/careers/medical/junior_docs) for information about these hospitals and the opportunities they represent.

Enquiries: Royal Hobart Hospital on (03) 6222 8114; Launceston General Hospital on (03) 6348 7008; North West Regional Hospital on (03) 6440 8000

Essential Requirements:—A Medical Practitioner who holds general, conditional or conditional registration for special

purposes, registration under the provisions of the Medical Practitioners Registration Act 1996 and who has had a minimum of two year's post graduate experience and is undertaking a course of study to obtain a specialist qualification which is recognised under the provisions of the Commonwealth/State Agreement on Mutual Recognition. To be employed at this level the medical practitioner must be employed in a recognised Registrar position.

## HEALTH AND HUMAN SERVICES

### *Junior Doctors (RMOs) Recruitment Campaign 2010 (various)*

Applications Close:—Friday, 7 August 2009.

Salary:—To be negotiated.

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

Fixed-term full-time 12 month programme

Location:—North West Area Health Service (North West Regional Hospital and Mersey Community Hospital), Launceston General Hospital and the Royal Hobart Hospital.

Consider the diverse and unique opportunities we provide at our: Launceston General Hospital; North West Area Health Service (North West Regional Hospital and Mersey Community Hospital); Royal Hobart Hospital and three of the great reasons to join us: Excellent training; Career pathways; Lifestyle advantages

Before applying online (below) please visit [http://www.dhhs.tas.gov.au/careers/medical/junior\\_docs](http://www.dhhs.tas.gov.au/careers/medical/junior_docs) for information about these hospitals and the opportunities they represent.

Enquiries: Royal Hobart Hospital on (03) 6222 8114; Launceston General Hospital on (03) 6348 7008; North West Regional Hospital on (03) 6440 8000

## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Health and Well Being Services*

### *Cancer Screening and Control Service*

Radiologist (513141)

Applications Close:—Friday, 17 July 2009.

Salary:—To be negotiated.

Tasmanian Visiting Medical Practitioners (Public Sector) Agreement 2002, Visiting Medical Specialist, Level I-IV (Salary commensurate with qualifications and experience).

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

Location:—Cancer Screening and Control Service, Hobart

Duties:—Radiologists appointed against this position will be required to read screening mammogram films on a collaborative roster basis with other readers as well as provide assessment services to National Accreditation Standards for BreastScreen Tasmania.

Essential Requirements:—A medical practitioner who has had at least 5 years post graduate experience in the practice of medicine, holds a senior qualification appropriate to the speciality concerned, and has practical experience in that speciality.

Enquiries to Jane Wood, Department of Health and Human Services, phone (03) 6216 4310, email [jane.wood@dhhs.tas.gov.au](mailto:jane.wood@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***DEM Clerk (515195)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$46,801 – \$50,944 pro rata.

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

Fixed-term casual as and when required. To commence as soon as possible until 30 July 2010.

Location:—Medicine, DEM

Duties:—To provide an effective and efficient clerical and reception support to both medical and nursing staff in the direct patient contact area of the Emergency Department.

Desirable Requirements:—High level of communication skills with the ability to liaise effectively with all levels of professional staff within and outside the hospital, together with a proven ability to maintain confidentiality and communicate directly with patients in a tactful and diplomatic manner. Experience in the provision of clerical and administrative services in a health care setting together with the ability to acquire knowledge of hospital funding sources including revenue raising procedures. An understanding of medical terminology and patient information management systems. Experience in the use of data base software applications with the ability to acquire a through working knowledge of hospital applications, including EDIS, CSC Patient Management modules and general office software, together with rapid accurate data entry skills.

Enquiries to Maree Dakin, Department of Health and Human Services, phone (03) 63 487392, email maree.dakin@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***Registered Nurse (Midwife) (504616)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Permanent part-time day worker, working 40 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Women's and Children's Services, Ward 40/4B

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. 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. Disciplinary action in previous employment check.

Enquiries to Veronica Wood, Department of Health and Human Services, phone (03) 63488948, email veronica.wood@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***Clinical Nurse (518559)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$62,802 – \$67,183 pro rata.

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

Permanent part-time shift work (fully rotational), working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Division of Medicine, High Dependency Unit

Duties:—To provide advanced clinical care that is in accordance with requirements and meets the psychological, physical and spiritual needs of patients. Collaborates with other members of the health care team to ensure the delivery and evaluation of nursing care.

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

Enquiries to Jacqueline Roberts-Thomson, Department of Health and Human Services, phone (03) 6426 5385, email jacqueline.roberts-thomson@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***Pharmacist Trainee/Graduate Pharmacist (515852)**

Applications Close:—Friday, 17 July 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 worker. To commence 1 January 2010 until 31 December 2010. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Allied Health, Pharmacy

Duties:—To receive appropriate education and training in contemporary hospital pharmacy practice to allow: participation in day to day activities of a hospital pharmacist, and the sitting of the pre-registration examination of the Pharmacy Board of Tasmania.

Essential Requirements:—Satisfactory completion of a 4-year degree in Pharmacy from a recognised tertiary institution acceptable to the Pharmacy 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. Disciplinary action in previous employment check.

Enquiries to Lorraine Smith, Department of Health and Human Services, phone (03) 64265638, email [lorraine.smith@dhhs.tas.gov.au](mailto:lorraine.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

#### *Mersey Community Hospital*

#### **Physiotherapy Team Leader (517481)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$80,262 – \$88,771 p.a.

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

Fixed-term full-time day work. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 30 June 2010.

Location:—Allied Health, Physiotherapy Services

Duties:—Provide leadership and direction in the strategic development and management of Physiotherapy Services in the Mersey Community Hospital and North West Area Health Service (NWAHS). Provide effective management of human, physical and financial resources of the Physiotherapy Department predominately based at the Mersey Community Hospital. To provide high level clinical leadership and/or specialised clinical services and contribute to clinical governance within the department. Work as an effective member of the clinical support services team in the Hospital and actively review the quality and safety of services provided. Ensure the physiotherapy service complements and integrates with the NWAHS, acute and primary health. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying jobs at this classification level.

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

Enquiries to Lisa Sanderson, Department of Health and Human Services, phone (03) 6426 5667, email [lisa.sanderson@dhhs.tas.gov.au](mailto:lisa.sanderson@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

#### **Administrative Assistant (507435)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$41,427 – \$45,142 pro rata.

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

Fixed-term casual day work, as and when required, commencing as soon as possible to 22 June 2011.

Location:—St Marys Community Health Centre

Duties:—Provide administrative and clerical support to the Director of Nursing and staff of the St.Marys Hospital. This will include management of the office of the Director of Nursing, including the input of data, records management, preparation of general correspondence and reports and reception services, undertake basic purchasing and accounts processing functions for the hospital, including revenue generated by the Hospital, and on behalf of the Director of Nursing, undertake a general liaison role with other sections of the Agency and with external service providers and members of the general public.

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

#### **Registered Nurse (502512)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$47,472 – \$62,348 pro rata.

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

Fixed-term casual shift worker (set rotational), working 76 hours per fortnight, commencing as soon as possible to 20 July 2011.

Location:—West Coast District Hospital, Queenstown

Duties:—The successful applicant will be working in a supported environment where there is a genuine commitment to the professional growth of individuals. HealthWest provides an opportunity for nurses to develop their scope of practice in a manner that is rewarding, both financially and professionally. The successful applicant will be a motivated registered nurse with experience in Aged Care, Acute Care and Emergency Care. The registered nurse who best meets the selection will be working a fully rotational roster involving duties in all of the above areas. HealthWest will provide some supported transitional accommodation for a limited period, this can be negotiated with the offer of the position.

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 d) crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Bob Cartledge, Department of Health and Human Services, phone (03) 6472 2315, email [bob.cartledge@dhhs.tas.gov.au](mailto:bob.cartledge@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

**Community Physiotherapist (506451)**

Applications Close:—Friday, 17 July 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 As soon as possible for a period of twelve months.

Location:—South.

Duties:—Provide physiotherapy assessments and interventions to patients referred to the Physiotherapy Service. Participate in Physiotherapy Service quality improvement activities to ensure safe and effective delivery of patient care.

Essential Requirements:—Registered or entitled to be registered as a Physiotherapist in Tasmania in accordance with the Physiotherapists Registration Act 1999.

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 d) crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Jennie Delaney, Department of Health and Human Services, phone (03) 6222 7217, email [jennie.delaney@dhhs.tas.gov.au](mailto:jennie.delaney@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

## Primary Health Rumney

**Clinical Nurse—3 Vacancies**

Applications Close:—Friday, 24 July 2009.

Salary:—\$62,802 – \$67,183 p.a.

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

Vacancy No.:—505644,

Permanent full-time shift work (fully rotational)

Location:—Midlands Multi Purpose Health Centre

Vacancy No.:—505645,

Permanent full-time shift work (fully rotational)

Location:—Midlands Multi Purpose Health Centre

Vacancy No.:—516179,

Permanent part-time shift work (fully rotational), working 38 hours per fortnight

Location:—Midlands Multi Purpose Health Centre

Duties:—Opportunities exist for clinical nurses with a preference for permanent employment in a rural setting. The Midlands Multi Purpose Health Centre at Oatlands is just one and a quarter hours drive from Hobart, Launceston and the East Coast. Come and join this dedicated and supportive team in their varied work. The MMPHC is a 22 bed facility providing for 4 hospital patients, 18 residents, outpatients, a 24 hour accident and emergency service, an on-site medical practice and visiting medical professionals. After appropriate

training, clinical nurses form part of the ambulance service for this community. PLEASE NOTE: In order to be considered, the applicant must hold or be eligible for immediate Nurses Registration in Tasmania.

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. Disciplinary action in previous employment check.

Enquiries to Judy Bradford, Department of Health and Human Services, phone (03) 6254 5032, email [judy.bradford@dhhs.tas.gov.au](mailto:judy.bradford@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

## Primary Health Rumney

**Primary Health Care Coordinator (513107)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$66,862 – \$79,193 p.a.

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

Fixed-term part-time day work, working 60.8 hours per fortnight commencing, As soon as possible until 31 December 2009

Location:—Midlands Multi Purpose and Health Centre

Duties:—Develop and manage the planning, implementation and evaluation of the Commonwealth Regional Health Services (RHS) programme in the Southern Midlands municipality. Coordinate the development of strong links between Regional Health Services and existing health services to improve the quality of health service delivery in the Southern Midlands municipality. Work within a primary health care framework and undertake activities to maintaining, sustaining and improving the health of residents of Southern Midlands municipality.

Desirable Requirements:—Demonstrated experience in, and knowledge of the management and delivery of health services, particularly in a rural environment, with a commitment to primary health care principles, community development and multi disciplinary teamwork. Demonstrated strategic, conceptual, analytical and creative skills with the ability to plan and prioritise activities and to identify and make sound judgements about relevant issues. Demonstrated effective management and leadership skills, together with high level communication, interpersonal, negotiation and conflict resolution skills including the ability to negotiate mutually acceptable solutions in situations of differing interests.

Enquiries to Catherine Jones, Department of Health and Human Services, phone (03) 6233 8727, email [catherine.jones@dhhs.tas.gov.au](mailto:catherine.jones@dhhs.tas.gov.au)

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## HEALTH AND HUMAN SERVICES

## HEALTH SERVICES

*Primary Health Services*

## Primary Health South

## Primary Health Faulkner

**Administrative Assistant (517330)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$41,427 – \$45,142 pro rata.

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

Permanent part-time day work, 40 hours per fortnight

Location:—Central Highlands Community Health Service, Ouse

Duties:—Provide routine day-to-day administrative assistance to the Manager and other CHCHS staff, including the Central Highlands Regional Health Service.

Desirable Requirements:—Demonstrated ability to provide administrative support duties, including experience in a range of computer packages such as word processing and databases. Demonstrated ability to organise, prioritise and work in an environment subject to variable demands and constant change, and the ability to exercise judgement, initiative and discretion in a team environment. Experience and understanding of operations in a range of health care settings within the Community Health Centre.

Enquiries to Sandy Carmichael, Department of Health and Human Services, phone (03) 6287 1301, email sandy.carmichael@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

## Primary Health Faulkner

**Day Centre Coordinator (507068)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$41,427 – \$45,142 p.a.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 5.

Permanent part-time day work, 40 hours per fortnight

Location:—Central Highland Community Health Service, Ouse

Duties:—Co-ordinate the Day Centre, including being responsible for planning, implementing, and evaluating quality individual and group client programmes at the Central Highlands Community Health Service (CHCHS) and in the community generally.

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

Enquiries to Sandy Carmichael, Department of Health and Human Services, phone (03) 6287 1301, email sandy.carmichael@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***Executive Assistant, Nursing Education Unit (516938)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$46,801 – \$50,944 p.a.

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

Permanent full-time day work

Location:—Royal Hobart Hospital

Duties:—Provide high level secretarial and administrative support to the Director of Nursing - Nursing Education Unit and the Nursing Education Unit staff.

Desirable Requirements:—Demonstrated ability to organise, set priorities, meet deadlines together with a demonstrated capacity to deal with a number of tasks concurrently in a demanding environment. High level written and verbal communication skills including the ability to negotiate and liaise with a wide range of internal and external clients in a sensitive and confidential manner. Sound knowledge and experience of administrative practices, the utilisation of contemporary computer applications.

Enquiries to Karen Ford, Department of Health and Human Services, phone (03) 6222 8530, email karen.ford@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***Hospital Aide, Paediatric Outpatient Clinic (518822)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$36,748 – \$40,884 p.a.

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

Permanent full-time day work

Location:—Royal Hobart Hospital

Duties:—Maintain clean and hygienic surroundings to facilitate the control of infection in specialty areas. Contribute to, and participate as a member of the health team. Decontaminate, sterilise and maintain specialised equipment.

Desirable Requirements:—Demonstrated ability to maintain the cleanliness of equipment and the environment according to infection control principles. Demonstrated ability to monitor equipment/stores levels and initiate appropriate action. Demonstrated ability to work as a member of a team and the ability to communicate effectively with other staff and the public.

Enquiries to Janine Sawford, Department of Health and Human Services, phone (03) 6222 8332, email janine.sawford@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*

#### **Medical Orderly (Relief) (508078)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$36,293 – \$37,180 p.a.

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

Fixed-term casual shift work, working hours as and when required, commencing as soon as possible to the 1 December 2009

Location:—Royal Hobart Hospital

Duties:—Provide assistance to Medical, Nursing, and Paramedical staff in the lifting, positioning and general care of patients. Transport of patients within the hospital environment. As directed, provide Orderly services in the Department of Emergency Medicine, Radiology, and Operating Theatres.

Desirable Requirements:—Knowledge of skills required in lifting and positioning of spinal patients in acute care ie. ICU, CCU, CT ICU. Knowledge of practices, equipment and procedures relating to Medical Orderly involvement in patient care, together with a knowledge of medical orderly procedures for the Department of Emergency Medicine, Radiology, and Operating Theatres. Knowledge of Hospital mortuary procedures.

Enquiries to Chris Taylor, Department of Health and Human Services, phone (03) 6222 8509, email chris.taylor@dhhs.tas.gov.au

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Royal Hobart Hospital*

#### **Senior Occupational Therapist-Rehabilitation (511279)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$80,262 – \$88,771 p.a.

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

Fixed-term full-time day work commencing As soon as possible for a period of 12 months

Location:—Royal Hobart Hospital

Duties:—To be responsible for the efficient and effective management of the Acute Medical and Rehabilitation Occupational Therapy service; provide leadership in the provision of optimal occupational therapy care in the area of neurosurgical, neurological, general medical and acute rehabilitation services of the RHH; assist the Manager, Occupational Therapy Services with the co-ordination and

management of the total occupational therapy service

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

Enquiries to Jolene May, Department of Health and Human Services, phone (03) 6222 7346, email jolene.may@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*

#### **Senior Radiation Therapist (514302)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$83,053 – \$87,314 p.a.

Radiation Therapists (Public Sector) Wages Agreement 2004, Radiation Therapist, Level P03.

Permanent full-time day worker (with oncall)

Location:—Royal Hobart Hospital

Duties:—To provide routine and complex radiation therapy planning and treatment services to the people of Southern Tasmania. To act as team leader in charge of a radiation therapy treatment unit or planning section, utilising broad knowledge and advanced skills in the clinical situation.

Essential Requirements:—Entitled to be granted registration as a Radiation Therapist by the Medical Radiation Science Professionals Registration 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. Disciplinary action in previous employment check.

Enquiries to Marianne Hercus, Department of Health and Human Services, phone (03) 6222 8616, email marianne.hercus@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*

#### **Specialist Occupational Therapist Geriatric and Rehabilitation (516228)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$80,262 – \$88,771 p.a.

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

Fixed-term full-time day work, commencing September 2009 for a period of 12 months

Location:—Royal Hobart Hospital

Duties:—To be responsible for the efficient and effective management and leadership of the Occupational Therapy service in the off-site facilities and services of the Royal Hobart Hospital. As a clinical leader and specialist in the Aged Care Services of the RHH participate in the provision of strategic direction, development of policies and evaluation of relevant policies across the continuum of care to ensure patient care needs are met. Assist the Manager, Occupational Therapy Services with the operational and strategic management of the RHH Occupational therapy service.

Essential Requirements:—Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia. (Australian Association of Occupational Therapists) The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check in the following areas—crimes of violence; sex related offences; serious drug offences; and crimes involving dishonesty. Identification check. Disciplinary action in previous employment check.

Enquiries to Leeza Hawkins, Department of Health and Human Services, phone 0407 518 804, email [leeza.hawkins@dhhs.tas.gov.au](mailto:leeza.hawkins@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

#### *Tasmanian Ambulance and Health Transport Service*

##### **Ambulance Officer (510620)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$47,819 – \$48,561 p.a.

Tasmanian Ambulance Service Award, Ambulance Officer (Certificate of Equivalence).

Permanent full-time shift worker (fully rotational).

Location:—Ambulance, Hobart

Duties:—Provision of pre-hospital care and the transport of patients by Ambulance or other means.

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current Driver's Licence. The State Service Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; crimes involving dishonesty; serious traffic offences. Identification check. Disciplinary action in previous employment check.

Enquiries to Peter Morgan, Department of Health and Human Services, phone (03) 6230 8566, email [peter.morgan@dhhs.tas.gov.au](mailto:peter.morgan@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

#### *Tasmanian Ambulance and Health Transport Service*

Ambulance Officer (Advanced Life Support) (518887)

Applications Close:—Friday, 24 July 2009.

Salary:—\$53,792 – \$54,621 p.a.

Tasmanian Ambulance Service Award, Ambulance Officer (Advanced Life Support).

Permanent full-time shift worker (fully rotational).

Location:—Ambulance, Hobart

Duties:—The provision of an advanced level of pre-hospital clinical care to the Tasmanian Community including the transport of patients by ambulance or other means.

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advanced Life Support programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current Driver's Licence.

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

Enquiries to Peter Morgan, Department of Health and Human Services, phone (03) 6230 8566, email [peter.morgan@dhhs.tas.gov.au](mailto:peter.morgan@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

#### *Tasmanian Ambulance and Health Transport Service*

##### **Branch Station Officer (518055)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$60,879 p.a.

Tasmanian Ambulance Service Award, Branch Station Officer (Advanced Life Support).

Permanent full-time shift worker (fully rotational).

Location:—Ambulance, Nubeena

Duties:—Provision of pre-hospital care and the transport of patients by Ambulance or other means. Operation of a country or urban Branch Station including activities associated with public education and community relations, staff supervision, recruitment, training and development of local Volunteer Ambulance Officers.

Essential Requirements:—Certificate of Applied Science (Ambulance Officer) and current accreditation in the Advanced Life Support programme, or equivalent qualifications recognised by the Director Tasmanian Ambulance Service. Current drivers licence. The State Service Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check in the following areas: crimes

of violence; sex related offences; serious drug offences; crimes involving dishonesty; serious traffic offences. Identification check. Disciplinary action in previous employment check.

Enquiries to Peter Morgan, Department of Health and Human Services, phone (03) 6230 8566, email peter.morgan@dhhs.tas.gov.au

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## HEALTH AND HUMAN SERVICES

### HEALTH SERVICES

#### *Tasmanian Ambulance and Health Transport Service*

#### **Supervisor (510712)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$67,056 p.a.

Tasmanian Ambulance Service Award, Supervisor.

Permanent full-time shift worker (fully rotational).

Location:—Ambulance, Hobart

Duties:—Responsible to the Operations Manager for all aspects of day to day Ambulance Service delivery in the Region. Responsible for the supervision of human and physical resources of the operational region. Provide tactical and short term strategic planning. Deployment of emergency resources including medical air evacuation and development and maintenance of links with other health professionals and emergency services.

Essential Requirements:—Recognised as a qualified Ambulance Officer under the Tasmanian Ambulance Service Award 2000 or qualifications deemed suitable by the Director of Ambulance Services. Current Drivers Licence. The State Service Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion or transfer. The following checks are to be conducted: Conviction check in the following areas: crimes of violence; sex related offences; serious drug offences; crimes involving dishonesty; serious traffic offences. Identification check. Disciplinary action in previous employment check.

Enquiries to Peter Morgan, Department of Health and Human Services, phone (03) 6230 8566, email peter.morgan@dhhs.tas.gov.au

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## HEALTH AND HUMAN SERVICES

### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

#### Correctional Health Services

#### **Enrolled Nurse (512600)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$46,204 – \$48,420 p.a.

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

Fixed-term full-time shift work, commencing As soon as possible for a period of twelve months.

Location:—South.

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. 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 d) crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Ann Marie Mallett, Department of Health and Human Services, phone (03) 6216 8236, email annmarie.mallett@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

### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

#### Mental Health Services North

#### **Attendant Casual Pool (516559)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$36,293 – \$37,180 pro rata.

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

Fixed-term casual shift work (fully rotational), commencing as soon as possible to 1 July 2010.

Location:—Northside Mental Health Clinic, LGH Charles Street, Launceston

Duties:—To provide nursing staff and allied health staff with assistance and support in relation to the care and safety of patients.

Desirable Requirements:—Current Tasmanian Drivers License.

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

Enquiries to Jan Dorman, Department of Health and Human Services, phone (03) 6348 7765, email jan.dorman@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  
STATEWIDE SYSTEM DEVELOPMENT  
*Mental Health and Statewide Services*  
Mental Health Services North

**Community Mental Health Nurse (504919)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$56,230 – \$67,183 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time shift work

Location:—Adult Community Mental Health Services, Launceston

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Community Nurse provides a specialist mental health service within the community setting for a designated client group, utilising evidence based practices and recovery principles, works within a multi-disciplinary team to deliver co-ordinated assertive case management including triage, crisis, intake and assessment and the development and implementation of individual service plans for designated clients, and supports and works in collaboration with primary health care professionals within an identified region to provide care to clients in the community setting.

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 practicing 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. Disciplinary action in previous employment check.

Enquiries to Raelene Tabor, Department of Health and Human Services, phone (03) 6336 2185, email [raelene.tabor@dhhs.tas.gov.au](mailto:raelene.tabor@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  
STATEWIDE SYSTEM DEVELOPMENT  
*Mental Health and Statewide Services*  
Mental Health Services North

**Community Mental Health Nurse (514820)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$56,230 – \$67,183 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time day work

Location:—Adult Community Mental Health Services, Launceston

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the

Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Community Nurse provides a specialist mental health service within the community setting for a designated client group, utilising evidence based practices and recovery principles, works within a multi-disciplinary team to deliver co-ordinated assertive case management including triage, crisis, intake and assessment and the development and implementation of individual service plans for designated clients, and supports and works in collaboration with primary health care professionals within an identified region to provide care to clients in the community setting.

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 practicing 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. Disciplinary action in previous employment check.

Enquiries to Raelene Tabor, Department of Health and Human Services, phone (03) 6336 2185, email [raelene.tabor@dhhs.tas.gov.au](mailto:raelene.tabor@dhhs.tas.gov.au)

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HEALTH AND HUMAN SERVICES  
STATEWIDE SYSTEM DEVELOPMENT  
*Mental Health and Statewide Services*  
Mental Health Services North West

**Community Mental Health Nurse (515901)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$56,230 – \$67,183 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time day work (with oncall)

Location:—Adult Community Mental Health Services, North West

Duties:—As part of a multi-disciplinary team delivering high quality mental health services in accordance with the Mental Health Services Strategic Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies, the Community Nurse provides a specialist mental health service within the community setting for a designated client group, utilising evidence based practices and recovery principles, works within a multi-disciplinary team to deliver co-ordinated assertive case management including triage, crisis, intake and assessment and the development and implementation of individual service plans for designated clients, and supports and works in collaboration with primary health care professionals within an identified region to provide care to clients in the community setting.

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 practicing 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. Disciplinary action in previous employment check.

Enquiries to Susan Ballard, Department of Health and Human Services, phone (03) 6434 6434, email susan.ballard@dhhs.tas.gov.au

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#### HEALTH AND HUMAN SERVICES

##### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services South

#### **Clinical Psychologist (517945)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$69,974 – \$80,262 pro rata.

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

Permanent part-time day work, working 38 hours per fortnight.

Location:—Millbrook Rise Centre, New Norfolk.

Duties:—The Clinical Psychologist undertakes the delivery of quality psychological services utilising evidence-based best practice, principles and within a collaborative and multi-disciplinary framework. Provide a specialist psychological assessment and treatment service to clients of Inpatient and Extended Treatment Services, and their families in relation to mental health issues in accordance with discipline specific skills and abilities. Act as a consultant to other agencies with regard to the support and management of clients with mental health needs and promotes community awareness in relation to mental health.

Essential Requirements:—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 d) crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Sharmayne Batt, Department of Health and Human Services, mobile 0439 011 203, email sharmayne.batt@dhhs.tas.gov.au

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#### HEALTH AND HUMAN SERVICES

##### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services South

#### **Community Mental Health Nurse (518821)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$56,230 – \$67,183 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time day work, working 68.4 hours per fortnight.

Location:—Glenorchy and Northern Districts.

Duties:—Provide assessment and case management to consumers with a mental illness within the Glenorchy and Northern Districts Adult Community Mental Health Team catchment area.

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 practicing 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 d) crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Rosalind Cole, Department of Health and Human Services, phone (03) 6211 5000, email rosalind.cole@dhhs.tas.gov.au

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#### HEALTH AND HUMAN SERVICES

##### STATEWIDE SYSTEM DEVELOPMENT

#### *Mental Health and Statewide Services*

##### Mental Health Services South

#### **Director, Registrar Training (Psychiatry) (514109)**

Applications Close:—Friday, 17 July 2009.

Salary:—To be negotiated.

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

Permanent part-time day work, 19 hours per fortnight

Location:—Mental Health and Statewide Services, St Johns Park New Town

Duties:—The Director, Registrar Training Programme (Psychiatry) will be accountable for the efficient and effective operation of the registrar training programme, in consultation with the regional Clinical Directors of Mental Health Services, the RANZCP Committee for Training and the Statewide Clinical Director, Mental Health Services.

Provide leadership and direction in management of the training programme. Design an appropriate curriculum for the training programme in consultation with relevant others. Provide or arrange the provision of training, including specific attention to needs of individuals at all stages of training. Consult with area mental health services on rotation of registrars. Liaise with services on matters of recruitment

and retention of registrars and to participate in the selection process. Maintain contact with the RANZCP Branch Training Committee and with supervisors and psychiatrists generally and with the University of Tasmania to ensure that training is both contemporary and diverse. Develop and maintain effective professional relationships with community and other external bodies that integrate with psychiatric medicine.

**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. 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 d) crimes involving dishonesty. Identification Check. Disciplinary action in previous employment check.

Enquiries to Professor Mark Oakley Browne, Department of Health and Human Services, phone (03) 6230 7732, mobile 0417 115 759, email mark.oakley-browne@dhhs.tas.gov.au

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## POLICE AND EMERGENCY MANAGEMENT

### **Fixed-term and Casual Employment Register (Various)**

Applications Close:—Friday, 17 July 2009.

Salary:—p.a.

Tasmanian State Service Award.

Register

Location:—Statewide

Searson Buck Pty Ltd and Jet Recruitment Pty Ltd are currently contracted to manage Statewide Fixed-term employment registers for positions arising in the Department of Police and Emergency Management. Applications are invited from persons interested in being considered for full-time, part-time or casual employment in Fixed-term positions for periods of up to 12 months. Vacancies arise from time to time in a variety of locations throughout Tasmania in the categories of employment listed below. These are not actual vacancies but a guide to positions that may potentially become available.

**Pre-Employment Checks:**—Pre-Employment checks may apply.

**Categories of Employment:**—

#### **Clerical Support Officer**

Duties vary accordance to the position and may include keyboard, reception, data entry and administrative/clerical support.

Salary Range: \$32,500 - \$45,740 per annum; Tasmanian State Service Award, Band 1/2.

#### **Switchboard Operator/Telephonist**

Duties include operation of a switchboard on a part-time shift basis in accordance with a roster which includes public holidays.

Salary Range: \$41,938 - \$45,740 pro-rata, per annum, Tasmanian State Service Award, Band 2.

#### **Utility Officer**

Duties include undertaking cleaning and minor maintenance of buildings and grounds, and cleaning and minor servicing of Departmental vehicles.

Salary: \$32,500-35,851 per annum, Tasmanian State Service Award, Band 1.

#### **Call Centre Operator**

Duties include operation of a computer-based recording system based on various data and voice systems, including entering and extracting data. Duties also include performance of associated clerical duties whilst ensuring the accuracy of data being entered, and attendance to telephone and other requests for information. 24-hour coverage and associated shift work will be required.

Salary Range: \$41,938 - \$45,740 per annum, Tasmanian State Service Award, Band 2.

#### **Customer Service Officer**

Duties include the provision of high level customer service at the public enquiries counter, clerical, keyboard and administrative support to the Officer-in-Charge and police personnel as well as clerical support or relief elsewhere within the police division.

Salary Range: \$41,938 - \$45,740 per annum, Tasmanian State Service Award, Band 2.

#### **Radio Dispatch Operator**

Duties include being responsible for the receipt of calls and the rapid and effective dispatch of police resources in accordance with standard operation procedures as well as undertaking general clerical, telephone and radio-related functions within Radio Dispatch Services. 24-hour coverage and associated shift work will be required.

Salary Range: \$41,938 - \$45,740 per annum, per annum, Radio Dispatch Operators (Department of Police and Emergency Management Agreement 2005, Level 2-3.)

#### **Legal Officer**

Duties include the provision of legal support and services within the Department, including matters involving complex marine resources and fisheries matters.

Salary Range: \$42,391 - \$53,848 per annum, (Legal Practitioners Agreement, Level 1.)

#### **Computer Systems Officer**

Duties include undertaking a range of tasks associated with the analysis, design, programming, testing, implementation, maintenance and enhancement of business information systems and supporting technology.

Salary Range: - \$41,938 - 55,623 per annum, Computer System Officers, Tasmanian State Service Award

#### **Mechanic**

Duties include undertaking an efficient and effective repair and maintenance service for a wide range of police vehicles, including motor cycles, trailers and ancillary equipment

Salary: - \$41,938 - \$45,740 per annum, Tasmanian State Service Award, Band 2.

#### **Communications Technical Officer**

Duties include installation, testing and maintenance of radio and telecommunications systems together with other specialist electronic/electrical equipment and associated administrative and project management functions, working with modern specialised and complex technology.

Salary Range: - \$41,318 - 51,634 per annum, Tasmanian State Service Award, Band 2 /3.

#### **Laboratory Technical Officer**

Duties include conducting biological examination of forensic evidence items and undertaking analytical and technical work requiring the application of standard methods and practices as part of the operation of Forensic Science Service Tasmania.

Salary Range: - \$41,318 - 51,634 per annum, Tasmanian State Service Award, Band 2 /3.

**Clerk (Tasmania Fire Service)**

Duties include providing relief for the Receptionist and Information Records Section as well as providing administrative, clerical and keyboard support to the regional office through the use of spreadsheets and databases as required.

Salary Range: \$44,454 - \$48,484 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 2

**Clerk, Finance (Tasmania Fire Service)**

Duties vary in accordance to the position and may include keyboard entry, reception functions, data entry, maintaining accounting records, preparing financial records, performing various reconciliations as well as providing administrative/clerical support.

Salary Range: \$50,283 - \$54,732 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 3

**Clerical Support Officer (Tasmania Fire Service)**

Duties include providing clerical support and/or financial services during position vacancies, for the various sections within Corporate Services, Community Fire Safety and the Operations division. Tasks include reception duties, maintaining business files, reviewing office procedures and assisting with the preparation of financial orders and invoices.

Salary Range: \$44,454 - \$48,484 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 2

**Stores Clerk (Tasmania Fire Service)**

Duties include ordering and receiving goods into our main store in Hobart as well as maintaining a perpetual stock inventory and undertaking investigations, research and preparation of financial reports based on stock reconciliation.

Salary Range: \$44,454 - \$48,484 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 2

**Maintenance Officer (Tasmania Fire Service)**

Duties include providing a building construction, repair and maintenance service to the region. Specific tasks consist of erection of steel frame buildings, reading and interpreting building plans as well as purchasing and maintaining an accurate inventory of purchases.

Salary Range: \$50,283 - \$54,732 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 3

**Support Officer - Communications Services (Tasmania Fire Service)**

Duties include the provision of clerical support to Communications Services through the preparation and processing of job sheets, financial transactions and equipment requests whilst maintaining the communications store.

Salary Range: \$50,283 - \$54,732 (includes 6% Finance and Admin EBA), Tasmanian State Service Award, Band 3

**Communication Technician C (Tasmania Fire Service)**

Duties include installation and maintenance of mobile equipment; alarm monitoring, control centre, communication and power supply systems as well as maintaining technical documentation for all communication networks including equipment data and fault sheets.

Salary Range: \$43,951 - \$54,112 (includes 4.8% Communications EBA) Tasmanian State Service Award, Band 2 /, Band 3

**Fire Equipment Officer (Battery Replacement) (Tasmania Fire Service)**

Duties include replacement of smoke alarm batteries at specific elderly and disabled persons unit whilst maintaining accurate records of work completed.

Salary Range: \$24.56 - \$25.42 per hour (includes 20% loading) Tasmanian Fire Fighting Industry Employees Award + EB, Band, Level - Trainee Fire Equipment Officer (+20%)

**Appliance Fabrication/Maintenance Technician (Tasmania Fire Service)**

Duties vary in accordance to the position and may include the development, fabrication and refurbishment of fire appliances and associated equipment, or, the provision of mechanical assistance in order to maintain fire appliances and associated equipment to emergency service standards.

Salary Range: \$50,520 - \$54,990 (includes 6.5% Engineering Services EBA), Tasmanian State Service Award, Band 3

**Instructor (Tasmania Fire Service)**

Deliver fire safety and related training services to private and public sector employees. The occupant needs to be able to prepare, deliver and assess scheduled training in a safe learning environment in accordance with Tasmania Fire Services policies and procedures.

Salary Range: \$56,441 - \$65,277 (Tasmanian Fire Fighting Industry Employees Award + EB), Band, Level - Community Fire Safety Officer, Level 2

**Instructor - Casual (Tasmania Fire Service)**

Deliver fire safety and related training services to private and public sector employees. The occupant needs to be able to prepare, deliver and assess scheduled training in a safe learning environment in accordance with Tasmania Fire Services policies and procedures.

Salary Range: \$34.16 - \$39.51 per hour (includes 20% loading) Tasmanian Fire Fighting Industry Employees Award + EB), Band, Level - Community Fire Safety Officer, Level 2 (+20%)

Further Information:—Searson Buck, 183 Macquarie Street, Hobart 7000. To apply online go to [www.searsonbuck.com.au](http://www.searsonbuck.com.au)

(and register under the candidates tab). Alternatively, for enquiries, please phone (03) 6223 3055, fax (03) 6223 3099.

Searson Buck, 30 Brisbane Street, Launceston 7250. To apply online go to [www.searsonbuck.com.au](http://www.searsonbuck.com.au)

(and register under the candidates tab). Alternatively for enquiries, please phone (03) 6333 3888, or fax (03) 6333 3899.

Searson Buck, 1/10 Wilson Street, Burnie 7320. To apply online go to [www.searsonbuck.com.au](http://www.searsonbuck.com.au)

(and register under the candidates tab). Alternatively, for enquiries, please phone (03)6431 5155, or fax (03) 6431 5166.

Searson Buck, 1st floor Bass House, 21 Best Street, Devonport 7310. To apply online go to [www.searsonbuck.com.au](http://www.searsonbuck.com.au)

(and register under the candidates tab). Alternatively, for enquiries, please phone (03) 6423 1311, or fax (03) 6423 1844.

Jet Recruitment, Level 8, 65 Murray Street, Hobart TAS 7000. Alternatively for enquiries, please phone (03) 6234 7966, or fax (03) 62 347260, email: [resumes.hbt@jetrecruitment.com.au](mailto:resumes.hbt@jetrecruitment.com.au)

Jet Recruitment, Level 1, 87 Brisbane Street, Launceston TAS 7250. Alternatively for enquiries, please phone (03) 63 31 6322, or fax (03) 63 317466, email: [resumes.lst@jetrecruitment.com.au](mailto:resumes.lst@jetrecruitment.com.au)

The register will remain open to applicants at all times until 30 April 2010 and will be reviewed on a regular basis. Police and Emergency Management

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

## BIOSECURITY AND PRODUCT INTEGRITY

*Quarantine Services***Quarantine Officer (703005 and 703006)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$47,437 – \$51,634 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (15 hours per week in accordance with an approved roster)

Location:—Devonport

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

Please Note: Although the vacancy is initially based in Devonport this could change to Launceston or Hobart depending on shipping and airline schedules in those regions. Notwithstanding this, relief work, possibly at short notice will be required in approved import/export inspection facilities and other areas as required.

The successful applicant will be required to work in accordance with an approved roster. This roster includes a variety of work patterns, which necessitate work outside normal Departmental hours. This includes weekend, public holidays, on call and occasional return to work at short notice. Work patterns are also dictated by seasonal and other external demands.

Please include a copy of your qualifications including academic transcript.

Duties:—Carry out quarantine clearances for both imports and exports at the barrier and in approved associated locations.

Essential Requirements:—An AQF Certificate IV in Government (Statutory Investigation and Enforcement) Quarantine, or an equivalent qualification with significant course content in the plant/animal/health science area, provided by either a university, a vocational education organisation or a registered and accredited training provider. 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:

Satisfactory security clearance as required by airport authorities.

Desirable Requirements:—A current motor vehicle driver's licence.

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

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

Enquiries to Paul Nas, phone (03) 6398 8401, mobile 0418 134 003, email paul.nas@aqis.gov.au

Applications to Sam Allen, Administration Officer (Quarantine), Department of Primary Industries, Parks, Water and Environment, Macquarie Wharf No. 1, Hunter Street, Hobart 7000, fax (03) 6233 3307, email sam.allen@dpiw.tas.gov.au

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

## RESOURCE MANAGEMENT AND CONSERVATION

*Fox Eradication***Senior Field Officer (Fox Eradication) (4 vacancies) (702998, 702999, 703000 and 703001)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$47,437 – \$51,634 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time for 12 months

Location:—Newtown (702998), Launceston (702999 and 703000) and Devonport (703001)

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

Duties:—As a member of a team organise, conduct and participate in intensive management programmes for the eradication of foxes in Tasmania

Essential Requirements:—Current motor vehicle driver's licence (manual).

Desirable Requirements:—Category A and B firearms licence. Workplace, Level 2 First Aid Certificate or equivalent. Chemical Handling Certificate (Agsafe).

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

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

Enquiries to Kristy Withers, phone (03) 6336 5324, email Kristy.Withers@dpiw.tas.gov.au

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart 7011, phone (03) 6233 3004, fax (03) 6233 3682, email job.applications@dpiw.tas.gov.au

PRIMARY INDUSTRIES, PARKS, WATER AND  
ENVIRONMENT

## RESOURCE MANAGEMENT AND CONSERVATION

*Fox Eradication***Technical Officer (702995)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$47,437 – \$51,634 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time for 12 months

Location:—Launceston (Prospect)

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

Duties:—To assist in the establishment of an appropriate sampling methodology for surveying seats in Tasmania over as broad an area as practicable that maximises the probability of detecting the presence of foxes. This survey will also have the dual purpose of surveying all large mammalian predators.

Essential Requirements:—A current motor vehicle driver's licence.

Desirable Requirements:—Workplace, Level 2 First Aid Certificate or equivalent.

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

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

Enquiries to Kristy Withers, phone (03) 6336 5324, email [Kristy.Withers@dpiw.tas.gov.au](mailto:Kristy.Withers@dpiw.tas.gov.au)

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart 7001, phone (03) 6233 3004, fax (03) 6336 3682, email [job.applications@dpiw.tas.gov.au](mailto:job.applications@dpiw.tas.gov.au)

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT  
INLAND FISHERIES SERVICE

**Hatchery Technical Officer (703004)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$41,938 – \$45,740 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time for 12 months

Location:—New Norfolk

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

Duties:—To contribute to the management and operations of the Inland Fisheries Service hatcheries including, fish husbandry, feeding of fish, routine equipment and asset maintenance, and stocking-out of salmonids.

Essential Requirements:—A Certificate III – Aquaculture or an equivalent qualification appropriate to the nature of the work

Desirable Requirements:—A restricted coxswain certificate or the experience and knowledge to readily obtain one. A current motor vehicle driver's licence.

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

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

Enquiries to Chris Wisniewski, phone (03) 6261 8055, email [Chris.Wisniewski@dpiw.tas.gov.au](mailto:Chris.Wisniewski@dpiw.tas.gov.au)

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart 7011, phone (03) 6233 3004, fax (03) 6233 3682, email [job.applications@dpiw.tas.gov.au](mailto:job.applications@dpiw.tas.gov.au)

TASMANIA FIRE SERVICE  
FIRECOMM

**Communications Officer (521453)**

Applications Close:—Monday, 20 July 2009.

Salary:—\$49,202 – \$61,502 p.a.

Tasmania Fire Fighting Industry Employees Award 2000, Communications Officer.

Permanent full-time

Location:—Hobart

Duties:—As a member of a team, monitor and operate emergency dispatch systems to provide a highly efficient communications centre for the Tasmania Fire Service.

Desirable Requirements:—Previous experience in a similar communications receipt and dispatch environment. Have no criminal convictions (excluding minor traffic offences).

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is

available from Peter van de Kamp on (03) 6230 8437 or from [www.jobs.tas.gov.au](http://www.jobs.tas.gov.au)

Enquires to Peter van de Kamp on (03) 6230 8437.

Applications to Tasmania Fire Service, G.P.O. Box 1526, Hobart, 7001 or fax (03) 6234 6647 or email [fire@fire.tas.gov.au](mailto:fire@fire.tas.gov.au)

TASMANIAN POLYTECHNIC  
GOVERNMENT EDUCATION AND TRAINING  
INTERNATIONAL UNIT

**Marketing Officer (u001381)**

Applications Close:—Friday, 17 July 2009.

Salary:—\$67,660 – \$79,920 pro rata.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term part-time 29.4 hours per fortnight, 22/07/09 until 31/12/09

Location:—South

Duties:—Manage all aspects of international education marketing in line with GETI's goals and objectives through strategic development and implementation.

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

Desirable Requirements:—Relevant tertiary qualifications.

Experience at a senior management level in an educational/training environment.

Enquiries to Anne Ripper, Executive Manager, Government Education and Training International Unit, Tasmanian Polytechnic, phone (03) 6233 7272, mobile 0407 311 512, email [Anne.Ripper@polytechnic.tas.edu.au](mailto:Anne.Ripper@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.

TREASURY AND FINANCE  
CORPORATE SUPPORT DIVISION  
*Information Systems Branch*

**Information and Communication Technology Officer (723882)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$63,838 – \$66,761 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time

Location:—Hobart

Duties:—The Infrastructure Support Unit is seeking a staff member who has excellent customer service skills and a broad range of technical competencies and possesses the flexibility to undertake a wide range of technical and system administration tasks relating to the Department's IT systems infrastructure and provide advanced IT support functions for end users.

The role will appeal to IT professionals who enjoy a variety of challenges in their job, seek customer interaction and prefer a small team environment.

In the context of the selection criteria, to be successful in the position, applicants will have: demonstrated experience and technical skills in Infrastructure Support, including but not limited to system administration, change management, problem identification and resolution, security management and disaster recovery; demonstrated effective interpersonal, oral communication, and customer service skills including the ability to operate effectively in a team environment and to liaise with all levels of stakeholders within the agency; and demonstrated in-depth research, analytical and creative skills including the ability to resolve relevant business issues and to achieve agency related outcomes.

Desirable Requirements:—Completion or partial completion of relevant tertiary qualifications and/or professional affiliation.

Enquiries to Glenn Lewis, Director, Information Systems Branch, Department of Treasury and Finance, phone (03) 6233 6123, email [glenn.lewis@treasury.tas.gov.au](mailto:glenn.lewis@treasury.tas.gov.au)

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

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

## TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

*Revenue Branch*

### **Revenue Officer (723477)**

Applications Close:—Friday, 24 July 2009.

Salary:—\$52,276 – \$61,582 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time up to 2 years

Location:—Hobart

Duties:—This position contributes to the efficient and effective collection of State taxation revenue and the payment of a range of grants through education and compliance related activities.

In the context of the selection criteria, to be successful in the position applicants will: use sound judgement to interpret, analyse and administer legislation; analyse complex legal documentation and understand complex financial transactions; investigate and report on matters of identified or suspected non-compliance and communicate effectively with a range of internal and external stakeholders.

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

Enquiries to Sarah Forward, Team Leader, Revenue Branch, Department of Treasury and Finance, phone (03) 6233 6670, email [sarah.forward@treasury.tas.gov.au](mailto:sarah.forward@treasury.tas.gov.au)

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

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

## 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 and Tourism	Graphic Design Officer	S. Lada	6 months	06.07.09
Education	Teacher Aide Special	J. Robertson	6 months	25.06.09
Health and Human Services	Registered Nurse	V. Pitt	6 months	12.07.09
Health and Human Services	Food Services Officer	M. Reid	6 months	01.07.09
Health and Human Services	Administrative Assistant	J. Miller	6 months	16.06.09
Health and Human Services	Communications Officer	J. Salter	6 months	06.07.09
Health and Human Services	Food Services Officer	M. Sullivan	6 months	01.07.09
Health and Human Services	Quality and Safety Consultant	M. Jacklyn	6 months	29.06.09
Health and Human Services	Occupational Therapy Assistant	H. Bell	6 months	13.07.09
Health and Human Services	Registered Nurse	H. Mafungate	6 months	05.07.09
Health and Human Services	Tenancy Officer	S. Jordan	6 months	26.06.09
Health and Human Services	Clinical Nurse	D. Stebbeings	6 months	01.07.09
Health and Human Services	Registered Nurse	P. Poulton	6 months	29.06.09
Health and Human Services	Enrolled Nurse	K. Hansson	6 months	28.06.09

Justice	Witness Assistance Officer	R Lewis	6 Months	01.07.09
Premier and Cabinet	Administrative Assistant	S. Davis	6 months	29.06.09
Primary Industries, Parks, Water and Environment	Senior Waste Management Officer	T. Mijak	6 months	03.07.09

*Promotion of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health and Human Services	R. Lynch	Clinical Nurse	12.07.09
Health and Human Services	C. Phillips	Clinical Research Nurse	06.07.09
Health and Human Services	I. Watson	Clinical Nurse	28.06.09
Health and Human Services	K. Willis	Co-Director Perioperative and Surgical Clinical Redesign	03.08.09
Justice	A Hensley	Crown Counsel	06.07.09
Justice	T Page	Principal Solicitor (Property Law)	01.07.09

*Transfer of Permanent Employees*

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water and Environment	T. Ferraro-Quin	Infrastructure, Energy and Resources	Property Officer	29.06.09
Environment, Parks, Heritage and the Arts	K. Medhurst	Justice	Executive Assistant	06.07.09
Health and Human Services	P. Cummins	Treasury and Finance	Financial Accountant	01.07.09

*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>
Economic Development and Tourism	Project Manager	K. Booth	to 2 August 2011	03.08.09
Primary Industries, Parks, Water and Environment	Project Officer (Fox Monitoring Program)	C. Barclay	07/07/2009 - 11/02/2011	07.07.09

*Extension or Renewal of Fixed-Term Appointments beyond 12 months*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Economic Development and Tourism	Track and Field State Performance Coordinator	P. Fortune	to 31 December 2010	01.07.09

*Retirement of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Assistant Principal	G. Billett	01.07.09
Education	Teacher	J. Sorell	30.06.09
Environment, Parks, Heritage and the Arts	Administrative Assistant	R. Dwyer	30.06.09
Health and Human Services	Senior Clinical Psychologist	R. Dobber	26.06.09
Health and Human Services	Business Manager - Department of Medicine	A. Vanderkyl	30.06.09
Primary Industries, Parks, Water and Environment	Technical Surveyor	C. Lovell	01.07.09
Primary Industries, Parks, Water and Environment	Quarantine Officer	S. Smith	29.06.09
Primary Industries, Parks, Water and Environment	Manager (Animal Health and Welfare Branch)	M. Middleton	30.06.09
Primary Industries, Parks, Water and Environment	Stock Officer (Animal Health Advice/ Information)	T. Raphael	30.06.09
Primary Industries, Parks, Water and Environment	Field Services Coordinator	D. Bester	30.06.09
Primary Industries, Parks, Water and Environment	Stock Officer (Disease Management)	J. Bushing	30.06.09

*Resignation of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	School Attendant	R. Westland	12.06.09
Environment, Parks, Heritage and the Arts	Registration Assistant	D. Martin	15.06.09
Environment, Parks, Heritage and the Arts	Regional ICT Support Services Manager	M. LaPalombara	25.06.09
Health and Human Services	Receptionist	L.Jackson	30.06.09
Health and Human Services	Clinical Nurse	P. Quinn	08.06.09
Health and Human Services	Occupational Therapist	H Bell	03.07.09
Health and Human Services	Hotel Services Manager	D. Morrison	30.06.09
Health and Human Services	Clinical Nurse	R. Bennett	01.07.09
Infrastructure, Energy and Resources	Human Resources Advisor	S Streeten	01.07.09
Justice	Court Support Officer	K Brennan	02.07.09
Police and Emergency Management	Senior Station Officer	B. Finger	30.06.09
Primary Industries, Parks, Water and Environment	Fisheries Monitoring Officer	M.Hodgson	29.06.09
Primary Industries, Parks, Water and Environment	Administration Officer	A.Morris	03.07.09
Treasury and Finance	Senior Policy Analyst	R. Griggs	03.07.09

*Termination of Permanent Employees*

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health and Human Services	Home Help	M. Hodgetts	23.06.09

*Transfer of Officers*

<i>Agency</i>	<i>Officers Name</i>	<i>New Agency</i>	<i>Title</i>	<i>Date of Effect</i>
Infrastructure, Energy and Resources	P. Peroni	Premier and Cabinet	Manager Business Development	01.07.09



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