



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

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

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

Further Information

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

Submission of Applications

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

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

Fixed-Term Appointment

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

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

Fixed-Term Employment Registers

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



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Tasmanian Government Gazette

Email text copy to

govt.gazette@thepat.com.au

or fax to (03) 6216 4294. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6233 6110

State Service Notices

Vacancy, Direct Selection and Staff Movement Notices

The only way to place a State Service vacancy, direct selection and staff movement notices is through the www.jobs.tas.gov.au system. If you wish to place a vacancy, direct selection and/or staff movement notice and do not have a www.jobs.tas.gov.au system log on, please contact your Human Resource Manager or the Public Sector Management Office on telephone (03) 6233 6687 or email: jobsadmin@dpac.tas.gov.au

Order Information

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

Deadlines

Government Gazette :—

Copy must be received by Print Applied Technology Pty Ltd by **last mail or 4pm Friday** prior to publication.

State Service Notices—Vacancy, Direct Selection and Staff Movement Notices:—Information is to be entered on the jobs system by **6 p.m. Friday** prior to publication Telephone (03) 6233 6687

Deadlines will be strictly adhered to

Subscription or account enquiries phone (03) 6233 3148

EDUCATION

LEARNING SERVICES

Learning Services (North)

Cressy District High School

Education Facility Attendant, Cleaner (Cressy District High School) (952029).

Applications Close:—Friday, 9 July 2010.

Salary:—\$34,160 – \$38,873 pro rata.

Miscellaneous Workers (Public Sector) Award, Education Facility Attendant, Level 1-3.

Fixed-term part-time 16 hour per fortnight from As soon as possible to 22 October 2011.

Location:—Cressy District High School.

Description of Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

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

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

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

Enquiries to Annette Hollingsworth, Department of Education, phone (03) 6397 6281, email annette.hollingsworth@education.tas.gov.au.

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

EDUCATION
LEARNING SERVICES
Learning Services (North)
Port Dalrymple School

Education Facility Attendant, Cleaner, (Port Dalrymple School) (305282).

Applications Close:—Friday, 9 July 2010.

Salary:—\$34,160 – \$38,873 pro rata.

Miscellaneous Workers (Public Sector) Award, Education Facility Attendant, Level 1-3.

Permanent part-time 69.6 hours per fortnight.

Location:—Port Dalrymple School.

Duties:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

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

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

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

Enquiries to Peggy Pickrill, Department of Education, phone (03) 6382 0500, email peggy.pickrill@education.tas.gov.au.

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

EDUCATION
LEARNING SERVICES
Learning Services (North)
Queechy High School

Educational Facility Attendant, Cleaner (Queechy High School) (305554).

Applications Close:—Friday, 9 July 2010.

Salary:—\$34,160 – \$38,873 p.a.

Miscellaneous Workers (Public Sector) Award, Education Facility Attendant, Level 1-3.

Permanent full-time.

Location:—Queechy High School.

Description of Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

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

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

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

Enquiries to Tanya Smart, Department of Education, phone (03) 6341 4402, email tanya.smart@education.tas.gov.au.

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

EDUCATION
LEARNING SERVICES
Learning Services (North-West)
Smithton High School

Teacher, Maths (Smithton High School) (200473).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Fixed-term full-time from 20 September 2010 to 22 December 2011.

Location:—Smithton High School.

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

Mathematics teacher grades 7-10 from term 3, 2010.

Displays a vision for implementing and managing a dynamic high level Mathematics programme.

Demonstrates an outstanding ability to co-ordinate effective teams and assess individual student progress.

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

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

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

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

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

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

Enquiries to Susan Wigg, Department of Education, phone (03) 6452 1376, email susan.wigg@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Dover District High School

Advanced Skills Teacher (Dover District High School) (304497).

Applications Close:—Friday, 9 July 2010.

Salary:—\$85,035 p.a.

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

Permanent full-time.

Location:—Dover District High School.

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

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

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

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

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

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

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

Enquiries to Peter Walker, Department of Education, phone (03) 6298 1312, email peter.walker@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (South)

Taroona High School

Assistant Principal, Director of Teaching and Learning (Taroona High School) (961566).

Applications Close:—Friday, 9 July 2010.

Salary:—\$95,169 p.a.

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

Permanent full-time.

Location:—Taroona High School.

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

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

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

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

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

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

Electronic submission of applications is preferred.

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

Enquiries to David Hamlett, Department of Education, phone (03) 6227 7700, email david.hamlett@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 7101, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Bagdad Primary School

Project Officer: Connecting Families and School Communities (Bagdad Primary School) (964226).

Applications Close:—Friday, 9 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from as soon as possible until 30 June 2012.

Location:—Bagdad Primary School.

Context:—Upper Derwent Valley/Central Highlands.

One Project Officer will work within the Upper Derwent Valley and Central Highlands areas and the other Project Officer will work within the Southern Midlands area.

to support families to nurture healthy, confident and happy children (0-12 years).

These positions require effective liaison with local school programmes such as Launching into Learning and with Department of Health and Human Services programmes and are directly dependent on the funding of Upper Derwent Valley Schools through Communities for Children. The Project Officers, Connecting Families and School Communities, will work within the guiding principles of the Communities for Children service strategy and The Salvation Army's Community Strategic Plan.

Description of Role:—Identify and advise on local community needs and initiate and develop programmes to meet the needs of local children and families to build family and community capacity. Create opportunities for children and families to effectively participate in decision making, support and use of community services and local schools. Work collaboratively with children, parents/caregivers, government agencies and service providers.

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

Desirable Requirements:—An appropriate qualification, such as a degree in Social Work, Nursing or a Diploma in Counselling or Community Services.

Proven experience in developing and implementing community involvement strategies is advantageous.

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

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

Enquiries to Fiona Atkins, Department of Education, phone (03) 6268 6127, email fiona.atkins@education.tas.gov.au.

Applications to Establishment Recruitment and Reporting Services, Department of Education, G.P.O. Box 169 Hobart, 7000, phone (03) 6233 7252, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Campania District High School

School Executive Officer, Campania District High School (953626).

Applications Close:—Friday, 9 July 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Campania District High School.

Description of Role:—Manage the operations of the school office and co-ordinate the school administrative service and assigned resources. Provide authoritative advice and support to the Principal and senior staff on administrative, resource and service management. Develop and implement operational solutions to meet administrative service requirements.

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

Desirable Requirements:—Qualification or studies in relevant areas e.g. human resources, business studies or accounting.

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

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

Enquiries to Geoff Williamson, Department of Education, phone (03) 6260 4133, email geoff.williamson@education.tas.gov.au.

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

EDUCATION

LEARNING SERVICES

Learning Services (South-East)

Glenora District High School

Project Officer: Connecting Families and School Communities (Glenora District High School) (964225).

Applications Close:—Friday, 9 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time from as soon as possible until 30 June 2012.

Location:—Glenora District High School.

Context:—Upper Derwent Valley/Central Highlands.

One Project Officer will work within the Upper Derwent Valley and Central Highlands areas and the other Project Officer will work within the Southern Midlands area: to support families to nurture healthy, confident and happy children (0-12 years).

These positions require effective liaison with local school programmes such as Launching into Learning and with Department of Health and Human Services programmes and are directly dependent on the funding of Upper Derwent Valley Schools through Communities for Children. The Project Officers, Connecting Families and School Communities, will work within the guiding principles of the Communities for Children service strategy and The Salvation Army's Community Strategic Plan.

Description of Role:—Identify and advise on local community needs and initiate and develop programmes to meet the needs of local children and families to build family and community capacity. Create opportunities for children and families to effectively participate in decision making, support and use of community services and local schools. Work collaboratively with children, parents/caregivers, government agencies and service providers.

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

Desirable Requirements:—An appropriate qualification, such as a degree in Social Work, Nursing or a Diploma in Counselling or Community Services.

Proven experience in developing and implementing community involvement strategies is advantageous.

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

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

Enquiries to Sonya Plunkett-Smith, Department of Education, phone (03) 6286 1301, email sonya.plunkett-smith@education.tas.gov.au.

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

EDUCATION

SKILLS TASMANIA

Strategic Directions

Strategy

Manager Strategy (961051).

Applications Close:—Friday, 9 July 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time from 16 August 2010 until 12 August 2011.

Location:—Skills Tasmania.

Description of Role:—Provide leadership in the provision of advice on skill formation, Commonwealth/State business arrangements, strategic planning, performance and policy development to senior management and government. Manage the Section in the performance of its planning, reporting, policy development, research and analysis roles.

Desirable Requirements:—Relevant tertiary qualifications.

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

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

Enquiries to Keith Thompson, Department of Education, phone (03) 6233 7140, email keith.thompson@skills.tas.gov.au.

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

HEALTH AND HUMAN SERVICES

AMBULANCE TASMANIA

Administrative Assistant (510552).

Applications Close:—Friday, 9 July 2010.

Salary:—\$42,877 – \$46,722 pro rata.

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

Permanent part-time day work for 38 hours per fortnight.

Location:—Launceston.

Duties:—Provide administrative, clerical and operational support to the Regional Superintendent; the Supervisor (Tactical Operations) and other senior staff as required.

Desirable Requirements:—Demonstrated office management skills including the ability to perform routine administrative and clerical duties with accuracy and precision. Capacity to provide basic research and project support services. Sound knowledge and experience in the use of software packages for the operation and production of reports, spreadsheets and databases, and the ability to learn new software applications. Effective organisational skills and a demonstrated ability to

effectively exercise judgement and discretion in completing day to day tasks.

Enquiries to Kim Bennett, Department of Health and Human Services, phone (03) 6336 5784, email kim.bennett@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

AMBULANCE TASMANIA

Clinical Deployment Officer—4 Vacancies (518987).

Applications Close:—Friday, 9 July 2010.

Salary:—\$67,862 p.a.

Tasmanian Ambulance Service Award, Clinical Deployment Officer.

Permanent full-time shift work (12 month Fixed-term appointments may be considered).

Location:—Hobart.

Duties:—To effectively supervise communications centre employees and co-ordinate the provision of ambulance services through the efficient deployment of ambulance resources. Provide clinical advice, direction and operational support.

Essential Requirements:—Holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service.

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, 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.

Enquiries to Bob Holton, Department of Health and Human Services, phone 0417 315605, email bob.holton@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

AMBULANCE TASMANIA

Director, Clinical Services (519476).

Applications Close:—Friday, 16 July 2010.

Salary:—To be negotiated.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner (Salary commensurate with qualifications and experience).

Permanent full-time day work.

Location:—Hobart.

Duties: Direct and manage the clinical governance and patient safety programme for Ambulance Tasmania to ensure that the clinical care provided is safe, effective and in accordance with

contemporary standards and practice. Develop and monitor clinical targets and milestones ensuring the Service operates in an environment where the identification and management of incidents supports continual improvement in the Service.

Essential requirements: A medical practitioner who holds general, conditional or conditional registration for special purposes, registration under the Medical Practitioners Registration Act 1996 and has had a minimum of four year's relevant graduate experience.

OR.

Essential Requirements:—A registered Medical Practitioner who holds Australian Fellowship OR is a registered Medical Practitioner who holds Overseas Fellowship and is employed to a Specialist Medical Practitioner position by the Employer.

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

Enquiries to Kylie Taylor, phone (02) 8078 0304, email kyliet@ccentricgroup.com.

Please forward your application quoting the vacancy number to: Kylie Taylor at Ccentric Group, kyliet@ccentricgroup.com.

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

HEALTH AND HUMAN SERVICES

AMBULANCE TASMANIA

Executive Manager Health Transport (519598).

Applications Close:—Friday, 16 July 2010.

Salary:—\$92,929 – \$100,076 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Permanent full-time day work.

Location:—Hobart.

Duties:—The Executive Manager Health Transport is responsible for the provision of strategic leadership and direction and high-level advice and support to the Ambulance Tasmania Chief Executive Officer in relation to the strategic positioning and sustainability of non emergency health and community transport services in Tasmania. The Executive Manager, Health Transport is responsible for managing the delivery of safe, high quality, responsive and efficient non emergency health and community transport services to the people of Tasmania within an Ambulance Tasmania context.

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

Enquiries to Dominic Morgan, Department of Health and Human Services, phone (03) 62 308580, email dominic.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

AMBULANCE TASMANIA

Executive Support Officer (510546).

Applications Close:—Friday, 9 July 2010.

Salary:—\$53,384 – \$62,872 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Manage the efficient operation of the office of the Ambulance Tasmania Chief Executive Officer including the provision of high level executive and administrative support to the Chief Executive Officer. Co-ordinate the preparation of complex and confidential documentation, undertake research for Ministerial and Question Time Briefs, Freedom of Information requests and provide background notes for matters relating to the activities of the Branch.

Desirable Requirements:—Proven experience in, and understanding of, the provision of executive support in a demanding senior management environment with an ability to maintain effectiveness and work without supervision. Advanced analytical, organisational and investigative skills, together with the ability to think critically and solve problems. Ability to exercise initiative, judgment and discretion within a senior management environment particularly in regard to political and sensitive matters.

Enquiries to Gary O'Keefe, Department of Health and Human Services, phone (03) 63365772, email gary.okeefe@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

AMBULANCE TASMANIA

Volunteer Educator (510677).

Applications Close:—Friday, 9 July 2010.

Salary:—\$63,153 p.a.

Tasmanian Ambulance Service Award, Paramedic Educator, Level 1.

Permanent full-time shift work.

Location:—Hobart.

Duties:—Plan, implement and evaluate training programmes for the provision of community based volunteer ambulance services. Initiate, monitor and evaluate the delivery of education and training programmes, including curriculum development. Initiate, monitor and evaluate the delivery of education and training programmes, including curriculum development.

Holds a Bachelor of Paramedic Science and relevant work experience or other qualification approved by the Service.

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

Enquiries to Noel Dalwood, Department of Health and Human Services, phone (03) 62308537, email noel.dalwood@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

BUSINESS SERVICES NETWORK

BSN HR Services

Pay Personnel

Pay/Personnel Advisor (516258).

Applications Close:—Friday, 9 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

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

Fixed-term full-time day work from As soon as possible for a period of 12 months (with the possibility of a further extension).

Location:—Hobart or Launceston.

Duties:—Provide leadership, instruction and guidance to Pay/Personnel staff responsible for the processing and production of the Department's payroll and personnel functions including leave, recruitment, selection and transfer services. The occupant of this position will be responsible for co-ordinating the Staff Movements Project on a statewide basis.

Desirable Requirements:—A demonstrated proficiency, knowledge and experience in the co-ordination of the accurate, effective and efficient payroll and personnel functions including leave, recruitment, selection and transfer services. Demonstrated ability to lead and work effectively as part of a team including the ability to guide, motivate, train and develop staff of a Pay/Personnel processing team. Demonstrated knowledge and understanding of Federal and State employment legislation combined with an ability to apply awards, agreements and policy documents.

Enquiries to Sue Strugnell, Department of Health and Human Services, phone (03) 6233 4884, email sue.strugnell@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

BUSINESS SERVICES NETWORK

BSN HR Services

Pay Personnel

Pay/Personnel Officer (516260).

Applications Close:—Friday, 9 July 2010.

Salary:—\$48,439 – \$52,727 p.a.

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

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

Location:—Launceston.

Duties:—As a member of the Pay/Personnel Unit, perform multiple and diverse tasks associated with the maintenance of human resource services, specifically those associated with pay and personnel activities. Work requires the application of conventional practices, methods and standards according to established guidelines, systems and processes.

Desirable Requirements:—Knowledge and understanding of payroll processing, personnel functions and legislative provisions, including policies, guidelines and protocols covering employees of the Department or ability to acquire this knowledge based on past experience. Demonstrated experience and ability with an electronic payroll/HR system together with competency in the use of office software packages. Demonstrated ability to use initiative and a commitment to continuous quality improvement with the ability to examine information and recommend on an appropriate course of action.

Enquiries to Sue Strugnell, Department of Health and Human Services, phone (03) 6233 4884, email sue.strugnell@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

BUSINESS SERVICES NETWORK

Care and Business Solutions

Area Support Manager PAS (519580).

Applications Close:—Friday, 9 July 2010.

Salary:—\$69,202 – \$81,965 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—The Area Support Manager (PAS) will assist the Manager (PAS) Support in the successful administration of the statewide Patient Administration System (PAS), iPatient Manager (iPM). Effective and efficient support will be provided via a small central team overseeing the system, together with teams located in each region of the Area Health Services. The Area Support Manager (PAS) leads the regional team providing operational and end user support to the relevant Area Health Service.

Desirable Requirements:—Sound working knowledge of the iPM Patient Administration System (or the ability to quickly acquire) and how it is used to support both the business of the Dept of Health and Human Services and the business of the Area Health Service. Demonstrated ability to successfully lead complex Information Systems projects, with a demonstrated ability to identify opportunities for process innovation, consider and develop options and recommend effective solutions. High level interpersonal and oral communication skills, including the ability to liaise and negotiate and interact effectively with staff at all levels.

Enquiries to Mark Upton, Department of Health and Human Services, phone (03) 6222 8687, mobile 0417 578 122, email mark.upton@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

CARE REFORM

Human Resources Strategy and Policy

Human Resources Advisor (511519).

Applications Close:—Friday, 9 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—The Human Resources (HR) Advisor Policy and Communications develops innovative Human Resource solutions for a broad range of workforce issues and implements a range of HR policies, frameworks and strategies for the Department of Health and Human Services (DHHS) to ensure the Agency continues to build its workforce capability.

Desirable Requirements:—Team Work – working in a small team with competing priorities you will be able to support and collaborate with team members to achieve goals. Building Productive Networks – you will be able to effectively develop productive networks and communication channels with a variety of stakeholders both internally and externally to ensure the Unit can meet its goals. Committed and Enthusiastic – you will be committed and enthusiastic to implementing contemporary HR practices across the Agency to affect positive change for our DHHS workforce. This will be evidenced by a track record of identifying and developing contemporary solutions to HR issues.

Enquiries to Kathleen Fisher, Department of Health and Human Services, phone (03) 62333177, email kathleen.fisher@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

CHIEF HEALTH OFFICER

Population Health

Administrative Assistant (515315).

Applications Close:—Friday, 9 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—As a member of the Business Support Unit, the Administrative Assistant provides high level administrative and business support to the Managers and staff of the Population Health Business Unit as required.

Desirable Requirements:—Demonstrated ability to effectively exercise initiative, judgement and discretion in an environment subject to work pressures and strict deadlines. Effective organizational and office management skills including the ability to complete a wide range of tasks with a high degree of accuracy with a minimum of supervision and within established guidelines. Proficient keyboard skills including

knowledge and experience in the use of word processing, spreadsheets, databases and graphics functions and email, and the ability to provide assistance to other Population Health staff as required.

Enquiries to Felicity Poulter, Department of Health and Human Services, phone (03) 62 227723, email felicity.poulter@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

FINANCE AND BUSINESS PERFORMANCE

Financial Management

Capital Asset Analyst (519603).

Applications Close:—Friday, 16 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—The Capital Asset Analyst, as part of the Budget and Reporting Team, assists the Principal Finance Officer and Corporate Accountant in co-ordinating, managing and monitoring the Department's capital and operational budgets and preparation of the Department's annual financial statements, assists in the management of the non-current physical asset register, with an emphasis on capital projects, and undertakes appropriate liaison with a variety of business unit finance managers and personnel and regular reporting to senior committees, Ministers and Treasury on the status of the Department's capital asset programme/position.

Desirable Requirements:—Teamwork, Demonstrated skills in working well with others in the pursuit of team and section goals, supporting team members in a professional manner and showing consideration and respect for others. Flexibility, Demonstrated adaptability and the ability to respond professionally and adjust easily to changing work demands, circumstances, priorities, and timeframes. Problem Solving, Demonstrated ability to think logically, seek all relevant information, analyse issues and make appropriate recommendations. Verbal Communication Skills – Demonstrated ability to confidently convey ideas and information to a variety of people with differing levels of financial acumen and the ability to understand and meet the needs of the audience. Written Communication Skills, Demonstrated skills in organising information in a logical sequence and writing clear and concise documents which are easily understood. Specific Knowledge in relation to accounting/finance/budgets, Possess an understanding of complex accounting and budgetary systems, procedures and practices, with previous experience in accounting, reporting and managing capital assets an advantage.

Enquiries to Pam Marriott, Department of Health and Human Services, phone (03) 6236 5808, email pam.marriott@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

HUMAN SERVICES

Youth Worker (517171).

Applications Close:—Friday, 9 July 2010.

Salary:—\$53,384 – \$62,872 p.a.

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

Permanent full-time day work.

Location:—DCYFS, Youth Justice Services, North West.

Duties:—As part of Youth Justice Team provide operational and outcome focused restorative justice services in the community to clients who are subject to diversionary programmes and legal orders.

Desirable Requirements:—Ability to supervise, support, motivate and engage constructively with young people and act as a positive role model. Ability to impose reasonable limits and controls for young people and deal effectively with challenging behaviours. Understanding of adolescent development and the issues impacting on young people particularly in the youth justice context.

Essential Requirements:—Class 1: Drivers License.

Class 2: A Diploma qualification appropriate for the work to be performed or an equivalent qualification determined by the State Service Commissioner under Section 37(5) of the State Service Act 2000 to be equivalent thereto AND a Drivers License.

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

Enquiries to David Fischmann, Department of Health and Human Services, phone (03) 6434 6229, email david.fischmann@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

HUMAN SERVICES

Disability, Child, Youth and Family Services

Child and Family Health Nurse (500893).

Applications Close:—Friday, 9 July 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time day work (53.2 hours per fortnight).

Location:—DCYFS, Children and Family Services, North.

Duties:—Within a Primary Health Care framework and in accordance with the philosophy of Child Health and Parenting Service, Agency policy and legal requirements, the Child and Family Health Nurse will: provide assessment, care and support to individuals/groups; undertake all aspects of early identification and early intervention activities and participate in community development and health promotion activities.

This position is based at Scottsdale and provides services to the North East region.

Desirable Requirements:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same. Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice. Demonstrated clinical skills appropriate to the area of family and child health nursing.

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

Current Drivers Licence.

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

Enquiries to Roslyn Wilson, Department of Health and Human Services, phone (03) 6336 2155, email ros.wilson@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

HUMAN SERVICES

Disability, Child, Youth and Family Services

Child and Family Health Nurse (500928).

Applications Close:—Friday, 9 July 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time day work. Part-time hours may be considered on negotiation.

Location:—DCYFS, Children and Family Services, South West.

Duties:—Within a Primary Health Care framework and in accordance with the philosophy of Child Health and Parenting Service, Agency policy and legal requirements, the Child and Family Health Nurse will: provide assessment, care and support to individuals and groups; undertake all aspects of early identification and early intervention activities and participate in community development and health promotion activities.

Desirable Requirements:—Minimum of 3 years post basic registration nursing experience and holds a relevant tertiary qualification or is working towards same. Comprehensive knowledge of the principles of primary health care and ability to apply these principles in practice. Demonstrated clinical skills appropriate to the area of family and child health nursing.

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

Current Drivers Licence.

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

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

Enquiries to Jean Shaw, Department of Health and Human Services, phone (03) 6230 7884, email jean.shaw@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

HUMAN SERVICES

Disability, Child, Youth and Family Services

Manager Community Partnership Team (519419).

Applications Close:—Friday, 9 July 2010.

Salary:—\$83,041 – \$90,513 p.a.

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

Permanent full-time day work.

Location:—DCYFS, North.

Duties:—The Manager will be responsible for managing a team of employees with a range of portfolio, contract management and service development/redevelopment responsibilities. The role is responsible for the development of collaborative relationships with the Community Sector agencies in order to ensure quality service provision, effective contract management and efficient complaints and risk management strategies. The Manager provides leadership in the support of the Area Advisory Group. As a member of the Area Executive the Manager contributes to strategic planning and complex service delivery issues.

Demonstrated management skills including an ability to manage human, financial and physical resources and monitor the effectiveness and efficiency of service delivery. Capacity to lead and motivate staff in an environment of competing priorities and major organizational change. High level interpersonal skills including consultation, presentations, communication, negotiation and conflict resolution skills and the demonstrated ability to identify and negotiate mutually acceptable solutions in situations of differing interests.

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

Enquiries to Mike Willie, Department of Health and Human Services, phone (03) 6336-2235, email mike.willie@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

HUMAN SERVICES

*Disability, Child, Youth and Family Services***Provisional Psychologist (515208a).**

Applications Close:—Friday, 16 July 2010.

Salary:—\$45,990 – \$73,789 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

Fixed-term part-time day work (38.0 hours per fortnight) commencing As soon as possible for a period of up to 2 years.

Location:—DCYFS, Children and Family Services, North West.

Duties:—Under regular professional supervision provide specialist services to children, young people and families affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework.

The Department of Health and Human Services is a lead agency within the whole of government initiative known as Safe at Home. The Children and Young Persons' Programme (CHYPP) was established as part of the Safe at Home whole of government integrated response to family violence within Tasmania.

CHYPP is located within the Family Violence Counselling and Support Service (FVCSS) in the Department of Health and Human Services (DHHS) and works in close collaboration with other key Safe at Home agencies.

PLEASE NOTE: This position is also advertised as Psychologist (517844). There is only one vacancy which will be filled on merit.

Desirable Requirements:—Knowledge of the impacts of family violence and the capacity to work with children, adolescents and their families, who have experienced family violence.

Knowledge and the ability to undertake psychological assessments, interventions and provide therapeutic services to children and young people with complex needs, including an awareness of developmental impacts.

Well developed communication skills both in written and verbal form.

Essential Requirements:—Eligible for provisional registration as a Psychologist in Tasmania and a four year degree in Psychology or equivalent as deemed by the Psychologists 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, transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Jane Flemming, Department of Health and Human Services, phone (03) 6336 2283, mobile 0417 560 457, email jane.flemming@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

HUMAN SERVICES

*Disability, Child, Youth and Family Services***Psychologist (517844).**

Applications Close:—Friday, 16 July 2010.

Salary:—\$70,674 – \$81,065 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional Level 3.

Permanent part-time day work (38.0 hours per fortnight).

Location:—DCYFS, Children and Family Services, North West.

Duties:—Provide specialist services to children, young people and families affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework.

The Department of Health and Human Services is a lead agency within the whole of government initiative known as Safe at Home. The Children and Young Persons' Programme (CHYPP) was established as part of the Safe at Home whole of government integrated response to family violence within Tasmania.

CHYPP is located within the Family Violence Counselling and Support Service (FVCSS) in the Department of Health and Human Services (DHHS) and works in close collaboration with other key Safe at Home agencies.

PLEASE NOTE: This position is also advertised as Provisional Psychologist (515208a). There is only one vacancy which will be filled on merit.

Desirable Requirements:—Demonstrated knowledge and experience in working with children, adolescents and their families, together with a good understanding of the effect of family violence on their developmental needs.

Demonstrated knowledge and experience in the provision of assessments, supports and therapeutic services to children and young people with complex needs, including the ability to liaise effectively with carers and other service providers.

Ability to work collaboratively as a part of a multidisciplinary team, including the capacity to consult, provide community education and develop working relationships with families and other service providers.

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

Enquiries to Jane Fleming, Department of Health and Human Services, phone (03) 6336 2283, mobile 0417 560 457, email jane.flemming@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

NORTH WEST AREA HEALTH SERVICE

Media and Communications Manager (518376).

Applications Close:—Friday, 16 July 2010.

Salary:—\$83,041 – \$90,513 p.a.

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

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

Location:—North West Area Health Service.

Duties:—Working with the Chief Executive Officer to lead the North West Area Health Services (NWAHS) public and internal information and communication programmes. Ensure an accurate and timely response to the media in regard to NWAHS and promote awareness of the Areas services to the community. Liaise and work with the staff of the Department of Health and Human Services, NWAHS and the Rural Clinical School in organising events and on media issues.

Desirable Requirements:—Previous experience in a media or public relations role of a medium to large size organisation.

Enquiries to Nikki Karpeles, Department of Health and Human Services, phone (03) 6490 8975, email nikki.karpeles@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

NORTH WEST AREA HEALTH SERVICE

*Mersey Community Hospital***Physiotherapy Assistant (516082).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$42,877 – \$46,722 pro rata.

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

Fixed-term part-time day work, working 40.5 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 17 September 2010.

Location:—Physiotherapy Services, Mersey Community Hospital.

Duties:—Assist the Physiotherapists in the provision of optimal care for in-patients admitted with respiratory conditions, neurological disorders, falls, surgical and orthopaedic conditions.

Highly Desirable:—Previous experience in hospital or aged care facilities desirable.

Accreditation with the Australian Physiotherapy Association Assistants Special Interest group an advantage.

Desirable Requirements:—Effective documentation and data collection skills. Effective communication and interpersonal skills. Ability to assist and motivate clients to undertake their rehabilitation programmes, attain optimal independence and perform activities of daily living.

Enquiries to Peter Watson, Department of Health and Human Services, phone (03) 64306608, email physio.burnie@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

NORTH WEST AREA HEALTH SERVICE

*Mersey Community Hospital***Physiotherapy Team Leader (517481).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$81,065 – \$89,659 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, 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 2011.

Location:—Physiotherapy Services, Mersey Community Hospital.

Duties:—Provide leadership and direction in the strategic development and management of inpatient physiotherapy services in the North West Area Health Service (NWAHS) predominately based at the Mersey Community Hospital. Provide leadership and direction in the management of inpatient physiotherapy services for the NWAHS across sites. 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.NWAHS, acute and primary health.

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

Enquiries to Peter Watson, Department of Health and Human Services, phone (03) 64306608, email peter.watson@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

NORTH WEST AREA HEALTH SERVICE

*North West Regional Hospital***Allocations/Rostering Clerk (502118).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$48,439 – \$52,727 p.a.

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

Permanent part-time day work, 68 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Administration, North West Regional Hospital.

Duties:—To maintain the nursing establishment, identify vacancies and shortfalls and initiate the recruitment/selection process. To manage the forward planning of allocated annual leave for all nursing staff within the budgetary restraints of the Agency. Provide ProAct support to Nurse Unit Managers as required.

Desirable Requirements:—Extensive experience in rostering, including the ability to create, identify and extend line rotations, database management, staffing establishment, staffing skill mix and reporting, NHpPD reporting. Well developed skills in the use of a computer and the associated software required for the position. Knowledge of and ability to utilise ProAct.

Enquiries to Louella Smith, Department of Health and Human Services, phone (03) 6430 6503, email louella.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

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Pharmacist, Early Intervention Interdisciplinary Service (519527).

Applications Close:—Friday, 9 July 2010.

Salary:—\$45,990 – \$73,789 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

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

Location:—Pharmacy, North West Regional Hospital.

Duties:—To provide clinical review to patients of the Early Intervention Interdisciplinary Service. To provide drug information to health professionals and consumers, evaluate the drug therapies used by patients awaiting surgery and recommend changes to drug therapy that maximise the outcomes of surgery. To provide general pharmacy services. Responsible to the Manager of Pharmacy Services and Deputy Manager Physiotherapy.

Essential Requirements:—Entitled to be granted registration by the Pharmacy Board of Australia.

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

Enquiries to Tom Simpson, Department of Health and Human Services, phone (03) 6430 6717, email tom.simpson@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

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Senior Physiotherapist Womens Health Education (513834).

Applications Close:—Friday, 9 July 2010.

Salary:—\$70,674 – \$81,065 pro rata.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 3.

Fixed-term part-time day work, 28 hours per fortnight, commencing As soon as possible until 11 July 2011. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Devonport Community and Health Services Centre and various locations across the North West.

Duties:—To provide and promote optimal Outpatient and Inpatient physiotherapy care for patients requiring education and treatment for womens health conditions, including Lymphoedema and continence care. Develop the physiotherapy service for women on the North West Coast ensuring that referring agents are aware of any changes and developments to service delivery.

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

Enquiries to Peter Watson, Department of Health and Human Services, phone (03) 6430 6608, email physio.burnie@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

NORTH WEST AREA HEALTH SERVICE

Primary Health Services North West

Foot Care/Therapy Assistant (513909).

Applications Close:—Friday, 9 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

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

Location:—Devonport Community and Health Services Centre.

Duties:—To assist the Podiatry Manager to deliver foot-care services to patients identified as requiring such care in the North West Area Health Service. To work as a member of the podiatry team and within other multidisciplinary teams to provide foot-care to appropriate patients. Provide administrative support to the Podiatry service as directed. Prepare and maintain the clinical environment including sterilisation duties. Participate in staff meetings, professional development and quality improvement activities.

Desirable Requirements:—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, transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug

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

Enquiries to Andrew Chappell, Department of Health and Human Services, phone (03) 6421 7738, email andrew.chappell@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

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Clinical Nurse—2 Vacancies.

Applications Close:—Friday, 9 July 2010.

Salary:—\$65,595 – \$69,363 pro rata.

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

Vacancy No. 519644.

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

Location:—Intensive Care Unit.

Vacancy No. 519645.

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

Location:—Intensive Care Unit.

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

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

Please do not email the contact person with your application. Addressing the selection criteria is mandatory to be considered for these positions.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@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 or email your application to dhhs.recruitment@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Clinical Nurse—2 Vacancies.

Applications Close:—Friday, 9 July 2010.

Salary:—\$65,595 – \$69,363 pro rata.

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

Vacancy No. 519646.

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

Location:—Intensive Care Unit.

Vacancy No. 519647.

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

Location:—Intensive Care Unit.

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

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

Please do not email the contact person with your application.

Addressing the selection criteria is mandatory to be considered for these positions.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@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 or email your application to dhhs.recruitment@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Medical Scientist (503668).

Applications Close:—Friday, 9 July 2010.

Salary:—\$45,990 – \$73,789 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 1-2.

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

Location:—Pathology.

Duties:—To contribute to the provision of an effective Pathology Service. To perform professional work in one or more sections of the Pathology Department, under general professional guidance from the Scientist in Charge. To perform normal professional work and complex or critical laboratory work under professional supervision.

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

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

Enquiries to Peter Dadson, Department of Health and Human Services, phone (03) 63487668, email Peter Dadson.

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

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Registered Nurse—7 Vacancies.

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

Vacancy No. 519651.

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

Location:—Intensive Care Unit.

Vacancy No. 519652.

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

Location:—Intensive Care Unit.

Vacancy No. 519653.

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

Location:—Intensive Care Unit.

Vacancy No. 519654.

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

Location:—Intensive Care Unit.

Vacancy No. 519655.

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

Location:—Intensive Care Unit.

Vacancy No. 519656.

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

Location:—Intensive Care Unit.

Vacancy No. 519657.

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

Location:—Intensive Care Unit.

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

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

Please do not email the contact person with your application.

Addressing the selection criteria is mandatory to be considered for these positions.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@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 or email your application to dhhs.recruitment@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Registered Nurse—3 Vacancies.

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

Vacancy No. 519658.

Permanent part-time shift work (fully rotational), working 72.2 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care Unit.

Vacancy No. 519659.

Permanent part-time shift work (fully rotational), working 72.2 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care Unit.

Vacancy No. 519660.

Permanent part-time shift work (fully rotational), working 72.2 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care Unit.

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

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

Please do not email the contact person with your application.

Addressing the selection criteria is mandatory to be considered for these positions.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@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 or email your application to dhhs.recruitment@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Registered Nurse—3 Vacancies.**

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

Vacancy No. 519648.

Permanent part-time shift work (fully rotational), working 56 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care Unit.

Vacancy No. 519649.

Permanent part-time shift work (fully rotational), working 56 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care Unit.

Vacancy No. 519650.

Permanent part-time shift work (fully rotational), working 56 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Intensive Care Unit.

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

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

Please do not email the contact person with your application.

Addressing the selection criteria is mandatory to be considered for these positions.

Enquiries to Jenny Parker, Department of Health and Human Services, phone (03) 63487513, email jenny.parker@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 or email your application to dhhs.recruitment@dhhs.tas.gov.au.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Registered Nurse (503745).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

Fixed-term part-time day work (with oncall), working 48 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Angiography Services.

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

Enquiries to Shelley Foale, Department of Health and Human Services, phone (03) 63488722, email shelley.foale@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

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Senior Specialist Radiographer, MRI (517829).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$81,065 – \$89,659 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, 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 19 July 2011.

Location:—Radiology.

Duties:—To be the senior specialist radiographer for MRI, providing expert advice and fostering the continued development and improvement of the service. To provide safe and compassionate patient care founded on excellence in: practice, teaching and research, respect and inclusive leadership.

Essential Requirements:—Entitled to be granted registration in Tasmania by the Medical Radiation Science Professionals Registration Board (MRSPRB).

Enquiries to Garth Faulkner, Department of Health and Human Services, phone (03) 63487085, email garth.faulkner@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

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Technical Officer (503671).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$48,439 – \$52,727 p.a.

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

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

Location:—Pathology.

Duties:—The occupant of this position is a qualified technical practitioner. The duties include technical work performed in accordance with conventional practices, methods and standards and requires sufficient understanding to adjust, adapt and modify parameters where necessary. The work is performed under the general technical direction and the general technical supervision of the laboratory supervisors. The main focus of the position is in assisting pathologists and scientists in the efficient operation of the department.

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

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

Enquiries to Peter Dadson, Department of Health and Human Services, phone (03) 63487668, email peter.dadson@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

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Community Health Nurse (Relief) (504238).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual shift work (fully rotational), as and when required, commencing 1 August 2010 to 28 July 2012.

Location:—Launceston.

Duties:—Functions as an advanced clinical practitioner in nursing, using evidenced based practices. In accordance with Primary Health Care principles, Agency Policies, legal requirements and professional competencies; the Community Health nurse provides nursing care to individuals and

families, participates in community needs assessments and the development and implementation of health promotion programmes. Collaborates with other members of the health care team to ensure the delivery of high quality health care. Recognises that the health of individuals and the community is influenced by social and environmental factors as well as individuals access to health services, therefore plans and delivers services accordingly.

Desirable Requirements:—Holds, or is working towards, appropriate tertiary qualifications.

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

Current Drivers Licence.

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

Enquiries to Jan Allford, Department of Health and Human Services, phone (03) 6336 4453, email jan.allford@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

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Community Nurse (504694).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$58,055 – \$69,363 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

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

Location:—Launceston.

Duties:—Functions as an advanced clinical practitioner in nursing, using evidenced based practices. In accordance with Primary Health Care principles, Agency Policies, legal requirements and professional competencies; the Community Health nurse provides nursing care to individuals and families, participates in community needs assessments and the development and implementation of health promotion programmes. Collaborates with other members of the health care team to ensure the delivery of high quality health care. Recognises that the health of individuals and the community is influenced by social and environmental factors as well as individuals access to health services, therefore plans and delivers services accordingly.

Desirable Requirements:—Holds, or is working towards, appropriate tertiary qualifications.

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

Current Drivers Licence.

The Commissioner has determined that the person nominated

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

Enquiries to Jan Allford, Department of Health and Human Services, phone (03) 6336 4453, email jan.allford@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

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Hospital Services Aide (Multi Skilled) (505880).

Applications Close:—Friday, 9 July 2010.

Salary:—\$38,264 – \$42,315 pro rata.

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

Permanent part-time day work, not working weekends but working public holidays, 20 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Deloraine District Hospital.

Duties:—To provide a high standard of support services to patients and staff in the day to day operation of the Deloraine District Hospital, including assisting nursing staff with the provision of nursing care by meeting the patients/residents nutritional, hygiene and toileting 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, transfer. The following checks are to be conducted: conviction check in the following areas—crimes of violence, sex related offences, serious drug offences and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

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

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Nurse Unit Manager (504368).

Applications Close:—Friday, 9 July 2010.

Salary:—\$79,725 – \$83,496 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time part-time day work (with oncall), working 64 hours per fortnight.

Location:—Northern Area Health Service.

Duties:—The Nurse Unit Manager will be required to provide leadership to the Northern Palliative Care Team. You will ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and interdisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the Northern Palliative Care Service.

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

Enquiries to Pat Wrigley, Department of Health and Human Services, phone (03) 6336 4128, email pat.wrigley@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

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Registered Nurse (518100).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

Permanent part-time shift work, 32 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Campbell Town Multi-Purpose Services.

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

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

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

Enquiries to Patsy Burgess, Department of Health and Human Services, phone (03) 6381 3300, email patsy.burgess@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Executive Officer (516003).

Applications Close:—Friday, 9 July 2010.

Salary:—\$69,202 – \$81,965 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide the Executive Director Acute Operations with high level advice and support on issues relating to the planning, implementation, performance management and evaluation functions of the Division. Manage a number of projects and consult with stakeholders, develop recommendations, provide information and implement agreed changes to enhance service delivery within Acute Operations. Develop a specialised knowledge of service models within Acute Operations and be the key contact for clinicians, staff and other stakeholders.

Enquiries to Julie Viecei, Department of Health and Human Services, phone (03) 6222 6803, email julie.viecei@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Staff Specialist, Clinical Haematologist (519615).

Applications Close:—Friday, 6 August 2010.

Salary:—See Below.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner (Salary commensurate with qualifications and experience).

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

PLEASE NOTE: Salary is commensurate with qualifications and experience.

Duties:—The Tasmanian Department of Health and Human Services invites applications for the position of Staff Specialist, Clinical Haematologist to work as a member of a team which provides clinical and diagnostic haematology services at the Royal Hobart Hospital. The hospital serves a population of approximately 250,000 people in southern Tasmania and is a tertiary referral centre for the rest of Tasmania (total population approximately 500,000).

The Royal Hobart Hospital includes most adult specialties as well as paediatrics and obstetrics, the Statewide Bone Marrow Transplant Service and the Tasmanian Haemophilia Centre. It has close ties with the University of Tasmania and the Menzies Research Institute and staff actively participate in relevant teaching and research programmes.

We offer:—strong professional and social networks, a salary commensurate with qualifications and experience, superannuation and salary packaging, relocation assistance, motor vehicle and associated expenses, a supportive and dynamic work environment, access to teaching, education

and research funds, Hobart offers a temperate climate with breathtaking World Heritage wilderness and pristine beaches close by which allow ready access to outdoor pursuits. The affordable housing, quality education system, stress-free commutes and excellent restaurants and entertainment are just a few of the other benefits.

Essential Requirements:—A registered Medical Practitioner who holds Australian Fellowship OR is a registered Medical Practitioner who holds Overseas Fellowship and is employed to a Specialist Medical Practitioner position by the Employer.

Enquiries to Dr Rosemary Harrup, Department of Health and Human Services, phone (03) 6222 8157, email rosemary.harrup@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Primary Health Services South***Administrative Assistant (519594).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Permanent full-time day work.

Location:—90 Davey St Hobart.

Duties:—The Hobart Community Health Nursing Service requires an experienced Administration Assistant to join our busy and dynamic team to support the Nurse Manager and Community Health Nursing staff. This role will require you to have an understanding and appreciation of the nursing service /clinics and be a good team player. You will be required to maintain and facilitate efficient flow of administrative information for all relevant service providers and provide efficient administrative duties and support to Hobart Community Health Nursing Services.

Desirable Requirements:—Demonstrated ability to provide excellent administrative duties including basic accounting and financial procedures. A sound understanding of information technology with an in-depth knowledge and understanding of a range of computer applications and the ability to convey this knowledge to others. Demonstrated ability to organise and prioritise workload in a demanding and diverse environment.

Enquiries to Anne Correy, Department of Health and Human Services, phone (03) 6222 7602, email anne.correy@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Primary Health Services South***Primary Health Care Co-ordinator (513107).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$69,202 – \$81,965 p.a.

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

Fixed-term full-time commencing As soon as possible until 29 June 2012.

Location:—Midlands Multi Purpose and Health Centre.

Duties:—The Regional Health Service requires a dynamic and enthusiastic person with a passion for primary health care to fulfill the role of Primary Health Care Co-ordinator. The role of the Primary Health Care Co-ordinator will develop and manage the planning, implementation and evaluation of the Commonwealth Rural Primary Health Services (RPHS) programme in the Southern Midlands municipality. The Southern Midlands currently has a population of more than 5800 and covers an area of 2611 square kilometres. The Primary Health Care Co-ordinator is required to work within a primary health care framework and facilitate programmes/activities towards improving the health and well being of the residence of the Southern Midlands municipality. The role requires the Primary Health Care Co-ordinator to maintain and develop strong linkages with new and existing service providers to promote the quality of health service delivery within the 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 Sarah Kitchin, Department of Health and Human Services, phone (03) 6254 5044, email sarah.kitchin@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital***Hospital Aide (517514).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$38,264 – \$42,315 pro rata.

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

Permanent part-time Shift Work (Fully Rotational) working 58 hours per fortnight.

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.

Enquiries to Tim Newham, Department of Health and Human Services, phone (03) 6222 8629, email tim.newham@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

SOUTHERN TASMANIA AREA HEALTH SERVICE

*Royal Hobart Hospital***Registered Nurse—3 Vacancies.**

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,012 – \$64,842 p.a.

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

Vacancy No. 509827.

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

Location:—Maternity Services, Royal Hobart Hospital.

Vacancy No. 509830.

Permanent full-time or part-time shiftwork, hours can be negotiated.

Location:—Maternity Services, Royal Hobart Hospital.

Vacancy No. 509809.

Permanent full-time or part-time shiftwork, hours can be negotiated.

Location:—Maternity Services, Royal Hobart Hospital.

Duties:—Strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals. In collaboration with members of the healthcare team plan, implement and evaluate patient/client care.

Please Note, Must have Midwifery Certificate.

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

Enquiries to Becky French, Department of Health and Human Services, phone (03) 6222 8299, email becky.french@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 AND MENTAL HEALTH SERVICES
Alcohol and Drug Services

Clinical Nurse (517988).

Applications Close:—Friday, 9 July 2010.

Salary:—\$65,595 – \$69,363 p.a.

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

Permanent full-time shift work.

Location:—St Johns Park, New Town.

Duties:—The occupant of this job will work as part of a multidisciplinary team and be responsible for providing quality treatment and interventions, specifically pharmacotherapy, for individuals who may be physically and or psychologically dependent on legal or illegal substances. The occupant will also be required to develop and maintain partnerships with other agencies, health professionals, community members and organisations to ensure effective service provision to individuals with substance abuse issues. This includes providing education and support services on issues that may be directly concerned or involved with people who use alcohol or other drugs.

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

Current Drivers Licence.

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

Enquiries to Allan Purcell, Department of Health and Human Services, phone (03) 6230 7974, email allan.purcell@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 AND MENTAL HEALTH SERVICES
Co-ordination and Innovation

Manager Information Technology (516711).

Applications Close:—Friday, 9 July 2010.

Salary:—\$92,929 – \$100,076 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—As a senior manager of Statewide and Mental Health and Services (SMHS) provide specialist, authoritative advice and support to the CEO, SMHS and Director Information Services Department of Health and Human Services (DHHS) in relation to integrated information and data management, information technology and ensure the management of information systems is delivered in accordance with the DHHS e-Health Strategy and relevant state and national operating frameworks.

Desirable Requirements:—Demonstrated knowledge, experience and skills in all aspects of the strategic use of electronic information management systems including the effective application of systems within a Healthcare setting. Demonstrated experience in the development, management and use of sophisticated information management systems including data warehousing, use of data cubes and dissemination of information using a range of tools, techniques and mediums. Demonstrated management skills, with proven ability in providing complex data reporting and information management services, planning and performance management in a large and complex organisation.

Enquiries to Nick Goddard, Department of Health and Human Services, phone (03) 6230 7721, email nick.goddard@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 AND MENTAL HEALTH SERVICES
Health and Wellbeing Services
Cancer Screening and Control Service

Manager Screening Services (519477).

Applications Close:—Friday, 9 July 2010.

Salary:—\$69,202 – \$81,965 p.a.

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

Permanent full-time day work.

Location:—25 Argyle Street, Hobart.

Duties:—The role of the Manager Screening Services will be to manage the day-to-day responsibilities of Screening Support Officers (SSOs) who support breast cancer screening and assessment services. To provide leadership and support in building and maintaining a team of SSOs able to work effectively and efficiently across the scope of the BreastScreen Tasmania Screening Support Officers duties. As part of the management team and in consultation with other senior staff, you will be required to benchmark BreastScreen Tasmania service delivery and develop plans and strategies to meet national standards and objectives.

Desirable Requirements:—Proven managerial experience with an ability to achieve results under pressure and demonstrated time management skills to cope with competing priorities and timeframes. Proven leadership experience with an ability to mentor and develop individuals, resolve conflict and create a united team that can be lead through change. High-level communication skills with an ability to effectively negotiate and liaise with a range of clinicians and administration staff at all levels.

Enquiries to Jane Wood, Department of Health and Human Services, phone (03) 6216 4310, email 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

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Customer Service Officer—2 Vacancies.

Applications Close:—Friday, 9 July 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Vacancy No. 518012.

Permanent full-time day work.

Location:—North West Region.

Vacancy No. 511396.

Fixed-term full-time day work commencing As soon as possible until 5 August 2011.

Location:—North West Region.

Duties:—The Customer Service Officer will be required to provide an efficient and effective reception service to all clients and centre based staff as well as administrative and clerical support to Oral Health Services Tasmania staff and external service providers. You will liaise and assist in the co-ordination of the day to day functions of the Dental Centre and community clinics and provide a clerical support service in relation to the administrative functions associated with primary patient care.

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

Enquiries to Jane McPherson, Department of Health and Human Services, phone (03) 6440 7120, email jane.mcpherson@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 AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Dental Laboratory Manager—3 Vacancies.

Applications Close:—Friday, 16 July 2010.

Salary:—\$65,248 – \$68,223 p.a.

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

Vacancy No. 519334.

Permanent full-time day work.

Location:—Oral Health Services Tasmania South.

Vacancy No. 519335.

Permanent full-time day work.

Location:—Oral Health Services Tasmania North.

Vacancy No. 519336.

Permanent full-time day work.

Location:—Oral Health Services Tasmania North West.

Duties:—Manages the dental laboratory by co-ordinating and supervising the delivery of high quality public oral health services in the specialised field of dental laboratory technology within the collaborative and multi-disciplinary framework of Oral Health Services Tasmania (OHST). Develops and promotes an efficient and supportive dental technical team environment. Maintains collaborative relationships with service providers to ensure effective, high quality professional services are delivered to clients of OHST. Works within a dental team to maintain a high level of technical skills and high quality dental prosthetic service.

Essential Requirements:—Satisfactory completion of Certificate Level IV in Dental Technology or equivalent.

Enquiries to David Imlach, Department of Health and Human Services, phone (03) 6434 4146, email david.implach@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 AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Quality Assurance Officer (517948).

Applications Close:—Friday, 9 July 2010.

Salary:—\$53,384 – \$62,872 p.a.

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

Permanent full-time Permanent.

Location:—Oral Health Services Tasmania South.

Duties:—The role of the Quality Assurance Officer is to undertake internal reviews using contemporary audit methods to assess the efficiency and effectiveness of internal control systems within Oral Health Services Tasmania (OHST). As a member of the Quality and Clinical Standards unit you will be required to undertake quality assurance activities in respect to equipment in use at OHST to ensure compliance with relevant standards and legislation and contribute to data collection, aggregation, and reporting of service delivery activities.

Desirable Requirements:—An understanding of auditing processes and their use in improving service delivery outcomes in a clinical environment. Demonstrated ability to manipulate and format data for reporting purposes.

Strong interpersonal skills including the capacity to interact with clinical and administrative staff, members of the public, and other stakeholders.

Enquiries to Robyn Nikolai, Department of Health and Human Services, phone (03) 6214 5402, email robyn.nikolai@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 AND MENTAL HEALTH SERVICES
Mental Health Services North

Community Mental Health Nurse (504911).

Applications Close:—Friday, 16 July 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time day work.

Location:—Mental Health Services North.

Duties:—The Adult Community Mental Health Service Northern Tasmania provides a specialist mental health service to clients and their families/carers within the community setting, according to evidence based practices and recovery principles. Adult Community Mental Health Nurses work 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. They support and work in collaboration with primary health care professionals and community service organisations providing care in a 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 practising certificate or be authorised by the Nursing Board of Tasmania to work in a psychiatric nursing position.

A current drivers licence.

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

Enquiries to Raelene Tabor, Department of Health and Human Services, phone (03) 6336 2185, email 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 AND MENTAL HEALTH SERVICES
Mental Health Services Statewide

Data Management and Reporting Consultant (500994).

Applications Close:—Friday, 9 July 2010.

Salary:—\$69,202 – \$81,965 p.a.

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

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—The role of the Data Management and Reporting Consultant is to assist the Team Leader, Information Systems and Performance, in a wide range of tasks to ensure the implementation, active use of, and effective

on-going management of Mental Health Services statewide community mental health information systems. Specifically, this involves oversight of the collection, analysis, evaluation and updating of Mental Health information. Manage the maintenance of information systems (application support, data collection regime completeness and compliance, data audits, reporting, ad-hoc training and systems administration).

Desirable Requirements:—Experience in conducting and managing health-related research or evaluation projects; development, implementation and administration of information systems; and the management of clinical record systems. Demonstrated ability to effectively utilise a broad range of computer software including word processing, spreadsheets, relational and flat-file databases, statistical analysis, flow-charting, presentation, and project management software. Ability and experience in the design, implementation, conduct and evaluation of training programmes.

Enquiries to Brian Stokes, Department of Health and Human Services, phone (03) 6230 7781, email brian.stokes@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
STRATEGIC AND PORTFOLIO SERVICES

Issues Management and Media Relations Advisor (517349).

Applications Close:—Friday, 9 July 2010.

Salary:—\$83,041 – \$90,513 p.a.

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

Fixed-term full-time day work from As soon as possible for a period of 15 months.

Location:—Hobart.

Duties:—Develop and implement the Agency's long-term media and issues management strategy and provide a first point of media contact for key issues affecting Health and Human Services in Tasmania.

Desirable Requirements:—High-level extensive professional issues management and media experience with demonstrated experience in the provision of issues management and media advice on major public issues at either a national or state level. Demonstrated ability to operate at a senior management level and provide issues management and media advice to senior health and government executives in a multidisciplinary and diverse environment. Demonstrated ability to liaise constructively and successfully with media representatives at both the on-the-road reporting and senior management levels.

Enquiries to Adrian Lacey, Department of Health and Human Services, phone (03) 62 334890, email adrian.lacey@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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JUSTICE

TASMANIA PRISON SERVICE

General Manager (355605).

Applications Close:—Friday, 9 July 2010.

Salary:—\$141,357 See Below.

Correctional Officers Interim Agreement 2008, General Manager.

Permanent full-time salary package consists of salary and on-call allowance, superannuation and a private plated car.

Location:—Risdon Prison.

Duties:—Ensure that all activities and functions of the prison complex or a group of prisons are co-ordinated and consistent with the vision, mission and supporting behaviours of the Tasmania Prison Service. Co-ordinate the allocation of all resources for a prison complex or group of prisons. Manage and be actively involved in the professional development and performance assessment of staff.

The General Manager is required to participate in the on-call Directors roster. Participation is rostered on call for 1 week in every 3. An allowance of 17.5% is paid for participation in this roster.

Essential Requirements:—Diploma of Government or recognised equivalent such as Diploma of Frontline Management or Public Sector Management Course and Completion of the Diploma of Correctional Administration and Completion Advanced Case Management IV Correctional Practice (Custodial); and/or others.

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

Desirable Requirements:—Demonstrated commitment to the Tasmania Prison Service vision, mission, values, direction and supporting behaviours. Comprehensive understanding of contemporary correctional management and administration of those persons placed in custody in a humane, safe and secure manner.

Enquiries to Graeme Barber, Director of Prisons, Corrective Services, Department of Justice, phone (03) 6216 8191, email graeme.barber@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, HOBART TAS 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Courtney Bennett on (03) 6216 8183.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

JUSTICE

TASMANIA PRISON SERVICE

*Finance and Support Services***Cleaner (355910).**

Applications Close:—Friday, 9 July 2010.

Salary:—\$33,637 – \$41,899 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Permanent full-time 73.5 hours per fortnight.

Location:—Risdon Prison.

Duties:—Perform general cleaning duties, including floor and wall maintenance (vacuuming, washing, dusting) in offices, corridors, toilets and other areas throughout the Risdon Prison Complex as directed. Train and supervise wardsmen, ensuring that all cleaning is conducted to a high standard. Ensure equipment is used in a safe manner and report faults.

Essential Requirements:—

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

Enquiries to Wayne Campbell, Maintenance Supervisor, Tasmania Prison Service, Department of Justice, phone (03) 6216 8065, email wayne.campbell@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Wayne Campbell on (03) 6216 8065.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

JUSTICE

VICTIMS SUPPORT SERVICES

Counsellor (356174).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,097 – \$79,912 pro rata.

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

Fixed-term part-time 44.10 hours per fortnight working either Tuesday, Wednesday and Thursday or Wednesday, Thursday and Friday. Participation in promotion of a 24 hour call line will be required.

Location:—Devonport.

Duties:—Assist victims of crime by providing face to face and telephone counselling and support services, provision of assessment and case planning services, providing information about court systems and liaising with other service providers to co-ordinate client support services. Contribute to the development of service priorities, standards and guidelines for the work undertaken by Victims of Crime service.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required, as provided by a recognised university.

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

Enquiries to Maria Zagame, Team Leader, Victims of Crime Service, Department of Justice, phone (03) 6233 5002, email maria.zagame@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825 Hobart Tas 7001, phone (03) 6233 6809, fax (03) 6233 3254, email applications@justice.tas.gov.au.

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Janet McClung on (03) 6233 5002.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than three attachments in either Microsoft Word format or RTF (rich text format). Only those applicants shortlisted for interview will be contacted.

Ensure that your application is received by the actual closing date and time. Late applications will not be accepted.

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Information Technology Services

Information and Communications Technology Officer (Graduate) (002013).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,097 – \$63,737 p.a.

Tasmanian State Service Award, ICT Level 1, Graduate.

Permanent full-time.

Location:—Hobart.

Duties:—Assist in the administration, maintenance and support of the Department's data network, corporate databases and computing infrastructure. Conduct research into specialist information management services and give advice and support to employees on a wide range of information technology issues.

Essential Requirements:—

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

Qualifications and Experience:—A degree in Information Technology and/or Information Systems, requiring at least three years at University.

Eligibility for the Graduate Development Programme.

Employees employed within the Information Technology Branch will be required to undertake a criminal conviction check.

Enquiries to Ms Silvana Smillie, Manager, Application Development and Support, Information Technology Branch, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2455, email Silvana.Smillie@police.tas.gov.au.

Applications to Co-ordinator, Employee Relations, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

CORPORATE SERVICES

Information Technology Services

Information and Communication Technology Officer (ICT2) (002340).

Applications Close:—Friday, 9 July 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, ICT Level 2.

Permanent full-time.

Location:—Hobart.

Duties:—Administer, support, develop and maintain the Department's Information Technology applications and infrastructure.

Participate in, or lead a project team, including liaison with project managers and clients to ensure needs and expectations are met.

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

Qualifications and Experience:—Industry experience and/or either a Certificate 4 in Information Technology or equivalent industry qualifications. Degree qualification would be viewed favourably.

Employees employed within the Information Technology Branch will be required to undertake a criminal conviction check.

Proficiency in the use of HTML, DHTML, CSS, JavaScript, AJAX, Web Services, SQL 2008, open source software, Java, Groovy, Grails, C#, ASP.Net, ASP, GIS, ESBs, C/C++ and UniVerse will be highly regarded.

Enquiries to Ms Silvana Smillie, Manager Application Development and Support, Department of Police and Emergency Management, phone (03) 6230 2455, email silvana.smillie@police.tas.gov.au.

Applications to Co-ordinator, Employee Relations, Department of Police and Emergency Management, G.P.O. Box 308 HOBART TAS 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

SOUTHERN DISTRICT

Administration

Administrative Assistant (002091).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Manage the office of the Commander/ Director including the provision of high level executive assistance, maintenance of information systems, research and advice in relation to work practices and procedures.

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

Qualifications and Experience:—Knowledge and experience consistent with qualifications recognised at Certificate 3 and 4 or equivalent.

Enquiries to Mrs Sue Henry, Administrative Assistant, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2298, fax (03) 6230 2579, email Sue.Henry@police.tas.gov.au.

Applications to Co-ordinator, Employee Relations, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

SOUTHERN DISTRICT

Administration

Clerical Support Officer (001338).

Applications Close:—Friday, 9 July 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

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

Essential Requirements:—.

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

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

Enquiries to Mr Max Patermann, Executive Officer, Southern District Administration, Department of Police and Emergency Management, phone (03) 6230 2447, email max.patermann@police.tas.gov.au.

Applications to Co-ordinator, Employee Relations, Department of Police and Emergency Management, G.P.O. Box 308 HOBART TAS 7001, phone (03) 6230 2266, fax (03) 6230 2119, email applications@police.tas.gov.au.

Applicants should address the knowledge and skills (selection criteria) as outlined in the Statement of Duties. Applications forwarded by email receive an automatic response upon successful transmission. If no automated message is received within 24 hours, there may be a network, provider or system error which could prevent the application being received within DPEM. If no acknowledgement or system generated response is received please contact Employee Relations on (03) 6230 2266. Please ensure that your application is one attachment in either Microsoft Word format, PDF or RTF (rich text format).

PREMIER AND CABINET

MINISTERIAL AND PARLIAMENTARY SERVICES

Electorate Officer to the Deputy Premier (001056).

Applications Close:—Friday, 9 July 2010.

Salary:—To be negotiated.

Classification:—See Below.

Contract Position for the term of the current Tasmanian State Government.

Location:—Rosny Park.

Duties:—Manage the Electorate Office of the Member, provide assistance to constituents and be a point of contact for the electorate. Undertake quality research tasks, provide secretarial and reception support and where appropriate represent the Member at electorate events.

Desirable Requirements:—Experience in a similar position and an understanding of, and interest in local issues, and

a willingness to assist and represent the Minister and her constituents.

Current driver's licence.

Enquiries to Kaye Volkman, Office Manager, Department of Premier and Cabinet, phone (03) 6233 2816, email Kaye.Volkman@dpac.tas.gov.au.

Applications to Melanie Ludwig, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart TAS 7001, phone (03) 6270 5482, fax (03) 6233 2769, email job.application@dpac.tas.gov.au.

PREMIER AND CABINET

TMD

Service Delivery

Manager, Service Delivery (001160).

Applications Close:—Friday, 9 July 2010.

Salary:—\$101,638 – \$111,802 p.a.

Senior Executive, Level 1.

Contract Position.

Location:—Hobart.

Duties:—The Service Delivery Manager manages delivery and review of TMD's telecommunications, IT, and business services; and as a member of the TMD Executive Team, provides high-level policy, strategic advice, and leadership to meet whole-of-Government goals and to develop and deliver on TMD's business plans.

Desirable Requirements:—Formal tertiary qualifications in business or accounting disciplines and membership or eligibility for membership of a relevant professional body will be regarded as an advantage.

Enquiries to Elizabeth Stuart, Office Manager, Department of Premier and Cabinet, phone (03) 6270 5458, email Elizabeth.Stuart@dpac.tas.gov.au.

Applications to Melanie Ludwig, Executive Assistant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tas 7001, phone (03) 6270 5482, fax (03) 6233 2769, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

INFORMATION AND LAND SERVICES

Service Tasmania Operations

Client Service Officer (701449).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time for 13.30 hours per week.

Location:—St Helens/Northern Region.

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

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

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

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

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

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

Enquiries to Sue Bau-Clark, phone (03) 6336 2870, email sue.bau-clark@dpipwe.tas.gov.au.

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

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

INFORMATION AND LAND SERVICES

Service Tasmania Operations

Client Service Officer (700028).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time for 18.34 hours per week.

Location:—Beaconsfield/Northern Region.

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

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

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

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

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

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

Enquiries to Sue Bau-Clark, phone (03) 6336 2870, email sue.bau-clark@dpipwe.tas.gov.au.

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

PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations and Performance

Northern Region

Ranger in Charge (330898).

Applications Close:—Friday, 9 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 4 April 2011 (or until the return of the substantive occupant, whichever is the sooner).

Location:—Mersey Field Centre.

Commencing salary within the above range will be determined in accordance with qualifications and previous relevant experience. A percentage salary loading may be payable in addition to the annual award salary for those employees who are authorised to undertake work on weekends, public holidays, outside normal working hours and for performing first aid duties.

Duties:—Management of field centre operations and resources for the conservation and sustainable use of natural and cultural resources.

Essential Requirements:—A minimum of five years experience in reserve management or equivalent experience. A workplace Level 2 First Aid Certificate.

To access Band 4 Range 2 salary levels the following are essential:—A Diploma in Conservation and Land Management or other qualifications deemed equivalent.

Desirable Requirements:—A Diploma in Conservation and Land Management or other qualifications deemed equivalent. A current motor vehicle driver's licence.

Enquiries to Anne-Maree Smith, phone (03) 6336 5308, email anne-maree.smith@parks.tas.gov.au.

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

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

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

PUBLIC TRUSTEE

LEGAL SERVICES

Conveyancing Clerk (791172).

Applications Close:—Friday, 9 July 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—The successful applicant will be required to attend to all the steps for the completion of negotiation and settlement of contracts for the sale and purchase of land for the Public Trustee. In doing so they will conduct searches and prepare documents and correspondence and where required liaise with vendors, purchasers, mortgagors, mortgagees and legal practitioners in relation to land dealings. They will also be

required to take instructions, to draw and engross Wills for the clients of the Public Trustee where required and attend to other duties consistent with the relevant award classification.

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

Desirable Requirements:—Candidates should have sound experience in property conveyancing and demonstrated self management and time management skills including the ability to set and meet work objectives and manage concurrent tasks and issues. They should have the ability to work individually or as part of team in the professional delivery of client services. They should possess well developed communication skills including the ability to liaise, negotiate and resolve conflict.

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

Enquiries to Tim Levis, Corporate Solicitor, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6233 7978, email tlevis@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resource Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7001, phone 6233 7706, email kjohns@publictrustee.tas.gov.au.

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

PUBLIC TRUSTEE

TRUSTEE SERVICES

Trust Officer/Client Account Manager (790137).

Applications Close:—Friday, 9 July 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term full-time 2 year contract.

Location:—Hobart.

Duties:—The Trust Officer/Client Account Manager will provide effective management of a basic estate and trust administration caseload in accordance with relevant legislation, procedural guidelines and client instructions while exercising a formal discretion in relation to the management of these estates and trusts.

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

Desirable Requirements:—Candidates should have a good knowledge of or experience in the trustee industry or an associated industry, or the ability to acquire such knowledge quickly. This person will have the ability to work effectively either individually or as part of a team, well developed communication and interpersonal skills including the ability to deal with a wide range of people in a sensitive and confidential manner and the ability to promote excellent client service through identifying and understanding client needs and building effective relationships.

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

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

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

The Public Trustee is committed to being a competitive, efficient and caring provider of quality, independent, trustee services to the Tasmanian Community.

TREASURY AND FINANCE

BUDGET AND FINANCE DIVISION

Budget Management Branch

Specialist Budget Analyst (723809).

Applications Close:—Friday, 16 July 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—To manage development and implementation of the Government's Structured Infrastructure Investment Review Process project, provide advice to Government on Budget issues and assist in the development of the State Budget.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated capacity to manage complex projects; demonstrated financial analysis skills including knowledge of contemporary budget management; demonstrated ability to understand complex issues and identify possible solutions and good verbal and written communications skills.

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

Enquiries to Ross Smith, Assistant Director, Budget Management Branch, Department of Treasury and Finance, phone (03) 6233 5365, email ross.smith@treasury.tas.gov.au.

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

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

TREASURY AND FINANCE

CORPORATE SUPPORT DIVISION

Information Systems Branch

Information Systems Service Co-ordinator (724235).

Applications Close:—Friday, 16 July 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—This objective of this position is to improve the quality and efficiency of IT service delivery through the implementation of standard IT Infrastructure Library (ITIL) based processes and other projects as required.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated high-level skill and experience in IT Service delivery preferably using ITIL-based processes and associated ITIL-based service management tools; demonstrated high-level project and change management skills including but not limited to stakeholder engagement, project planning, project issue identification, tracking, and resolution, and benefits realisation and demonstrated high-level interpersonal communication skills, including the demonstrated ability to build relationships and negotiate effectively with customers and senior management.

Highly Desirable Requirements:—completion or partial completion of relevant tertiary or industry 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.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Revenue Branch

Principal Revenue Officer (723794).

Applications Close:—Friday, 16 July 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—This position contributes to the efficient and effective collection of State taxation revenue and the payment of a range of grants. As a part of the Legislation and Business Development section, you will be required to provide high level technical support and advice to internal and external stakeholders.

In the context of the selection criteria, to be successful in the position applicants will have:— demonstrated the ability to communicate effectively, both verbally and in writing, in a range of forums including an ability to mentor and coach staff; demonstrated the ability to liaise effectively with, and achieve consensus amongst, Team Leaders, Managers, Assistant Directors and Executive Management in contributing to the achievement of section and branch objectives and demonstrated the ability at a high level to interpret and administer legislation and to analyse and understand complex legal documentation and complex financial transactions.

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

Enquiries to Glenn Bounds, Assistant Director, Revenue Branch, Department of Treasury and Finance, phone (03) 6233

2694, email glenn.bounds@treasury.tas.gov.au.

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

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

TREASURY AND FINANCE

REVENUE, GAMING AND LICENSING DIVISION

Revenue Branch

Senior Research Officer (724227).

Applications Close:—Friday, 16 July 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—This position will undertake research relevant to implementing legislative reforms and assist in the preparation and delivery of client education material for taxpayers and external stakeholders. It will also assist with the implementation of Payroll Tax Harmonisation including tasks associated with

the national Payroll Tax Harmonisation Committee, of which Tasmania is a member and the Rulings Sub-Committee which Tasmania chairs and provide executive support to the Executive Director, Revenue Gaming and Licensing and the Director, Revenue.

In the context of the selection criteria, to be successful in the position applicants will have:—demonstrated the ability to communicate effectively, both verbally and in writing, in a range of forums; demonstrated the ability to liaise effectively with, and achieve consensus amongst, Team Leaders, Managers, Assistant Directors and Executive Management in contributing to the achievement of section and branch objectives and demonstrated the ability to interpret legislation and to prepare client education material in relation to that legislation.

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

Enquiries to Glenn Bounds, Assistant Director, Revenue Branch, Department of Treasury and Finance, phone (03) 6233 2694, email glenn.bounds@treasury.tas.gov.au.

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

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

Staff Movements

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services	S. Herman	Clinical Nurse - NPICU	14.06.10
Health & Human Services	T. Vaatstra	Manager Adoptions & Permanency Services	12.07.10
Health & Human Services	S. Gallahar	Clinical Nurse - NPICU	14.06.10
Health & Human Services	K. Kube	Clinical Nurse - NPICU	14.06.10
Health & Human Services	J. Ryan	Clinical Nurse - NPICU	14.06.10
Health & Human Services	E. Leol	Clinical Nurse Consultant - Refugee Health Services	28.06.10
Health & Human Services	J. Whelan	Clinical Nurse	27.06.10
Health & Human Services	S. Lee	Clinical Nurse - NPICU	14.06.10
Primary Industries, Parks, Water & Environment	S. Morgan	Regional Water Management Officer	18.06.10
Treasury & Finance	D. Kessarios	Senior Business Analyst	28.06.10
Treasury & Finance	A. Beach	Senior Policy Analyst	24.06.10
Tasmanian Polytechnic	R. McLean	Student Services Leader	28.06.10
Tasmanian Polytechnic	J. Newton	Student Services Leader	28.06.10

Permanent Appointments

<i>Agency</i>	<i>Position No. and Title</i>	<i>Occupant's Name</i>	<i>Probation Period</i>	<i>Date of Appointment</i>
Health & Human Services	Allied Health Professional	C. MacSporran	6 months	07.06.10
Health & Human Services	Registered Nurse	B. Robson	6 months	28.06.10
Health & Human Services	CSSD Technician	S. Cover	6 months	28.06.10
Health & Human Services	Senior Dietitian	R. Milad	6 months	22.06.10
Health & Human Services	Registered Nurse	M. Dance	6 months	17.05.10
Health & Human Services	Registered Nurse	A. Caneva	6 months	16.08.10
Health & Human Services	Registered Nurse	H. Boucher	6 months	11.07.10
Health & Human Services	Community FCH Nurse	C. Wilson	6 months	13.06.10
Health & Human Services	Child & Family Nurse - Home Visitor	J. Grose	6 months	21.06.10
Health & Human Services	Clinical Nurse - NPICU	J. Doran	6 months	14.06.10
Health & Human Services	Registered Nurse	M. Flanagan	6 months	22.06.10
Health & Human Services	Clinical Nurse Infection Control	K. Herbert	6 months	21.06.10
Health & Human Services	Registered Nurse	R. Robson	6 months	28.06.10
Justice	CSO Support Officer	P. Bradbury	6 months	28.06.10
Justice	Probation Officer	S. Jordan	1 months	24.06.10
Justice	Registry Administration Officer	J. Stapenell	6 Months	31.05.10
Justice	Probation Officer	S. Ling	6 months	24.06.10
Justice	Probation Officer	Z. Devereux	1 month	24.06.10
Justice	Probation Officer	K. Dent	6 months	24.06.10
Justice	Probation Officer	F. Eschler	6 months	28.06.10
Primary Industries, Parks, Water & Environment	Field Officer (Building Works Supervisor)	S. Overton	6 months	08.07.10
Primary Industries, Parks, Water & Environment	Client Service Officer	W. Kvarantan	6 months	05.07.10
Public Trustee	Client Account Manager	J. Nielsen	6 months	24.06.10
Tasmanian Polytechnic	Student Services Leader	C. McClure	6 months	28.06.10
Tasmanian Polytechnic	Manager, Desktop Support and Development	M. Moore	6 months	21.06.10

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Crown Land Officer	J. Bryan	2 years	28.06.10
Primary Industries, Parks, Water & Environment	Crown Land Officer	P. Kelly	2 years	28.06.10
Primary Industries, Parks, Water & Environment	Field Assistant (Geodiversity)	P. Donaldson	17/12/09 - 30-06-2011	01.07.10
Primary Industries, Parks, Water & Environment	Administrative Officer	A. Tills	2 years	28.06.10
Primary Industries, Parks, Water & Environment	Crown Land Officer	J. Gourlay	2 years	28.06.10
Primary Industries, Parks, Water & Environment	Crown Land Officer	A. Jackson	2 years	28.06.10
Primary Industries, Parks, Water & Environment	Crown Land Officer	M. Rinaldi	2 years	28.06.10

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Child Protection Worker	C. Francis	18.06.10
Health & Human Services	Customer Service Officer	B. Carroll	22.06.10
Health & Human Services	Medical Specialist	A. Thomson	25.06.10
Health & Human Services	Registered Nurse	C. Tan	21.06.10
Health & Human Services	Senior Community Podiatrist	I. Chasney	14.06.10
Health & Human Services	Manager, Youth at Risk	K. Goodes	28.05.10
Health & Human Services	Enrolled Nurse	N. Geeves	24.06.10
Health & Human Services	Hospital Aide	J. Geard	21.06.10
Health & Human Services	Community Mental Health Nurse	I. Harrington	18.06.10
Health & Human Services	Manager Disability Services North West	N. Crates	30.04.10
Justice	Principal Building Advisory Officer	A. Rowell	30.06.10
Justice	Administrative Support Officer	J. Keesing	17.06.10
Police & Emergency Management	Team Leader	C. Page	30.06.10
Treasury & Finance	Specialist Research Officer	A. Rossiter	25.06.10

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Clinical Nurse	D. Ryan	22.05.10
Health & Human Services	Enrolled Nurse	S. Stephens	17.06.10
Health & Human Services	Handyman	H. Biggelaar	21.06.10
Premier & Cabinet	Principal Policy Analyst	R. Gilbert	30.06.10
Premier & Cabinet	Administrative Assistant	J. Fletcher	30.06.10
Primary Industries, Parks, Water & Environment	Clerk/Receptionist	H. Sims	25.06.10
Primary Industries, Parks, Water & Environment	Area Manager	P. Prokopiec	02.07.10
Primary Industries, Parks, Water & Environment	Ranger	P. Bradley	23.06.10
Treasury & Finance	Principal Revenue Officer	M. Russell	29.06.10



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