



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.

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**

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Arts Tasmania

Program Officer (425189T).

Applications Close:—Friday, 1 October 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term part-time (0.4 FTE) for 12 months.

Location:—Hobart or Launceston.

Duties:—To administer Arts Tasmania's programs of assistance to the arts across all artforms especially in relation to the visual arts, craft, design and contemporary music. To assist artists and arts organisations in determining their development needs and assist them to take advantage of opportunities locally, nationally and internationally, and in doing so promote quality Tasmanian arts practice that achieves international recognition.

Current driver's licence.

Tertiary qualifications or commensurate professional experience in business or arts management.

Working knowledge of the arts.

Enquiries to Steve Kyne, Deputy Director, Arts Tasmania, Department of Economic Development, Tourism and the Arts, phone (03) 6233 7306, email *steve.kyne@arts.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart, TAS 7001, phone (03) 6233 5601, fax (03) 6233 5703, email *applications@development.tas.gov.au*.

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Arts Tasmania

Program Officer (Visual Arts) (424163T) Re-advertised.

Applications Close:—Friday, 1 October 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 26 August 2011.

Location:—Hobart.

Duties:—To administer Arts Tasmania's programs of assistance to the arts across all artforms especially in relation to the visual arts, craft, design and contemporary music. To assist artists and arts organisations in determining their development needs and assist them to take advantage of opportunities locally, nationally and internationally, and in doing so promote quality Tasmanian arts practice that achieves international recognition.

Desirable Requirements:—To be considered for this role it is desirable to have a current driver's licence, a relevant tertiary qualification or commensurate professional experience in business or arts management and working knowledge of cultural industries, particularly in relation to the visual arts, craft and design sector, contemporary music and moveable cultural heritage.

Enquiries to Laura Harper for a copy of the Statement of Duties on (03) 6233 6302 or email *laura.harper@arts.tas.gov.au*. For further information regarding the vacancy, please contact Steve Kyne, Deputy Director, Arts Tasmania, Department of Economic Development, Tourism and the Arts, phone (03) 6233 7306, email *steve.kyne@arts.tas.gov.au*.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart, TAS 7001, phone (03) 6233 5601, fax (03) 6233 5703, email *applications@development.tas.gov.au*.

Applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Arts Tasmania

Roving Curator (705682).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,097 – \$79,912 p.a.

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

Permanent part-time (0.5 FTE).

Location:—Launceston.

Duties:—To assess requests for assistance under the Roving Curator Program for significant cultural heritage collections in Tasmania, and then undertaking the agreed projects.

To provide advice and support that assists Small Museums and Collections of cultural heritage to raise their standards of collection management practice.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required by the employer, as provided by a university, in a discipline relevant to curatorial practices in a museum environment.

Desirable Requirements:—A working knowledge of the moveable cultural heritage sector.

Enquiries to Laura Harper for a copy of the Statement of Duties, phone (03) 6233 6302, email Laura.Harper@arts.tas.gov.au. For further information about the position please contact Steve Kyne, Deputy Director Arts Tasmania, Department of Economic Development, Tourism and the Arts, phone (03) 6233 7306, email steve.kyne@arts.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart, TAS 7001, phone (03) 6233 5601, fax (03) 6233 5703, email applications@development.tas.gov.au.

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Corporate Communications

Marketing and Communications Officer (425190).

Applications Close:—Monday, 4 October 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—To manage and oversee departmental communications and marketing initiatives by providing strategic direction and leadership to the department including business unit managers and the Executive team.

Influence and guide campaigns and projects to ensure the integrity of the department's reputation and brand and promote a positive image of its programs and services.

Desirable Requirements:—To be considered for this vacancy, it is highly desirable that you are proficient in Microsoft Publisher, have relevant tertiary and/or industry recognised qualifications and affiliations and a current drivers licence.

Enquiries to Tania Creedon for a copy of the Statement of Duties on (03) 6233 5502 or email tahnia.creedon@development.tas.gov.au. For further information regarding the vacancy, please contact Emma Reid, Communications Director, Department of Economic Development, Tourism and the Arts, phone (03) 6233 5832, email emma.reid@development.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 9685, fax (03) 6233 5703, email applications@development.tas.gov.au.

Applications to address the selection criteria as outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

CULTURE, RECREATION AND SPORT

Screen Tasmania

Communications and Marketing Manager (425000) Re-advertised.

Applications Close:—Monday, 4 October 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—To market and promote Tasmania's quality and innovative screen industry widely. To embed Screen Tasmania's profile in the local community, increase awareness of the screen industry's economic and cultural benefits to the state, and cultivate engagement and participation in screen events across Tasmania.

Desirable Requirements:— Relevant tertiary qualification in communications, public relations, marketing or equivalent.

Experience working within a Government environment would be advantageous but not essential.

A current driver's licence.

Enquiries to Karena Slaninka, Director, Screen Tasmania, Department of Economic Development, Tourism and the Arts, phone (03) 6233 6995, email karena.slaninka@screen.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart, TAS 7001, phone (03) 6233 5601, fax (03) 6233 5703, email applications@development.tas.gov.au.

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

TOURISM TASMANIA

Commercial and Marketing

Support Officer Desk Top Publishing (705955).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Provide graphic design, desktop publishing and administrative support services to the Tourism Tasmania business units to enable Tourism Tasmania achieve its corporate objectives.

Desirable Requirements:—Proven experience or qualifications in graphic design, and/or desktop publishing in a work environment, including the use of Adobe In Design, PhotoShop and Illustrator.

Enquiries to Nicki Batchelor for a copy of the Statement of Duties on (03) 6230 8362 or email nicki.batchelor@tourism.tas.gov.au. For further information regarding the vacancy please contact Jessica Drake, Co-ordinator Creative Services, Department of Economic Development, Tourism and the Arts, phone (03) 6230 8159, email jessica.drake@tourism.tas.gov.au.

Applications to Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5601, fax (03) 6233 5703, email applications@development.tas.gov.au.

To be considered for an interview, applications must address the selection criteria outlined in the Statement of Duties and include a current Curriculum Vitae.

EDUCATION

COMMUNITY KNOWLEDGE NETWORK

*Strategy and Performance***Business Services Manager, Strategy and Performance (700237).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time from as soon as possible.

Location:—Strategy and Performance.

Description of the Role:—Provide high level management support and strategic advice to the Director and the senior management team on matters relating to the Community Knowledge Network's financial, human and physical resources. Develop and implement appropriate strategies, policies, procedures and information systems. Manage a team responsible for providing budget, establishment, and facilities management services, including planning, monitoring and reporting processes, within CKN.

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

Desirable Requirements:—Relevant post-secondary qualifications in financial, human resource and/or facilities management.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Jane Forward, Department of Education, phone (03) 6233 2914, email jane.forward@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

CORPORATE SERVICES

Information and Technology Services

Schools and Client IT Support

Network Support Officer, Schools and Client IT Support (963539).

Applications Close:—Friday, 1 October 2010.

Salary:—\$33,637 – \$41,899 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Permanent full-time.

Location:—Region, South East.

Description of Role:—To provide general ICT administrative and support tasks and duties for departmental computer systems. To provide support and professional development and training for staff and students using ICT resources, including troubleshooting and hardware support.

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

Desirable Requirements:—Certificate III or IV in Information Technology. A current driver's licence.

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 Scott Ashton, Department of Education, phone (03) 6233 6916, email scott.ashton@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

CORPORATE SERVICES

*Portfolio Co-ordination Unit***Manager, Portfolio Co-ordination Unit (964388).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$101,638 – \$111,802 p.a.

Senior Executive, Level 1.

Fixed-term full-time from as soon as possible for up to 5 years.

Location:—Region, South.

Description of Role:—Lead and co-ordinate support for the Minister for Education and Skills, the Secretary, and Portfolio services Group (PSG) members on issues across the education portfolio as they relate to the Minister for Education and Skills.

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.

For a copy of the Statement of Duties please contact Michelle Peck phone (03) 6233 7061 email michelle.peck@education.tas.gov.au.

Enquiries to Greg Glass, Department of Education, phone 03 6233 7061, email greg.glass@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)

Early Childhood Intervention Services, Devonport

Teacher Aide Special, Early Childhood Intervention Services, Devonport (956043).

Applications Close:—Friday, 1 October 2010.

Salary:—\$39,157 – \$42,242 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 12 hours per fortnight up to 42 weeks per year.

Location:—Early Childhood Intervention Services, Devonport.

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

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Julia Jakimow, Department of Education, phone (03) 6424 3111, email julia.jakimow@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-West)

Havenview Primary School

Teacher Aide Special, Havenview Primary School (300256).

Applications Close:—Friday, 1 October 2010.

Salary:—\$36,554 – \$39,434 p.a.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 40 hours per fortnight, from as soon as possible up to 42 weeks per year.

Location:—Havenview Primary School.

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

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Simon Dent, Department of Education, phone (03) 6431 3995, email simon.dent@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-West)

King Island District High School

Teacher Maths/Science, King Island District High School (200256).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—King Island District High School.

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

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

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

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

Desirable Requirements:—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 Leanne O'Brien, Department of Education, phone (03) 6462 1366, email leanne.obrien@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)

King Island District High School

Teacher Middle School, King Island District High School (200255).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—King Island District High School.

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

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

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

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

Desirable Requirements:—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 Leanne O'Brien, Department of Education, phone (03) 6462 1366, email leanne.obrien@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)

Mountain Heights School

Teacher 5 to 8, Mountain Heights School (3 positions) (200373, 200287, 961164).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—Mountain Heights School.

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

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

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

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

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

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

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

Enquiries to David Cashion, Department of Education, phone (03) 6471 1977, email david.cashion@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)

Mountain Heights School

Teacher Health and Physical Education, K to 10, Mountain Heights School (200305).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—Mountain Heights School.

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

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

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

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

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

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

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

Enquiries to David Cashion, Department of Education, phone (03) 6471 1977, email david.cashion@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)

Mountain Heights School

Teacher K to 6, Mountain Heights School (2 positions) (200378, 200295).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—Mountain Heights School.

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

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

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

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

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

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

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

Enquiries to David Cashion, Department of Education, phone (03) 6471 1977, email david.cashion@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)

Mountain Heights School

Teacher Maths/Science 9 to 10, Mountain Heights School (2 positions) (960083, 200298).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.
Permanent full-time from 14 February 2011.
Location:—Mountain Heights School.

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

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

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

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

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

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

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

Enquiries to David Cashion, Department of Education, phone (03) 6471 1977, email david.cashion@education.tas.gov.au.

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EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Parklands High School

Teacher Aide Special, Parklands High School (962977).

Applications Close:—Friday, 1 October 2010.

Salary:—\$36,554 – \$39,434 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 60 hours per fortnight, from 14 February 2011 up to 42 weeks per year.

Location:—Parklands High School.

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

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Ann Walker, Department of Education, phone (03) 6433 0206, email ann.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 8832, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

EDUCATION

LEARNING SERVICES

Learning Services (North-West)

Rosebery District High School

Education Facility Attendant (Grounds)-Rosebery District High School (300620).

Applications Close:—Friday, 1 October 2010.

Salary:—\$34,160 – \$38,873 pro rata.

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

Permanent part-time 25 hours per fortnight from As soon as possible.

Location:—Rosebery District High School.

Description of the 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.

Desirable Requirements:—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 Alex Downes, Department of Education, phone (03) 6473 1223, email alex.downes@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-West)

Rosebery District High School

Teacher Maths, Rosebery District High School (955907).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—Rodebery District High School.

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

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

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

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

Desirable Requirements:—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 Alex Downes, Department of Education, phone (03) 6473 1223, email alex.downes@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 MDT, Smithton High School (200461).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,058 – \$78,509 p.a.

Teaching Service (TPS) Award, Teacher.

Permanent full-time from 14 February 2011.

Location:—Smithton High School.

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

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

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

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

Desirable Requirements:—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 Andrew Mahoney, Department of Education, phone (03) 6452 1376, email andrew.mahoney@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)

Somerset Primary School

School Executive Officer, Somerset Primary School (964447).

Applications Close:—Friday, 1 October 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time from 27 January 2011.

Location:—Somerset Primary 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 Denise Finlay, Department of Education, phone (03) 6435 1114, email denise.finlay@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)

Table Cape Primary School

School Executive Officer, Table Cape Primary School (301102).

Applications Close:—Friday, 1 October 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time from 27 January 2011.

Location:—Table Cape Primary 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 Michael Van der Ploeg, Department of Education, phone (03) 6442 3377, email michael.van.der.ploeg@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)

Wilmot Primary School

School Executive Officer, Wilmot Primary School (951425).

Applications Close:—Friday, 1 October 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Wilmot Primary School.

Description of Role:—Co-ordinate the operations of a school office and support the Principal in the management of school administrative service and resources. Direct and supervise assigned non teaching staff. Provide advice to the Principal and other school staff on administrative and resource matters.

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 Ralph Thompson, Department of Education, phone (03) 6492 1421, email ralph.thompson@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)

Springfield Gardens Primary School

Advanced Skills Teacher, Springfield Gardens Primary School (203156).

Applications Close:—Friday, 1 October 2010.

Salary:—\$85,035 p.a.

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

Permanent full-time 70 hours per fortnight from 15 February 2011.

Location:—Springfield Gardens Primary School.

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

Essential Requirements:—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 Shaun Pearce, Department of Education, phone (03) 6272 7877, email shaun.pearce@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 (South-East)

Clarendon Vale Primary School

Teacher Aide Special, Clarendon Vale Primary School (961006).

Applications Close:—Friday, 1 October 2010.

Salary:—\$36,554 – \$39,434 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 50 hours per fortnight, from 16 February 2011 up to 42 weeks per year.

Location:—Clarendon Vale Primary School.

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

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Jo Cormie, Department of Education, phone (03) 9247 7055, email jo.cormie@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 (South-East)

Tasman District School

Principal, Band 3 Level 4, Tasman District High School (954586).

Applications Close:—Friday, 1 October 2010.

Salary:—\$102,245 p.a.

Teaching Service (TPS) Award, Band 3, Level 4.

Permanent full-time 70 hours per fortnight from As soon as possible.

Location:—Tasman District High School.

Description of the Role:—To lead and direct the educational program and administration of a school/ college in accordance with appropriate Acts, Regulations and guidelines.

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 Bob Phillips, Department of Education, phone (03) 6212 3117, email bob.phillips@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 (South-East)

Tasman District School

Teacher Aide Special, Tasman District High School (954336).

Applications Close:—Friday, 1 October 2010.

Salary:—\$36,554 – \$39,434 pro rata.

Teacher Aides Industrial Agreement 2008, Teacher Aide.

Permanent part-time 30 hours per fortnight, from 16 February 2011 up to 42 weeks per year.

Location:—Tasman District High School.

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

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

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:—Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Valma Fannon, Department of Education, phone (03) 6250 2126, email valma.fannon@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 (South-East)

Triabunna District High School

Advanced Skills Teacher, Triabunna District High School (202326).

Applications Close:—Friday, 1 October 2010.

Salary:—\$85,035 p.a.

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

Permanent full-time.

Location:—Triabunna District High School.

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

Essential Requirements:—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 Annette Parker, Department of Education, phone (03) 6257 3199, email annette.parker@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

Tasmanian eSchool

Southern Campus

Assistant Principal, Co-ordinator E Services Support (964494).

Applications Close:—Friday, 1 October 2010.

Salary:—\$95,169 p.a.

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

Fixed-term full-time 70 hours per fortnight from 7 February 2011 to 22 December 2012.

Location:—Southern Campus.

Context:—Using the Smarter Schools Low SES School Communities National Partnerships resource, the Flexible Learning Tasmania (FLT) program began in early 2010. FLT has two components: support and co-ordination to enable Tasmanian Government schools and Learning Services to develop and extend flexible learning opportunities for students; and implementation of a new Tasmanian eSchool which integrates and extends many of the existing services of the Online Learning Network and Distance Education Tasmania.

Description of the Role:—To assist the Principal Leader (Curriculum and Infrastructure) in the leadership, management and administration of the Curriculum and Infrastructure Unit of the Tasmanian eSchool.

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 Janice Fitzmaurice, Department of Education, phone (03) 6233 7786, email janice.fitzmaurice@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

Tasmanian eSchool

Southern Campus

Assistant Principal, Head of Campus, Tasmanian eSchool (964496).

Applications Close:—Friday, 1 October 2010.

Salary:—\$95,169 p.a.

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

Permanent full-time 70 hours per fortnight.

Location:—Tasmanian eSchool, Southern Campus.

Context:—Using the Smarter Schools Low SES School Communities National Partnerships resource, the Flexible Learning Tasmania (FLT) program began in early 2010. FLT has two components: support and co-ordination to enable Tasmanian Government schools and Learning Services to develop and extend flexible learning opportunities for students; and implementation of a new Tasmanian eSchool which integrates and extends many of the existing services of the Online Learning Network and Distance Education Tasmania.

Description of the Role:—To assist the Principal Manager in the general educational leadership, management and administration of the Tasmanian eSchool.

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.

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.

For a copy of the Statement of Duties please contact Janice Fitzmaurice, phone (03) 6233 7786, email janice.fitzmaurice@education.tas.gov.au.

Enquiries to Lyn Dunn, Department of Education, phone (03) 6233 7786, email lyn.dunn@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

Tasmanian eSchool

Southern Campus

Principal Manager, Flexible Learning Tasmania, Tasmanian eSchool (964395).

Applications Close:—Friday, 1 October 2010.

Salary:—\$112,516 p.a.

Teaching Service (TPS) Award, Band 3, Level 6.

Fixed-term full-time from 25 October 2010 to 31 December 2012.

Location:—Tasmanian eSchool, Southern Campus.

Context:—Using the Smarter Schools Low SES School Communities National Partnerships resource, the Flexible Learning Tasmania (FLT) program began in early 2010. FLT has two components: support and co-ordination to enable Tasmanian Government schools and Learning Services to

develop and extend flexible learning opportunities for students; and implementation of a new Tasmanian Virtual School which integrates and extends many of the existing services of the Online Learning Network and Distance Education Tasmania.

Description of the Role:—The role of the Principal Manager is to provide:— Overall leadership of, and strategic direction for, Distance Education Tasmania and The Online Learning Network in 2010 and overall leadership and strategic direction for the development and service delivery of Flexible Learning Tasmania (FLT) from 2010-2012.

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.

A senior executive with a proven record in educational leadership and management.

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

Electronic submission of applications is preferred. Instructions for applicants lodging electronic applications:— Electronic applications must be in either Microsoft Word or RTF (rich text format). Do not send additional paper copies of applications through the mail. When applying for multiple vacancies within the one advertisement, please submit one application only listing relevant 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 Liz Banks, Department of Education, phone 03 6336 2594, email liz.banks@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

SKILLS TASMANIA

Strategic Directions

Strategy

Senior Planning and Policy Officer (961592).

Applications Close:—Friday, 1 October 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time 73.50 hours per fortnight from as soon as possible to 12 August 2011.

Location:—Skills Tasmania, Strategy Team Hobart.

Description of the Role:—Assist with strategic planning processes and major policy development, implementation and review. Facilitate the provision of advice on policy matters for consideration by senior management and government.

Desirable Requirements:—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 Bec Evans, Department of Education, phone 03 6233 3304, email bec.evans@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

SKILLS TASMANIA

Training Consultancy and Agreements

Training Consultancy

Training Consultant, Skills Tasmania, Burnie (421817).

Applications Close:—Friday, 1 October 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Region North West.

Description Of role:—Provide a training consultancy client service for approved traineeships and apprenticeships administered by Skills Tasmania.

Desirable Requirements:—A current driver's licence.

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 Debra Elliott-Vautin, Department of Education, phone (03) 6233 8018, email debra.elliott-vautin@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.

EDUCATION

STRATEGIC POLICY AND PERFORMANCE

Education Review Officer, Strategic Policy and Performance (964446).

Applications Close:—Friday, 1 October 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time from as soon as possible.

Location:—Educational Performance Services.

Description of the Role:—High level support to assist management in undertaking analytical work of an administrative nature including project management, resource management and policy development. This work will involve high level problem solving, analysis of complex issues, investigation and research into policy issues. Development and quality assurance of high level communications, including report writing and liaison, within and outside the department, as part of the department's accountability and school improvement processes.

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:—A Degree or tertiary qualification or equivalent in a relevant discipline is desirable.

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 Andrew Jones, Department of Education, phone (03) 6233 4864, email andrew.d.jones@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.

HEALTH AND HUMAN SERVICES

AMBULANCE TASMANIA

Branch Station Officer ICP—3 Vacancies.

Applications Close:—Friday, 1 October 2010.

Salary:—\$68,000 – \$69,500 p.a.

Tasmanian Ambulance Service Award, BSO ICP.

Vacancy No. 518055.

Permanent full-time shift worker (fully rotational).

Location:—Nubeena.

Vacancy No. 518057.

Permanent full-time shift worker (fully rotational).

Location:—Huonville.

Vacancy No. 518060.

Permanent full-time shift worker (fully rotational).

Location:—New Norfolk.

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

Essential Requirements:—Holds a Bachelor of Paramedic Science plus additional qualification 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 Peter Berry, Department of Health and Human Services, phone (03) 62308570, email peter.berry@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

Branch Station Officer ICP (511767).

Applications Close:—Friday, 1 October 2010.

Salary:—\$68,000 – \$69,500 p.a.

Tasmanian Ambulance Service Award, BSO ICP.

Fixed-term full-time shift worker (fully rotational) from as soon as possible for a period of 2 years.

Location:—Kingston.

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

Essential Requirements:—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 Peter Berry, Department of Health and Human Services, phone (03) 6230 8570, email peter.berry@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

Branch Station Officer ICP (511764).

Applications Close:—Friday, 1 October 2010.

Salary:—\$68,000 – \$69,500 pro rata.

Tasmanian Ambulance Service Award, BSO ICP.

Fixed-term part-time shift worker (fully rotational) for 38 hours per fortnight from As soon as possible for a period of 2 years.

Location:—Bridgewater.

Duties:—Provision of pre-hospital care and the transport of

patients by Ambulance or other means. Operation of a country or urban Branch Station including activities associated with public education and community relations, staff supervision, recruitment, training and development of local Volunteer Ambulance Officers.

Essential Requirements:—Holds a Bachelor of Paramedic Science plus additional qualification 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 Peter Berry, Department of Health and Human Services, phone (03) 6230 8570, email peter.berry@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

Branch Station Officer ICP—3 Vacancies (511765).

Applications Close:—Friday, 1 October 2010.

Salary:—\$68,000 – \$69,500 p.a.

Tasmanian Ambulance Service Award, BSO ICP.

Fixed-term full-time shift worker (fully rotational) from as soon as possible for a period of 2 years.

Location:—Bridgewater.

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

Essential Requirements:—Holds a Bachelor of Paramedic Science plus additional qualification 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 Peter Berry, Department of Health and Human Services, phone (03) 6230 8570, email peter.berry@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 Services

Contract Officer (519443).

Applications Close:—Friday, 1 October 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:—Launceston, Latrobe or Hobart.

Duties:—In conjunction with the Manager Procurement and other senior staff identify opportunities to improve efficiency and effectiveness of contractual arrangements.

Desirable Requirements:—Sound knowledge and understanding of contemporary procurement practices and policies in the public sector. Well developed oral and written communication skills, sound conflict resolution skills together with the ability to represent the Unit and Branch. Ability to understand, research, investigate, analyse and evaluate issues and recommend appropriate action.

Enquiries to Tony Mahoney, Department of Health and Human Services, phone (03) 64 265476, email tony.mahoney@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 (500904).

Applications Close:—Friday, 1 October 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent part-time day work, 38 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Child Health and Parenting Service, North West.

Duties:—This position is a permanent relief position in the North West that will include working on the West Coast when required.

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.

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

Current Drivers Licence.

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

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

Enquiries to Cherie Neilson, Department of Health and Human Services, phone (03) 6436 6414, email cherie.neilson@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

Family Violence Worker-Children and Young Persons Program, FVCSS, South (515214).

Applications Close:—Friday, 1 October 2010.

Salary:—\$46,450 – \$74,527 p.a.

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

Fixed-term part-time day work, 60.8 hours per fortnight, commencing as soon as possible until 1 August 2011.

Location:—Family Violence Service, Hobart.

Duties:—To work as an effective member of the Family Violence Service (Children's Service) established as part of the Government's Safe at Home initiative. Provide specialist services to children and young people affected by family violence in accordance with best practice principles and within a collaborative and multidisciplinary framework. Provide programs that incorporate multi-level assessments and interventions and address the needs of children and young people affected by family violence.

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

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

Enquiries to Liz Mulder, Department of Health and Human Services, phone (03) 6216 4394, email liz.mulder@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

Executive Assistant (519730).

Applications Close:—Friday, 1 October 2010.

Salary:—\$48,439 – \$52,727 p.a.

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

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

Location:—North West Area Health Service.

Duties:—Provides project, research and administrative support to the Directors of Allied Health, HR Manager and Finance Director including the management of clinical, financial and administrative information and correspondence, which is often of a confidential and highly sensitive nature. Contribute to the Administration team for the service to ensure sustainable administration support is available at all times.

Enquiries to Paula Hyland, Department of Health and Human Services, phone (03) 6490 8959, email paula.hyland@dhhs.tas.gov.au or Ruth Chalk, Department of Health and Human Services, phone (03) 6490 8962, email ruth.chalk@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

Recruitment Liaison Officer (NWAHS) (515544).

Applications Close:—Friday, 1 October 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:—Ulverstone.

Duties:—Providing sound advice and assistance for managers and staff on all aspects of the recruitment cycle within the designated Group including specialist campaigns and conjoint appointments where necessary. Organising, co-ordinating and monitoring of the recruitment process and timeframes within the Group.

Desirable Requirements:—Demonstrated organisational and co-ordination skills, with a good knowledge of and/or experience in recruitment practices and processes. Review, research and evaluation skills and an understanding of project management principles. Well developed self management and time management skills and the ability to plan, organise, set priorities and work effectively and efficiently to achieve set objectives and meet deadlines, both individually and as part of a team. Demonstrated knowledge of contemporary human resource policy and process, particularly related to recruitment, and the ability to apply this in the Tasmanian State Service context.

Enquiries to Melissa Richards, Department of Health and Human Services, phone (03) 64908964, email melissa.richards@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***Clinical Nurse (514692).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$65,595 – \$69,363 p.a.

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

Permanent full-time shift work.

Location:—Medical Ward, Mersey Community Hospital.

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

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

Enquiries to Jill McCarthy, Department of Health and Human Services, phone (03) 6426 5430, email jill.mccarthy@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***Clinical Nurse Oncology MDPU, Various positions available (516932).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$65,595 – \$69,363 pro rata.

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

Permanent full-time day work, or part-time hours can be negotiated with the successful applicants.

Location:—Specialist Medical (Oncology), Mersey Community Hospital.

Duties:—Provide advanced nursing care that relates to oncology practice to ensure the efficient/effective provision of quality care, based on best practice principles, within a collaborative and multidisciplinary framework. Collaborates with other members of the health care team to ensure the delivery and evaluation of nursing care.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a registered nurse (Division 1) and a midwife.

Enquiries to Anne Wilks, Department of Health and Human Services, phone (03) 6426 5425, email anne.wilks@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***Intern Pharmacist (515852).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$46,450 – \$74,527 p.a.

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

Fixed-term full-time day work. To commence 3 January 2011 until 31 December 2011.

Location:—Pharmacy, Mersey Community Hospital.

Duties:—The appointee will assist in the provision of a comprehensive range of pharmacy services for the North West Area Health Services while undertaking a structured pre-registration training program recognised by the Pharmacy Board of Australia.

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

Enquiries to Suzette Seaton, Department of Health and Human Services, phone (03) 64306717, fax (03) 64306719, email suzette.seaton@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***Registered Nurse (514688).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,012 – \$64,842 pro rata.

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

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

Location:—Medical Ward, Latrobe.

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:—Registered with the Nursing and Midwifery Board of Australia.

Enquiries to Jill McCarthy, Department of Health and Human Services, phone (03)64265431, email jill.mccarthy@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***Registered Nurse—2 Vacancies.**

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,012 – \$64,842 p.a.

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

Vacancy No. 515022.

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

Location:—Medical Ward, Mersey Community Hospital.

Vacancy No. 514703.

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

Location:—Medical Ward, Mersey Community Hospital.

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

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

Enquiries to Jill McCarthy, Department of Health and Human Services, phone (03) 6426 5430, email jill.mccarthy@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***Registered Nurse, Midwife (514889).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,012 – \$64,842 p.a.

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

Fixed-term part-time shift work, commencing 31 October 2010 until 30 October 2011. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Womens and Childrens Services, Mersey Community Hospital.

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

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

Enquiries to Bronwyn Dudfield, Department of Health and Human Services, phone (03) 6426 5421, email bronwyn.dudfield@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***Social Worker-Residential Aged Care Liaison (516494).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$46,450 – \$74,527 p.a.

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

Fixed-term full-time day work, commencing 12 October 2010 to 13 September 2011. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Burnie.

Duties:—To develop, provide and evaluate Social Work services for patients of North West Area Health Service (NWAHS) awaiting placement in residential aged care facilities or other community-based supported accommodation in accordance with agency policies and the Code of Ethics of the Australian Association of Social Workers. To facilitate appropriate and timely placements through the development and promotion of effective and positive interface between NWAHS, residential aged care facilities, supported accommodation services, and other government and community based agencies.

Essential Requirements:—Degree in Social Work giving eligibility for membership of Australian Association of Social Workers.

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

Enquiries to Sharlene Meldrum, Department of Health and Human Services, phone (03) 6430 6538, email sharlene.meldrum@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***Registered Nurse—2 Vacancies.**

Applications Close:—Friday, 8 October 2010.

Salary:—\$49,012 – \$64,842 p.a.

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

Vacancy No. 502432.

Permanent full-time shift work (part-time hours will be considered).

Location:—Smithton District Hospital.

Vacancy No. 502472.

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

Location:—Smithton District Hospital.

Duties:—The Registered Nurse will strengthen health outcomes through nursing by provision of quality, clinically appropriate nursing care in partnership with clients and their families and other health professionals. You will in collaboration with members of the healthcare team plan, implement and evaluate patient/client care. You will be required to work effectively within the dynamic multidisciplinary team, contributing to a strong team approach through open communication and a positive supportive approach.

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

Enquiries to Sharan McLaren, Department of Health and Human Services, phone (03) 6452 4650, email sharan.mclaren@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 (Relief) (506240).

Applications Close:—Friday, 1 October 2010.

Salary:—\$58,055 – \$69,363 pro rata.

Nurses (TPS) Award, Community FCH Nurse.

Fixed-term casual day work, as and when required, commencing 1 November 2010 to 31 October 2012.

Location:—Westbury Community Health Centre.

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 programs. Collaborates with other members of the health care team to ensure the delivery of high quality health care. Recognise that the health of individuals and the community is influenced by social and environmental factors as well as individual's access to health services, therefore plans and delivers services accordingly.

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

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

Current Drivers Licence.

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

Enquiries to Annette Barrett, Department of Health and Human Services, phone (03) 6393 5800, email annette.barrett@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 (518204).

Applications Close:—Friday, 8 October 2010.

Salary:—\$79,725 – \$83,496 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

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

Location:—St Marys Community Health Centre.

Duties:—Provide leadership to the clinical services for inpatient/residential/community at the relevant rural health facility. Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the relevant rural health facility, in conjunction with the Director of Nursing/Site Manager, for people accessing inpatient/residential/community health services.

Desirable Requirements:—Relevant post graduate qualifications.

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

Enquiries to Yvonne Webber, Department of Health and Human Services, phone (03) 6372 2111, email yvonne.webber@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

NURSING AND ALLIED HEALTH

Allied Health Project Officer (519744).

Applications Close:—Friday, 1 October 2010.

Salary:—\$71,381 – \$81,876 p.a.

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

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

Location:—Hobart.

Duties:—Responsible for the co-ordination and management of projects of the Office of the Principal Allied Health Adviser within the Chief Nurse and Allied Health Unit.

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

Enquiries to Wendy Rowell, Department of Health and Human Services, phone (03) 6233 5330, email wendy.rowell@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

POLICY, INFORMATION AND COMMISSIONING

Quality Officer (512215).

Applications Close:—Friday, 1 October 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:—Launceston.

As this is a statewide position, note that frequent intrastate and overnight travel is required.

Duties:—The Office for the Community Sector is committed to ensuring that the principles of continuous quality improvement, and consumer and staff safety are applied in the delivery of services.

Desirable Requirements:—Broad knowledge and understanding of, and commitment to, the philosophy of continuous quality improvement, consumer safety and risk management principles, and an understanding of relevant legislation. Demonstrated experience in leading or contributing to organisational change. In particular, an understanding of the impact that this has on services, staff and organisations. Well developed interpersonal, written and oral communication and negotiation skills together with a proven ability to liaise effectively with a wide range of people at different levels both in the government and the community sector.

Enquiries to Liz O'Malley, Department of Health and Human Services, phone (03) 6336 2207, email elizabeth.omalley@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

POLICY, INFORMATION AND COMMISSIONING

Policy and Information

Executive Assistant (519794).

Applications Close:—Friday, 1 October 2010.

Salary:—\$48,439 – \$52,727 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—Provide a high level of administrative and executive support to the Manager/Director and other senior staff of the Unit. Co-ordinate and provide efficient and effective office management support services for the Unit.

Desirable Requirements:—Ability to use initiative, flexibility, sound judgement and discretion. The ability to research, interpret and analyse information and recommend or decide on an appropriate action. Demonstrated knowledge of and experience in contemporary office administration practices. Well developed organisational skills, including the ability to work effectively under pressure with limited supervision and to meet identified time frames in a senior management environment. The capacity to participate effectively in a team environment.

Enquiries to David Nicholson, Department of Health and Human Services, phone (03) 6233 2483, email david.nicholson@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Nurse Unit Manager, Aged Services Southern Area Team (508383).

Applications Close:—Friday, 8 October 2010.

Salary:—\$79,725 – \$83,496 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—Provide leadership to the Aged Services Southern Area Team. Ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a framework by co-ordinating the clinical, management, education and nursing research functions within the Aged Services Southern Area Team.

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

Enquiries to Helen Fitzgerald, Department of Health and Human Services, phone (03) 6222 7805, email helen.fitzgerald@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Social Worker (508263).

Applications Close:—Friday, 1 October 2010.

Salary:—\$46,450 – \$74,527 p.a.

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

Permanent full-time day work.

Location:—Royal Hobart Hospital.

Duties:—This position would ideally suit a person with an interest in adult general medicine in acute care and involves the development, provision and evaluation of Social Work services for patients of the Royal Hobart Hospital, as authorised, in accordance with the Code of Ethics of the Australian Association of Social Workers.

Essential Requirements:—Degree in Social Work giving eligibility for membership of the Australian Association of Social Workers.

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

Enquiries to Tracey Turner, Department of Health and Human Services, phone (03) 6222 8812, email tracey.turner@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***Client Service Officer, Relief (506638).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$42,877 – \$46,722 pro rata.

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

Fixed-term casual day work (hours as and when required) commencing As soon as possible for a period of 2 years.

Location:—Repatriation Centre, Hobart.

Duties:—The Client Service Officer will provide a confidential, efficient and friendly reception service to clients of Community Occupational Therapy, Speech Pathology, Nutrition and Physiotherapy Services managed from the Repatriation Centre. You will be required to provide an efficient administrative and clerical support to Community Occupational Therapy, Speech Pathology and Nutrition staff providing community services to frail aged and disabled clients.

Desirable Requirements:—High level of clerical and computing skills including well developed knowledge of Microsoft applications: Word, Excel, Access and Publisher. Demonstrated ability to use initiative with good organisational, time management and problem solving skills and ability

to work effectively with minimal supervision. High level of interpersonal and communication skills.

Enquiries to Linda Osborne, Department of Health and Human Services, phone (03) 6222 7280, email linda.osborne@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***Community Health Nurse (506530).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

Permanent full-time shift work.

Location:—Repatriation Centre, Hobart.

Duties:—A Community Health Nurse is required to work in an exciting and changing environment. The physical location of Hobart Community Health Nursing is city based servicing urban and semi rural areas with a population of approximately 70,000 people of all ages. Hobart Community Health Nursing also provide an in town clinic and outreach clinics enabling access to exceptional primary health care. The Community Health Nurse provides nursing care to individuals and families, participates in community needs assessments and the development and implementation of health promotion programs. You will be required to collaborate professionally with other members of the health care team, ensure the delivery of high quality health care with an ability to work autonomously.

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

Current Drivers Licence.

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

Enquiries to 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***Senior Community Podiatrist—2 Vacancies.**

Applications Close:—Friday, 1 October 2010.

Salary:—\$71,381 – \$81,876 p.a.

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

Vacancy No. 502774.

Permanent full-time day work.

Location:—Devonport Community Health Centre.

Vacancy No. 502776.

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

Location:—Devonport Community Health Centre.

Duties:—The Senior Community Podiatrist will provide a high standard of Podiatric service to patients of the North West Area Health Service. You will be required to work with other service providers in the local community to enable an early intervention, assessment and support program for the relevant district/s. You will participate as a member and provide leadership in the continued development of the North West Area Podiatry/Foot Health Service and mentor junior members of staff in specialised areas of podiatry. You will be involved in the development of objectives, policies and priorities in the North West Area.

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

Enquiries to 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

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Customer Service Officer (508419).

Applications Close:—Friday, 1 October 2010.

Salary:—\$42,877 – \$46,722 p.a.

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

Permanent part-time day worker working 15.2 hours per fortnight on alternate weekends (including public holidays).

Location:—Royal Hobart Hospital.

Duties:—The Customer Service Officer, PIMS provides clerical support throughout all areas of the service. The position involves a high standard of customer focused reception skills and wide range of clerical functions in support of patient care in accordance with established policies and procedures relating to clinical, financial and administrative requirements for patient services.

Desirable Requirements:—Demonstrated clerical experience with the ability to work within set Departmental policies and procedures. Demonstrated ability to enter data accurately and rapidly onto a computerised system with knowledge of health information systems an advantage. Demonstrated ability to set

priorities and work with flexibility, speed and accuracy in a public environment with a demanding schedule.

Enquiries to Jennifer Burgess, Department of Health and Human Services, phone (03) 6222 8448, email jenny.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

Royal Hobart Hospital

Registrar, ICU, Multiple Vacancies (515657).

Applications Close:—Friday, 29 October 2010.

Salary:—\$75,556 – \$89,685 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner in Training, Level 1 (Salary commensurate with qualifications and experience).

Fixed-term full-time shift worker (fully rotational) from 17 January 2011 until 16 January 2012.

Location:—ICU, Royal Hobart Hospital.

Duties:—The Tasmanian Department of Health and Human Services are currently recruiting enthusiastic Registrars in Intensive Care Medicine to start in January 2011.

The Royal Hobart Hospital is the major teaching hospital of the University of Tasmania and the tertiary referral centre for all medical and surgical sub-specialities in the State of Tasmania.

The Department of Critical Care Medicine runs a 17 bed mixed medical/surgical Adult ICU and with over 1100 admissions per annum, offers exposure to a comprehensive range of clinical conditions and organ support technologies (except solid-organ transplantation). Active research and teaching programs exist within the Department with plenty of opportunities for trainee participation.

We are fully accredited as a training facility by the Joint Faculty of Intensive Care Medicine of the Australian and New Zealand College of Anaesthetists and the Royal Australasian College of Physicians, and our trainees have an excellent record in the Final Fellowship examinations. A separate Paediatric and Neonatal ICU also exists on campus and rotations through this facility may be negotiated.

Hobart offers a temperate climate, excellent restaurants and entertainment and the full range of services expected of a capital city. With breathtaking World Heritage wilderness and pristine beaches on your door step those inclined towards outdoor pursuits are also right at home.

We offer relocation assistance, salary packaging, ongoing professional development opportunities and an unbeatable lifestyle and work/life balance.

The Department of Critical Care Medicine is currently undergoing a significant redevelopment and expansion, planned to occur over the next two years.

Essential Requirements:—General or limited registration with the Medical Board of Australia.

Enquiries to Dr David Rigg, Department of Health and Human Services, phone (03) 6222 8300, email david.rigg@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

Administrative Assistant (500765).

Applications Close:—Friday, 1 October 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 working 15.2 hours per fortnight.

Location:—Alcohol and Drug Service (North West).

Duties:—The Administrative Assistant at the Alcohol and Drug Service North West is a valued and important part of our multidisciplinary team. The occupant will be responsible for providing an efficient and effective keyboard and administrative and clerical support service. The role also involves receptionist duties, maintenance and security of office area, equipment, and accountability for monies collected and its safekeeping. Routine supervision is provided.

Desirable Requirements:—Demonstrated skills in the provision of a confidential high quality receptionist service, with experience in community based service and client contact considered desirable. Demonstrated skills in accurate computer data processing, word processing, and database management. Demonstrated high levels of skills in maintaining an efficient and effective filing system of administrative and client files. Well developed interpersonal and communication skills.

Enquiries to Sally George, Department of Health and Human Services, phone (03) 6429 8555, email sally-anne.george@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 Specialist, Smoking Cessation Program (518073).

Applications Close:—Friday, 1 October 2010.

Salary:—\$73,884 – \$74,557 p.a.

Nurses (TPS) Award, Clinical Nurse Specialist.

Fixed-term full-time day work commencing as soon as possible until 30 September 2011.

Location:—Royal Hobart Hospital.

Duties:—In accordance with primary health care principles, Alcohol and Drug Service policies, agency policies, legal requirements and professional competencies, the Clinical Nurse Specialist, Smoking Cessation Program provides clinical

leadership in all aspects of nursing care within the practice setting. Participate in the assessment and delivery of evidence based smoking cessation interventions and other prevention orientated programs as required in the community and acute care sectors.

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

Enquiries to Gwyneth Fullard, Department of Health and Human Services, phone (03) 6214 5719, email gwyneth.fullard@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 West

Clinical Nurse Specialist (514809).

Applications Close:—Friday, 1 October 2010.

Salary:—\$73,884 – \$74,557 p.a.

Nurses (TPS) Award, Clinical Nurse Specialist.

Permanent full-time day work.

Location:—Mental Health Services North West.

Duties:—The Clinical Nurse Specialist is required to undertake the planning, implementation and evaluation of nursing care in collaboration and consultation with clients/patients, carers and other members of the multi-disciplinary health care team. The occupant is required to support the Clinical Co-ordinator and Team Leader to implement policies, procedures and practices consistent with the Adult Community Mental Health Service's (ACMHS) model of care and advise and assist registered nurses to develop and implement care plans, and monitor and evaluate clinical outcomes. The occupant will also be required to collaborate with staff and other stakeholders in the development and implementation of quality improvement activities consistent with best practice and consumer-focused outcomes.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia and possesses specialist tertiary graduate or postgraduate mental health/psychiatric nursing qualification; or completed, prior to the transfer of nurse education to the tertiary sector, a hospital based training program that resulted in previous registration as a psychiatric nurse by the relevant nurse registration authority within Australia, New Zealand or the United Kingdom.

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

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

Nurse Unit Manager (502791).

Applications Close:—Friday, 8 October 2010.

Salary:—\$79,725 – \$83,496 p.a.

Nurses (TPS) Award, Nurse Unit Manager.

Permanent full-time day work (with oncall).

Location:—Spencer Clinic, North West Regional Hospital.

Duties:—Mental Health Services North West Tasmania is seeking a highly motivated and enthusiastic Nurse Unit Manager to provide leadership to the Spencer Clinic Inpatient Unit within the North West Regional Hospital. You will be required to ensure the efficient and effective provision of care, based on clinical standards and best practice principles within a collaborative and multidisciplinary framework by co-ordinating the clinical, management, education and nursing research functions within the Spencer Clinic Inpatient Unit.

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

Enquiries to Susan Ballard, Department of Health and Human Services, phone (03) 6434 6438, email susan.ballard@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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INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

LTS Policy

Crash Data Entry Clerk (370870).

Applications Close:—Friday, 1 October 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 36.75 hours per fortnight.

Location:—Hobart.

Duties:—Scanning and data entry of Tasmania Police's traffic crash report form, including recording crash locations

spatially. Preparing standard and ad-hoc statistical reports. Providing crash information to and liaising with internal and external clients. Providing support to, and deputising for, the Crash Data Manager Administrator and Crash Data Officer when required.

Assisting with the day to day operations and maintenance of the Crash Data Manager database including data entry and quality assurance.

Enquiries to Susan Cure, Crash Data Manager Administrator, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone (03) 62 33 2422, email susan.cure@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 62 33 2077, fax (03) 62 33 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

RACING SERVICES TASMANIA

Stewards

Cadet Stipendiary Steward (372010).

Applications Close:—Friday, 1 October 2010.

Salary:—\$33,637 – \$41,899 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term full-time 2 years.

Location:—Launceston.

Duties:—Assist with race day duties, including swabbing and identification of racing animals and persons.

Assist with non-race day duties, including stable and kennel inspections and race trials.

Assist with the checking of race field information for eligibility, general race conditions and accuracy and maintain registers of databases.

Assist the Chairman with the preparation of race day reports, as required.

Undertake routine telephone and counter enquiries.

Undertake routine duties relating to the day-to-day administration of stewards' records.

Assist with the filing of Divisional information and documentation.

Relieve the Administration, Handicapping/Grading and Licensing/Registration sections of the Division, as and when required.

Prepare reports and other information as required by Chairman of Stewards.

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 involving dishonesty eg fraud, embezzlement etc,—crimes involving illegal betting or gambling, Driving offences, due to the need for stewards to hold a current driver's licence so they can travel to racing fixtures state wide, Offences relating to the mistreatment of, or cruelty to, animals.

Desirable Requirements:—A current driver's licence.

Enquiries to Tony Murray, Director of Racing, Department of Infrastructure, Energy and Resources, Henty House, Civic Square Launceston, phone 6336 2931, email Tony.Murray@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7000, phone 6233 2077, fax 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

*Traffic and Infrastructure***Development Officer—2 Vacancies.**

Applications Close:—Friday, 1 October 2010.

Salary:—\$66,073 – \$69,098 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Vacancy No. 372106.

Permanent full-time.

Location:—Hobart.

Vacancy No. 371980.

Fixed-term full-time 12 months.

Location:—Hobart.

Duties:—Provide advice on appropriate actions to the Minister, other Government agencies, Departmental staff, consultants and others on planning and land use issues affecting classified State roads with particular reference to statutory access requirements.

Represent the Department in various forums including Resource Management and Planning System hearings, provide high level advice on land use/highway interaction and co-ordinate input from professional and technical officers.

Facilitate resolution of land use/highway interaction issues by negotiation with local government representatives, other Government agencies, developers and their professional representatives, and the general public.

Undertake research and analysis of routine and complex development proposals, including consideration of traffic engineering issues, and provide detailed responses, which recommend conditions relating to access requirements to be attached to local government planning approvals with supporting rationale.

Current driver licence.

Enquiries to Shane Gregory, Manager Planning And Design, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone (03) 62 33 6129, email shane.gregory@dier.tas.gov.au.

Applications to HR Operations, Human Resources, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart TAS 7001, phone (03) 62 33 2077, fax (03) 62 33 5337, email recruitment@dier.tas.gov.au.

JUSTICE

CORPORATE SERVICES

*Strategic Systems***Business Systems Analyst (356274).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hours per fortnight.

Location:—Hobart.

Duties:—Perform daily monitoring and maintenance of business information systems. Provide second level support for business information systems, including initial analysis of problems reported by business areas and resolving those issues, or when problems cannot be resolved, referring the issue to the relevant service provider.

Desirable Requirements:—Bachelor of Information Systems or Bachelor of Business majoring in Information Systems.

Enquiries to Anthony Jones, System Manager (FIND), Strategic Systems, Department of Justice, phone (03) 6233 4557, email anthony.jones@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 Anthony Jones on (03) 6233 4557.

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

CORPORATE SERVICES

*Strategic Systems***Senior Business Systems Analyst (356275).**

Applications Close:—Friday, 1 October 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time 73.5 hours per fortnight for a period of up to 12 months or completion of the work program, whichever occurs first.

Location:—Hobart.

Duties:—Analyse business problems and affected process and then specify the modifications or enhancements required to the business information system in order to solve the business problem. Consult with software developer/providers regarding clarification to the specifications. Specify tests, provide advice on testing, and analyse test results.

Desirable Requirements:—Bachelor of Information Systems or Bachelor of Business majoring in Information Systems.

Enquiries to Anthony Jones, System Manager (FIND), Strategic Systems, Department of Justice, phone (03) 6233 4557, email anthony.jones@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 Anthony Jones on (03) 6233 4557.

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

Administration Clerk (356004).

Applications Close:—Friday, 1 October 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term full-time for a period of six months.

Location:—Risdon Prison.

Duties:—Undertake rostering administration duties, including documenting leave and overtime and following up on leave forms. Undertake roster production tasks including preparation of roster documents, checking rosters for details and distribution to various sites. Perform various administrative functions including drafting of correspondence, co-ordination of electronic diaries, filing and collation of documentation.

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 Gaylene Mander, Executive Officer, TPS Corporate Services, Department of Justice, phone (03) 6216 8207, email gaylene.mander@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, Department of Justice, G.P.O. Box 825, Hobart, Tasmania 7001, phone (03) 6233 6809, 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 Gaylene Mander on (03) 6216 8207.

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

Finance and Payroll Services

Team Leader, Payroll (002415).

Applications Close:—Friday, 1 October 2010.

Salary:—\$54,106 – \$63,737 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Supervise a team in ensuring appropriate quality assurance measures and data integrity for all associated payroll and personnel functions.

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 expertise consistent with qualifications recognised at Diploma and Advanced Diploma or equivalent level.

Enquiries to Mr Phil Kaufman, Manager, Payroll Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2216, email phil.kaufman@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 in either Microsoft Word format, PDF or RTF (rich text format).

PORT ARTHUR HISTORIC SITE MANAGEMENT AUTHORITY

CONSERVATION AND INFRASTRUCTURE

Conservation Project Officer (Collections) (CPO/C/0910).

Applications Close:—Monday, 4 October 2010.

Salary:—\$49,097 – \$66,073 p.a.

Port Arthur Historic Site Management Authority Award, Professional Stream, Band 1.

Permanent full-time.

Location:—Port Arthur.

To contribute to the effective and efficient management of conservation and infrastructure tasks and projects, including collections and interpretation projects, for the Port Arthur Historic Site Management Authority.

Essential Requirements:—Tertiary qualification (Honours Degree) in Museum Studies or a relevant cultural heritage related discipline.

Desirable Requirements:—Current Driver's Licence.

Enquiries to Dr Jody Steele, Heritage Program Manager, Port Arthur Historic Site Management Authority, Port Arthur Tas 7182, phone (03) 6251 2336, fax (03) 6251 2322, mobile 0407 339 118, email jody.steele@portarthur.org.au.

Applications to Jane Bale, HR Administrator, Port Arthur Historic Site Management Authority, Port Arthur Tas 7182, phone (03) 6251 2306, fax (03) 6251 2322, email recruitment@portarthur.org.au.

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Finance Branch

Finance Officer (001587).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—To deliver an effective Finance operational service to the Department of Premier and Cabinet through the Department's Financial Management Information System (FMIS), by the proficient payment of creditors and processing of debtors and other accounting related matters including the daily verification of data entered into the financial system. Support the agency's finance policies and practices, particularly in response to client enquires regarding Finance operational issues.

Enquiries to Pam Wright, Financial Accountant, Department of Premier and Cabinet, phone (03) 6270 5649, email Pam.Wright@dpac.tas.gov.au.

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

PREMIER AND CABINET

GOVERNMENT INFORMATION AND SERVICES DIVISION

Service Tasmania Unit

Assistant Director (000487).

Applications Close:—Friday, 1 October 2010.

Salary:—\$93,755 – \$100,987 p.a.

Tasmanian State Service Award, General Stream, Band 8.

Permanent full-time.

Location:—Hobart.

Duties:—The Assistant Director Service Tasmania is responsible for initiating, leading and managing programs to ensure that government service delivery is sustainable, effective and efficient. This includes providing broad-based authoritative advice and comment at a strategic level and leading and managing projects Whole of Government programs that effect Service Tasmania delivery channels.

Desirable Requirements:—Tertiary qualifications in a relevant discipline or research experience to a similar level would be an advantage.

Enquiries to Kathy Baker, Director, Service Tasmania Unit, Department of Premier and Cabinet, phone (03) 66232 7144, email Kathy.Baker@dpac.tas.gov.au.

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

PREMIER AND CABINET

TASMANIAN CLIMATE CHANGE OFFICE

Senior Policy Analyst (001406).

Applications Close:—Friday, 1 October 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Provide informed authoritative advice on the development of the whole-of-government climate change policy. Lead the development and oversee the implementation of projects and programs that assist government and the community in Tasmania transition to a low carbon economy.

Enquiries to Wendy Spencer, Executive Director, Department of Premier and Cabinet, phone (03) 6270 5505, email Wendy.Spencer@dpac.tas.gov.au.

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

PREMIER AND CABINET

TMD

Service Delivery

Business Process Team Manager (001728).

Applications Close:—Friday, 1 October 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Provide a leadership role in establishing and managing a range of business application services supporting Whole of Government HR systems, Government Directory Services and Tasmanian State Service Employment Statistics. Establish and maintain communication networks to ensure stakeholders are fully aware of related initiatives and activities. Manage and deliver services using contemporary service management methods.

Desirable Requirements:—Formal tertiary qualifications in business or a related discipline will be regarded as an advantage.

Enquiries to Bruce Thomas, Manager, Service Delivery, Department of Premier and Cabinet, phone (03) 6270 5551, email Bruce.Thomas@dpac.tas.gov.au.

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

PREMIER AND CABINET

TMD

Service Delivery

Communications Team Manager (001731).

Applications Close:—Friday, 1 October 2010.

Salary:—\$83,867 – \$91,369 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—The Communications Team Manager leads a state-wide operations team responsible for the overall service delivery for TMD's telecommunication services to the Tasmanian Government.

Desirable Requirements:—Formal tertiary qualifications in business disciplines and industry recognized qualifications in Telecommunications or related disciplines will be regarded as an advantage.

Enquiries to Bruce Thomas, Manager, Service Delivery, Department of Premier and Cabinet, phone (03) 6270 5551, email Bruce.Thomas@dpac.tas.gov.au.

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

PREMIER AND CABINET

TMD

Service Delivery

HR Systems

Senior Administrator HR and Corporate Applications (001348).

Applications Close:—Friday, 1 October 2010.

Salary:—\$70,028 – \$82,717 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time until 31 December 2010.

Location:—Hobart.

Duties:—Provide high quality leadership in the planning, implementation and ongoing support of computerised corporate application systems for a range of TMD customers. Provide high quality database management, review of system and peripheral components, problem resolution, system security, technical support, delivery of enterprise reporting solutions and user assistance.

Desirable Requirements:—Professional Information Technology knowledge or experience gained through either a satisfactory completion of an appropriate course of study at a tertiary institution or relevant professional experience, particularly in relation to Human Resource Management, Financial Management and Enterprise Business Intelligence reporting.

Enquiries to Bruce Thomas, Manager, Service Delivery, Department of Premier and Cabinet, phone (03) 6270 5551, email Bruce.Thomas@dpac.tas.gov.au.

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

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

ABORIGINAL HERITAGE TASMANIA

Archaeologist (706564).

Applications Close:—Friday, 1 October 2010.

Salary:—\$82,717 – \$91,369 p.a.

Tasmanian State Service Award, Professional Stream, Band 3.

Permanent full-time.

Location:—Hobart.

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

Duties:—Provide specialist advice across the State Service to stakeholders and the community, particularly regarding the presence, density, distribution and significance of Aboriginal heritage associated with development proposals. The advice provided involves matters that carry a high degree of sensitivity and risk with the capacity to strongly influence development, planning and commercial decision making.

Essential Requirements:—A graduate qualification relevant to the professional duties to be undertaken is required by the employer, as provided by a university, in a discipline relevant to Archaeology (a degree in archaeology or cultural heritage management majoring in Aboriginal heritage).

Desirable Requirements:—Several years post-graduate experience in cultural heritage management. Experience in directing archaeological excavations and/or survey projects. A current motor vehicle driver's licence.

Enquiries to Michael Jones, phone (03) 6233 6281, email Michael.Jones@heritage.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 3903, fax (03) 6233 3682, email job.applications@dpipwe.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.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

BIOSECURITY AND PRODUCT INTEGRITY

Diagnostic Services

Technical Officer (702810).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Mt Pleasant.

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

Applicants should note that while this vacancy has been advertised as full-time, DPIPWE may be prepared to negotiate a part-time arrangement with the successful applicant.

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

Duties:—Conduct testing of samples in line with established laboratory procedures and at a level commensurate with knowledge and skills. Accurately record sample identification, test procedure and test results of specimens submitted for examination and maintain laboratory documentation whether in hard-copy or computer based.

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.

Essential Requirements:—A Certificate IV in Laboratory Techniques, or an equivalent level, relevant to the nature of the work to be undertaken, as provided by either a vocational education organisation or a registered and accredited training provider.

Enquiries to Robyn Campain, phone (03) 6336 5406, email robyn.campain@dpipwe.tas.gov.au.

Applications to Robyn Campain, Administrative Assistant, Department of Primary Industries, Parks, Water and Environment, P.O. Box 46, Kings Meadows, Tas, 7249, phone (03) 6336 5406, fax (03) 6336 5374, email robyn.campain@dpipwe.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

ROYAL TASMANIAN BOTANICAL GARDENS

Asset Maintenance Co-ordinator (706345).

Applications Close:—Friday, 1 October 2010.

Salary:—\$49,097 – \$53,441 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time (58.8 hours per fortnight).

Location:—Hobart.

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:—Supervise the functions of cleaning and asset maintenance, and co-ordinate maintenance contractors and minor projects. Undertake maintenance duties as directed, including carpentry, plumbing, painting, fencing, metalwork, welding and mechanical repairs.

Desirable Requirements:—A workplace Level 2 First Aid Certificate. Current driver's licence with the ability to operate manual vehicles.

Enquiries to Brett Richardson, phone (03) 6236 3056, email Brett.Richardson@rtbg.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 3903, fax (03) 6233 3682, email job.applications@dPIPWE.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.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

WATER AND MARINE RESOURCES

Water Management

Administrative Assistant Water Licences and Dam Permits (702552).

Applications Close:—Friday, 1 October 2010.

Salary:—\$43,406 – \$47,341 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

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

Duties:—Contribute to the efficient operation of the water management activities of the Branch by providing administrative and clerical support to the Water Management Team, Regional Water Management Officers and the Senior Administration Officer (Water Information Management System).

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

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

Enquiries to Robin Wall, phone (03) 6233 9482, email robin.wall@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 3903, 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

Visitor Reception Officer (340030).

Applications Close:—Friday, 1 October 2010.

Salary:—\$33,637 – \$41,899 p.a.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term part-time (working a minimum of 500 hours per annum) for 6 months or until the return of the substantive occupant to full-time hours, whichever is the sooner.

Location:—Freycinet National Park.

Commencing salary within this 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 collect and account for entry fees from visitors to national parks; check park passes; and provide advice and information to visitors regarding recreational activities, safety, minimal impact park use, features and facilities of national parks.

Desirable Requirements:—A current motor vehicle driver's licence. A current Workplace Level 2 First Aid Certificate.

Enquiries to David Adams, phone (03) 6256 7005, email David.Adams@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 3903, fax (03) 6233 3682, email job.applications@dPIPWE.tas.gov.au.

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

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**Tasmanian Government
Senior Executive Service**

PREMIER AND CABINET

TMD

Program Management

Program Manager (001727).

Applications Close:—Friday, 1 October 2010.

Salary:—\$101,638 – \$111,802 p.a.

Senior Executive, Level 1.

Contract Position.

Location:—Hobart.

Duties:—The Program Manager manages all internal and externally funded projects supplying new and redeveloped business, IT and communication 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 Tasmania 7001, phone (03) 6270 5482, email job.application@dpac.tas.gov.au.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Education	Education Facility Attendant (Kitchen Assistant) - Rose Bay High School	M. Dimmock	6 Months	20.09.10
Education	Teacher Aide Special - School of Special Education (Burnie)	T. Murphy	6 Months	20.09.10
Education	Teacher Aide Special - Ulverstone High School	S. Lutwyche	6 Months	13.09.10
Education	Customer Services Officer - Launceston LINC	S. Turner	6 Months	20.09.10
Education	Teacher Aide Special - Penguin High School	L. Ray	6 Months	20.09.10
Education	Teacher Aide Special - School of Special Education (Burnie)	M. Young	6 Months	20.09.10
Education	Teacher Aide Special - Ulverstone High School	M. McCall	6 Months	13.09.10
Education	Teacher - Brooks High School	D. Grubert	12 Months	20.09.10
Education	Teacher Aide Special - Spreyton Primary School	K. Wicks	6 Months	20.09.10
Education	Canteen Supervisor - Rosetta Primary School	A. Le Bis	6 Months	20.09.10
Education	Teacher Aide Special - Ulverstone High School	A. Lee	6 Months	13.09.10
Education	Teacher Aide Special - Spreyton Primary School	A. Dillon	6 Months	20.09.10
Education	School Administration Clerk - St Leonards Primary School	B. Prewer	6 Months	20.09.10
Education	Advanced Skills Teacher - Geeveston District High School	G. Gregory	12 Months	20.09.10
Education	Teacher Aide Special - School of Special Education (Burnie)	M. Young	6 Months	20.09.10
Education	Education Facility Attendant - Oatlands District High School	F. Barwick	6 Months	20.09.10
Education	Teacher Aide Special - Ulverstone High School	K. Mee	6 Months	13.09.10
Health & Human Services	Clinical Nurse Educator	J. Porter	6 months	27.09.10
Health & Human Services	Home Help Personal Carer	M. James	6 months	20.09.10
Health & Human Services	Support Officer PAS	E. Alyn	6 months	20.09.10
Health & Human Services	Business Analyst	F. Hall	6 months	27.09.10
Health & Human Services	Child Protection Worker	J. Gee	6 months	20.09.10
Health & Human Services	Community Nurse	L. Collins	6 months	20.09.10
Health & Human Services	Maintenance/Grounds Officer	S. Blair	6 months	28.09.10
Health & Human Services	Registered Nurse	T. McLeod	6 months	20.09.10
Health & Human Services	Administrative Support Officer	L. Matteson	6 months	15.09.10
Health & Human Services	Ambulance Officer	B. Norris	6 months	20.09.10
Health & Human Services	Community Worker	J. Veridiano	6 months	15.09.10
Health & Human Services	Administrative Officer	S. Wright	6 months	20.09.10
Health & Human Services	Administrative Support Officer	L. Bartels	6 months	15.09.10
Health & Human Services	Ambulance Officer	A. Wylie	6 months	20.09.10
Health & Human Services	Home Help Personal Carer	M. Hewitt-Hall	6 months	20.09.10
Health & Human Services	Procurement Review Committee (PRC) Support Officer	M. Dawes	6 months	04.10.10
Health & Human Services	Home Help Personal Carer	E. Townsend	6 months	20.09.10
Health & Human Services	Hospital Services Aide (Multi Skilled)	A. Steel	6 months	27.09.10
Health & Human Services	Youth Justice Worker	K. Leaf	6 months	20.09.10
Health & Human Services	Home Help Personal Carer	D. Boxhall	6 months	20.09.10
Health & Human Services	Media Communications Manager	E. Kennedy	6 months	22.09.10
Infrastructure, Energy & Resources	Graduate Engineer (Electronics)	G. Leng	6 months	20.09.10
Justice	Conciliation & Investigation Officer	L. Wall	1 month	06.09.10
Primary Industries, Parks, Water & Environment	Fire Operations Officer	G. Bennett	6 months	20.09.10
Treasury & Finance	Senior Research Officer	D. Verdouw	6 months	20.09.10
Port Arthur Historic Site Management Authority	IT Support Officer	P. Nowell	6 months	20.09.10

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	A. Lai	Manager, Sport and Club Development	13.09.10
Education	N. Turner	IT Support Officer - Schools & Client IT Support - Information & Technology Services	08.09.10
Education	R. Prince	School Library Technician - Huonville High School	20.09.10
Education	S. McShane	Assistant Principal - Director of Teaching & Learning - Tarooma High School	20.09.10
Education	D. Jones	School Administration Clerk - Tasman District School	20.09.10
Education	L. Bailey	Advanced Skills Teacher - Beaconsfield Primary School	20.09.10
Health & Human Services	J. Wood	Senior Social Worker	20.09.10
Health & Human Services	G. Williams	Support Officer PAS	04.10.10
Health & Human Services	J. Wells	Community Liaison Officer	10.09.10
Health & Human Services	A. Garnsey	Support Officer PAS	20.09.10
Health & Human Services	R. Blyth	Support Officer PAS	20.09.10
Health & Human Services	S. Jay	Area Manager	30.08.10
Health & Human Services	K. Mearns	Senior Data Analyst	14.09.10
Health & Human Services	J. Douglas	Senior Speech Pathologist	21.09.10
Health & Human Services	T. Taylor	Clinical Nurse	19.09.10
Health & Human Services	A. Bower	Co-ordinator Information Support Services	13.09.10
Health & Human Services	J. Young	Clinical Nurse Consultant	20.09.10

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Facilities Coordinator	L. Hobson	22.09.10
Health & Human Services	Home Help	B. Douglas	15.09.10
Health & Human Services	Rostered Carer	P. Hoelen	31.08.10
Health & Human Services	Child Protection Worker	M. Kuhlmann	15.04.10
Health & Human Services	Support Officer Supply & Facilities North/Northwest	S. Walker	13.09.10
Health & Human Services	HRS - Client Services Officer	C. Walker	10.09.10
Health & Human Services	Registered Nurse	D. Fry	15.09.10
Police & Emergency Management	Communications Technical Officer	B. Vincent	01.10.10
Primary Industries, Parks, Water & Environment	Horticulturist	R. Miller	06.09.10

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>
Treasury & Finance	Principal Net Developer	P. Bogels	20 months	25.10.10

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Clinical Nurse	C. MacDonald	10.09.10

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