



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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INCLUDING G.S.T.

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

Current driver's license. First Aid Certificate (Work place 2 – Senior First Aid).

Enquiries to John Gregory, Manager Sports Performance, phone (03) 6336 2256, email *john.gregory@tis.tas.gov.au*.

Applications to Justine McGuire, Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5836, 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

INDUSTRY DEVELOPMENT DIVISION

Regional Development

Client Manager (424426).

Applications Close:—Friday, 21 January 2011.

Salary:—\$72,479 – \$85,612 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Burnie.

Duties:—Deliver sustainable economic benefits through implementation and delivery of selected strategies, programs, and services targeted at enterprises in North West Tasmania to maximise employment, investment and growth outcomes in accordance with the Government's Economic Development Plan and broader economic objectives.

Desirable Requirements:—Current motor vehicle licence.

Relevant tertiary, or industry recognised qualifications or experience, and/or professional affiliations.

Enquiries to Dorothy Corbett for a copy of the Statement of Duties on (03) 6434 6261 or email *dorothy.corbett@development.tas.gov.au*. For further information regarding the vacancy, please contact Lara Hendriks, Regional Manager North West, phone (03) 6434 6397, email *lara.hendriks@development.tas.gov.au*.

Applications to Jakki Coombes, Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5852, 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

Sport and Recreation Tasmania

Tasmanian Institute of Sport

Sports Performance Officer, Strength and Conditioning (424912).

Applications Close:—Friday, 14 January 2011.

Salary:—\$57,038 – \$65,968 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Provide sports science services to Tasmanian Institute of Sport (TIS) athletes and coaches, with special emphasis on coaching of strength and conditioning.

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

Desirable Requirements:—Undergraduate degree in sports science or equivalent. ASCA Level One Strength and Conditioning certification or equivalent. ASCA Professional Coaching Structure Award – Graduate level or equivalent.

ECONOMIC DEVELOPMENT, TOURISM AND THE ARTS

INDUSTRY DEVELOPMENT DIVISION

Regional Development

Senior Project Manager (425215).

Applications Close:—Friday, 21 January 2011.

Salary:—\$88,539 – \$94,567 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time for 2 years.

Location:—Burnie.

Duties:—As a member of the North West Regional Office team, the Senior Project Manager will:—Conduct detailed analysis of the regional economy and industries, undertake complex investigations and prepare associated policy advice which supports the ongoing development of the North West

region, in line with the State's Economic Development Plan, the Local Government Partnerships Agreement Program and departmental goals and objectives. Deliver sustainable economic benefits to North West Tasmania through leading and managing the identification and implementation of development strategies that maximise investment, growth and job creation across the North West region.

Desirable Requirements:—Relevant tertiary or industry recognised qualifications.

Current drivers licence.

Enquiries to Dorothy Corbett for a copy of the Statement of Duties on (03) 6434 6261 or email dorothy.corbett@development.tas.gov.au. For further information regarding the vacancy, please contact Lara Hendriks, Regional Manager North West, phone (03) 6434 6397, email lara.hendriks@development.tas.gov.au.

Applications to Jakki Coombes, Human Resources, Department of Economic Development, Tourism and the Arts, G.P.O. Box 646, Hobart TAS 7001, phone (03) 6233 5852, 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

LINC's East

Hobart LINC

LINC Operations Co-ordinator, Services Support, Hobart LINC (700505).

Applications Close:—Friday, 14 January 2011.

Salary:—\$57,038 – \$65,968 pro rata.

Tasmanian State Service Award, General Stream, Band 4.

Permanent part-time 58.8 hours per fortnight.

Location:—Hobart LINC.

Description of Role:—To co-ordinate the day-to-day operations of assigned services and programs and supervise the work of associated staff.

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 diploma or post-secondary level qualifications.

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

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

Enquiries to Jane McGregor, Department of Education, phone 06 6233 9630, email jane.mcgregor@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

COMMUNITY KNOWLEDGE NETWORK

LINC's West

Co-ordinator Community Learning and Information Services, Strahan Library (700027).

Applications Close:—Friday, 14 January 2011.

Salary:—\$50,815 – \$55,312 pro rata.

Tasmanian State Service Award, General Stream, Band 3.

Fixed-term part-time 20 hours per fortnight from as soon as possible until 30 June 2011.

Location:—Stahan Library.

Description of Role:—To co-ordinate the day-to-day delivery of community learning and information services in an Online Access Centre or specified Library.

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 IV in Workplace Training and Assessment, Diploma in Library and Information Studies or equivalent TAFE or post secondary qualification.

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 Sue Howard, Department of Education, phone (03) 6434 6311, email sue.howard@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.

HEALTH AND HUMAN SERVICES

FINANCE AND BUSINESS PERFORMANCE

Finance, Legal and Procurement Services

Contract Officer (519443).

Applications Close:—Friday, 14 January 2011.

Salary:—\$56,276 – \$65,073 p.a..

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

Permanent full-time day work.

Location:—Procurement Advisory Service, Latrobe.

Duties:—In conjunction with the Manager Procurement and other senior staff identify opportunities to improve efficiency and effectiveness of contractual arrangements. Provision of support and advice to departmental staff and undertake liaison with client representatives on procurements and associated issues. Undertake the calling of tenders, facilitating evaluation of tenders, preparing contracts and administering contracts managed by the services.

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) 642 65476, 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

NORTH WEST AREA HEALTH SERVICE

North West Regional Hospital

Administrative Officer (501815) Re-advertised.

Applications Close:—Friday, 14 January 2011.

Salary:—\$50,134 – \$54,573 p.a.

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

Permanent part-time day work working 66.12 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North West Regional Hospital, Physiotherapy.

Duties:—Required to provide an efficient and high level administrative support service for the Physiotherapy Service across the North West Area Health Service including a requirement to travel to regional sites.

Provide effective and efficient administrative and clerical support to the Paediatric Physiotherapy Service in the day to day operations of services including the Paediatric Cerebral Palsy Tasmania Equipment Scheme for the North West of Tasmania.

Provide relief for other administrative staff as required across sites.

Desirable Requirements:—Demonstrated ability to provide administrative, clerical and organisational support services, including the capacity to undertake basic research. Sound knowledge and experience of current management and administrative practices.

A good understanding of information technology and an in-depth knowledge of a range of computer applications including word processing, publishing, operating spreadsheets, developing and maintaining databases and experience in developing statistical and other reports.

High level written and verbal communication skills including the ability to negotiate and liaise with a wide range of internal and external clients in a sensitive and confidential manner.

Enquiries to Debbie Duncan, Department of Health and Human Services, phone (03) 6490 8961, email debbie.duncan@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

Clinical Nurse (502371).

Applications Close:—Friday, 14 January 2011.

Salary:—\$65,595 – \$69,363 p.a.

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

Permanent part-time shift worker (fully rotational) 12.16 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Healthwest, West Coast District Hospital, Queenstown.

HealthWest is located on Tasmania's rugged West Coast within a picturesque environment that offers lifestyle rewards. The successful applicant will be working in a supported environment where there is a genuine commitment to the professional growth of individuals. HealthWest provides an opportunity for nurses to develop their scope of practice in a manner that is rewarding financially and professionally. The successful applicant will be a motivated registered nurse who is willing to develop experience in Aged Care, Acute Care and Emergency Care, working a fully rotation roster and contribute to the evidence based professional development of others. HealthWest will provide supported transitional accommodation for a limited period, negotiated upon offer of employment.

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

Enquiries to Bob Cartledge, Department of Health and Human Services, phone (03) 64722315, email bob.cartledge@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

POLICY, INFORMATION AND COMMISSIONING

Policy and Information

Data Analyst (514343).

Applications Close:—Friday, 14 January 2011.

Salary:—\$67,532 – \$70,611 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—The Data Analyst provides specialised advice and undertakes complex activities to deliver outcomes consistent with the terms of reference of the Information Services Team. Undertake regular cyclical extract, transform and load (ETL) processes to bring data from a range of Departmental administrative systems into databases managed by Information Services.

Desirable Requirements:—Demonstrated high level of proficiency in the use of database, business intelligence and spreadsheet applications, in particular, Visual Basic, SQL programming and the use of ETL development programs, such as SQL Server Integration Services. Demonstrated skills and experience in the use of computerised information systems, the analysis of statistical information and the development and preparation of reports within a technological environment. Good knowledge and understanding of health information issues, such as clinical coding and costing, or a demonstrated capacity to quickly acquire.

Enquiries to John Anderson, Department of Health and Human Services, phone (03) 6233 3147, email john.anderson@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

Assistant Manager Clinical Pharmacy (519988).

Applications Close:—Friday, 14 January 2011.

Salary:—\$71,381 – \$81,876 p.a.

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

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Provide a safe and efficient clinical pharmacy service to inpatients of the Royal Hobart Hospital. Support the Manager, Clinical Pharmacy in co-ordinating clinical pharmacy activities, undertaking projects, and managing the clinical pharmacy service. Undertake clinical duties in the full range of specialties and disciplines by providing cover during staff absence. Oversee the work of other team members and provide supervision and leadership.

Essential Requirements:—Registered 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, 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 Maurice Curtis, Department of Health and Human Services, phone (03) 6222 6693, email maurice.curtis@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Senior Pharmacy Technician, PBS (519983).

Applications Close:—Friday, 21 January 2011.

Salary:—\$56,276 – \$65,073 p.a.

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

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Oversee the work of other pharmacy technicians, and provide supervision and leadership. Co-ordinate and roster pharmacy technicians. Train pharmacy staff. Be responsible for the PBS claim process. Undertake the regular duties of a pharmacy technician.

Essential Requirements:—Possess or be actively enrolled in Certificate III or IV in Health Services Assistance (Hospital and Community Health Pharmacy Assistance from a recognised education institution; or Possess or be actively enrolled in Certificate III or IV in Hospital/Health Services Pharmacy Support from a recognised educational institution; or An Associated Diploma from a recognised educational institution, or an equivalent qualification, that is relevant to the work of a pharmacy technician; or Relevant training and/or experience determined in accordance with the provisions of Section 38 of the State Service Act 2000 that is relevant to the work of a pharmacy technician.

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 Maurice Curtis, Department of Health and Human Services, phone (03) 6222 6693, email maurice.curtis@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Team Leader, Specialist Clinical Pharmacy (519986).

Applications Close:—Friday, 14 January 2011.

Salary:—\$71,381 – \$81,876 p.a.

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

Permanent full-time day work (with oncall).

Location:—Royal Hobart Hospital.

Duties:—Provide a safe and efficient clinical pharmacy service to inpatients of the Royal Hobart Hospital. Oversee the work of other team members and provide supervision and leadership. Co-ordinate clinical pharmacy activities of team members. Support the Supervisory Pharmacist, Clinical Pharmacy.

Essential Requirements:—Registered 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 Maurice Curtis, Department of Health and Human Services, phone (03) 6222 6693, email maurice.curtis@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Client Services Officer (513455).

Applications Close:—Friday, 14 January 2011.

Salary:—\$44,378 – \$48,358 p.a.

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

Permanent full-time day work.

Location:—Repatriation Centre.

Duties:—Provide high level administrative, clerical and secretarial support to the Manager, Community Rehabilitation Unit (CRU); Royal Hobart Hospital Aged Care and Rehabilitation Clinics (Repatriation Centre campus), and Community Rehabilitation Unit professional staff as authorised by the Manager CRU. Undertake reception and organizational duties associated with the day-to-day operation of the unit and/or the clinics as required. The incumbent may be required to work in the Community Rehabilitation Unit, Aged Care and Rehabilitation Clinics (Repatriation Campus) or Peacock Reception as required to meet the Unit's needs and objectives.

Desirable Requirements:—Demonstrated knowledge of and experience in contemporary office management practices including high level keyboarding proficiency, a demonstrated ability to organize, manage, prioritise and complete tasks within a busy environment and with a high degree of accuracy. Demonstrated knowledge of and experience in the use of a wide range of PC software packages, including the MS Office suite. Previous experience with TrakCare and the RHH Patient Administration System (PAS) or similar is highly desirable.

Enquiries to Kerry Williams, Department of Health and Human Services, phone (03) 6222 7209, email kerry.williams@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Staffing Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 1060, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Primary Health Services South

Health Promotion Co-ordinator (505383).

Applications Close:—Friday, 21 January 2011.

Salary:—\$71,624 – \$84,834 p.a.

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

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

Location:—Hobart.

Duties:—The Health Promotion Co-ordinator is responsible for the development and evaluation of community development and health promotion processes across the Southern Area in accordance with Agency policies and within a primary health care framework.

Desirable Requirements:—Demonstrated sound knowledge of the principles and practice of primary health care, health promotion and community development. High level interpersonal, communication, collaboration, negotiation and conflict resolution skills. High level leadership ability and an innovative approach to problem solving. Understanding of the complex environment of community and health services delivery, including the ability to understand the political, social and organizational environment impacting on the Agency.

Enquiries to Fred Howard, Department of Health and Human Services, phone (03) 6233 6703, email fred.howard@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink, Recruitment Services, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Cancer Care Co-ordinator (Lung and Colon) (518269) Re-advertised.

Applications Close:—Friday, 28 January 2011.

Salary:—\$74,477 – \$79,725 p.a.

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

Permanent full-time day worker, working 76 hours per fortnight.

Location:—Royal Hobart Hospital.

Duties:—The Cancer Care Co-ordinator provides quality patient centered care for people diagnosed with lung/colon cancer by facilitating the continuity and quality of care across both the acute and primary health care settings that a person with cancer may have to negotiate in Tasmania. The Cancer Care Co-ordinator collaborates with other members of the multidisciplinary team to identify improvements in cancer co-ordination and service accessibility within the designated area and assist in the development and implementation of system changes and process improvements to support care co-ordination.

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

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

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Royal Hobart Hospital

Registrar Emergency Medicine, Multiple Vacancies (512832).

Applications Close:—Thursday, 16 February 2012.

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 work commencing as soon as possible for a period of up to 2 years.

Location:—Royal Hobart Hospital.

Duties:—The Royal Hobart Hospital is a Tertiary Referral Hospital that receives patients from across Tasmania. It has a busy modern Emergency Department that treats more than 45,000 patients a year of which approximately 25% are admitted. The caseload is varied with 25% paediatric patients as well as a variety of medical, surgical, psychiatric and obstetric patients. There is a strong consultant presence within the Department with an emphasis on teaching. There is protected registrar teaching time weekly and exam preparation programs which have been very successful for both Primary and Fellowship Exams.

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

Enquiries to Dr Emma Huckerby, Department of Health and Human Services, phone (03) 6222 6701, email emma.huckerby@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink Recruitment Services, Human Resources, Department of Health and Human Services, G.P.O. Box 1060, Hobart 7001.

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Alcohol and Drug Services

Allied Health Professional (Alcohol and Drug Service) (500841).

Applications Close:—Friday, 14 January 2011.

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 daywork, commencing as soon as possible for a period of 12 months.

Location:—Alcohol and Drug Service, North West.

The Alcohol and Drug Service North West is seeking to employ an Allied Health Worker to be part of a supportive and dynamic multidisciplinary team who will be responsible in providing comprehensive assessment, referral and treatment interventions for individuals with complex alcohol and/or drug issues. The occupant will also be responsible in providing information and advice to the general community and secondary liaison and consultancy to departmental agencies and community service organisations on alcohol and other drug related issues. This is both a challenging and rewarding position which offers you the opportunity to learn new skills and knowledge whilst assisting individuals to deal with issues which are significantly impacting on their lives.

Essential Requirements:— Degree in Social Work giving eligibility for membership to the Australian Association for Social Workers, or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology 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 Clive Appleby, Department of Health and Human Services, phone (03) 6429 8555, email clive.appleby@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

Forensic Mental Health Services

Community Forensic MHS

Court Liaison Officer (512877d).

Applications Close:—Friday, 21 January 2011.

Salary:—\$71,381 – \$81,876 p.a.

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

Permanent full-time daywork.

Location:—Launceston.

PLEASE NOTE: This vacancy is also advertised as a Clinical Nurse Specialist (512877) there is one vacancy and one vacancy will be filled based on merit.

Payment of the Correctional Health Services allowance of 6.5% applies.

Duties: Provide assessment, intervention and referral services to individuals at the beginning of the criminal justice system. Provide specialist liaison and consultation about mental health matters and management of associated problems to Magistrates, Lawyers, Police, Community Corrections staff at the Launceston, Devonport and Burnie Magistrates Court and Launceston Remand Centre.

Essential Requirements:— Degree in Social Work giving eligibility for membership to the Australian Association

for Social Workers, or Graduate of an approved School of Occupational Therapy and eligibility for membership to OT Australia (Australia Association of Occupational Therapy), or Registered with the Psychology 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 Scott Beswick, Department of Health and Human Services, phone (03) 6336 2627, email scott.beswick@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

Forensic Mental Health Services

Community Forensic MHS

Court Liaison Officer, Clinical Nurse Specialist (512877).

Applications Close:—Friday, 21 January 2011.

Salary:—\$73,884 – \$74,557 p.a.

Nurses (TPS) Award, Clinical Nurse Specialist.

Permanent full-time daywork.

Location:—Launceston.

PLEASE NOTE: This vacancy is also advertised as an Allied Health Professional (512877d) there is one vacancy and one vacancy will be filled based on merit.

Payment of the Correctional Health Services allowance of 6.5% applies.

Duties: Provide assessment, intervention and referral services to individuals at the beginning of the criminal justice system. Provide specialist liaison and consultation about mental health matters and management of associated problems to Magistrates, Lawyers, Police, Community Corrections staff at the Launceston, Devonport and Burnie Magistrates Court and Launceston Remand Centre.

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.

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 Scott Beswick, Department of Health and Human Services, phone (03) 6336 2627, email scott.beswick@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Health and Wellbeing Services

Oral Health Services

Area Manager, South (513125).

Applications Close:—Friday, 21 January 2011.

Salary:—\$87,667 – \$93,681 p.a.

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

Permanent full-time day work.

Location:—Oral Health Services, Hobart.

Duties:—Manage effectively and efficiently the operations of Oral Health Services Tasmania in accordance with Agency standards and policy. Provide leadership and line management to the senior staff in the area, incorporating Dental Officers, Dental Therapists, Dental Assistants, Customer Service Officers, Prosthetists, Technicians, and administrative staff. Co-ordinate the implementation of agreed strategic priorities for the local area and co-ordinate the delivery of quality customer services. Establish collaborative relationships with internal and external stakeholders to ensure the provision of effective, high quality services to people requiring oral health care.

Desirable Requirements:—High-level experience in managing human, financial and material resources with knowledge of contemporary management practice, with emphasis on continuous quality improvement programs, change management and best practice. High level strategic, conceptual, analytical and creative skills including an ability to understand the political, social and organizational environment, to identify relevant issues and make sound judgements about Agency strategies and directions. High level communication, negotiation and conflict resolution skills, proven ability to work constructively as part of a management team and the ability to represent Oral Health Services Tasmania, explain its goals, policies and services to identify mutually acceptable solutions of differing interests.

Enquiries to Angie Byrom, Department of Health and Human Services, phone (03) 6214 5461, email angie.byrom@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North

Community Mental Health Nurse (504939).

Applications Close:—Friday, 14 January 2011.

Salary:—\$58,055 – \$69,363 p.a.

Nurses (TPS) Award, Community FCH Nurse.

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

Location:—Older Persons Mental Health Services, Launceston.

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

Essential Requirements:—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 Fiona Young, Department of Health and Human Services, phone (03) 6336 4156, email fiona.young@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

STRATEGIC AND PORTFOLIO SERVICES

Communications and Media Adviser (518519).

Applications Close:—Friday, 28 January 2011.

Salary:—\$71,624 – \$84,834 p.a.

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

Permanent full-time day work.

Location:—Hobart.

Duties:—To guide and support development, implementation and evaluation of service/program/project-specific communications strategies and plans throughout the Agency. Participate in the determination of Communication Services Unit priorities, including the development of policy, quality initiatives and strategies.

Desirable Requirements:—Highly developed strategic communications skills, including the ability to develop, and

implement and evaluate communications strategies and to understand the political and organisational environment and deal with complex issues. Highly developed written communication skills, including the capacity to produce high quality documents in a variety of communication formats for a range of target audiences. Highly developed verbal communication, liaison, negotiation and interpersonal skills, with a willingness and ability to interact with a wide range of internal and external stakeholders.

Enquiries to Mara Pritchard, Department of Health and Human Services, phone (03) 62338405, email mara.pritchard@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

CORPORATE SERVICES DIVISION

Human Resources

Human Resources Advisor (372147).

Applications Close:—Friday, 14 January 2011.

Salary:—\$57,038 – \$65,968 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—Co-ordinate, review and administer recruitment and selection activities and processes producing relevant correspondence, drafting contracts and maintaining records in accordance with Departmental and legislative requirements.

Provide managers and employees with accurate and timely advice on the application of HR policy and procedures.

Assist in the development, implementation and review of contemporary HR policies and procedures as required.

Deliver efficient and effective payroll functions that comply with relevant legislation and industrial arrangements, and maintain accurate human resource and personnel records.

Enquiries to Sean O'Connor, Team Leader Payroll, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart, phone (03) 6233 6396, email sean.oconnor@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

Registration and Licensing Branch

Service Delivery Consultant (372365).

Applications Close:—Friday, 14 January 2011.

Salary:—\$44,925 – \$48,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Duties:—Providing advice and information on Transport

Access Scheme, Student Concessions and Conveyance Allowance.

Providing support to Vehicle Operations Branch through the Vehicle Inspection Booking System and advising clients on related requirements.

Undertaking a range of tasks such as processing mail transactions, change of address requests, notices of disposal or motor vehicles and cancellation of security interests.

Accessing, interpreting and updating information on a Motor Registry database including creating bookings on the Driver Test Booking System.

Checking source documents for accuracy and completing performance-monitoring reports when necessary.

Operating the TES equipment including the entering of statistical data relating to enquiry types.

Providing timely and accurate response to client enquiries relating to registration and licensing transactions.

Enquiries to Natalie Roddam, Manager Client Services, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 5295, email Natalie.Roddam@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, G.P.O. Box 936 Hobart 7001, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

JUSTICE

COMMUNITY CORRECTIONS

Southern Region

Community Service Order Supervisor (355396).

Applications Close:—Friday, 14 January 2011.

Salary:—\$34,815 – \$43,365 pro rata.

Tasmanian State Service Award, General Stream, Band 1.

Fixed-term casual will include some work on Sundays, commencing as soon as possible until 31 March 2011 with the possibility of an extension.

Location:—Southern Region.

Duties:—Advise, direct and encourage people undertaking Community Service Orders to complete their orders, providing clear practical demonstration to clients in the type of work required. Initiate and maintain contact with individuals and representatives or organisations receiving assistance from Community Service Order programs and to advise the appropriate Probation Officer of any change in their circumstances or needs.

Essential Requirements:—A current motor vehicle driver's licence. Current First Aid Certificate.

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

Enquiries to Tristan Bell, Co-ordinator CSO Scheme, Community Corrections, Department of Justice, phone

(03) 6233 3105, email tristan.bell@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 Tristan Bell on (03) 6233 3105.

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

MAGISTRATES COURT

North West

Clerk (350250).

Applications Close:—Friday, 14 January 2011.

Salary:—\$44,925 – \$48,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time working 73.50 hours per fortnight.

Location:—Devonport.

Duties:—Filing and processing formal court documents relative to the Magistrates Court and various tribunals. Data entry for all court systems including Criminal Registry Information Management and Enquiry System (CRIMES), Civil Registry Management System (CRMS), Financial Management Information System (Finance One). Clerical duties including the accurate collation and preparation of court lists; preparation of Court orders; monitoring and ordering stationery; responding to telephone and counter enquiries and providing assistance to court users.

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

Enquiries to Cathryn McCaffrey, District Supervisor, NW Magistrates Court, Department of Justice, phone (03) 6421 7885, email cathryn.mccaffrey@justice.tas.gov.au.

Applications to Human Resources, Recruitment and Establishment, Department of Justice, G.P.O. Box 825, Hobart, Tasmania 7001, phone (013) 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 Cathryn McCaffrey on (03) 6421 7885.

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

OFFICE OF THE ANTI-DISCRIMINATION COMMISSIONER

Training, Education and Development Officer (355032).

Applications Close:—Friday, 21 January 2011.

Salary:—\$57,038 – \$65,968 p.a..

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hours per fortnight (possibility of part-time hours).

Location:—Hobart.

Duties:—Contribute to the development of the training and education plan of the Office of the Anti-Discrimination Commissioner. To be done in close liaison with the Senior Training, Education and Development Officer. Contribute to the development of and maintain and deliver on-site training and community education programs across Tasmania to promote attitudes, acts and practices against discrimination and prohibited conduct consistent with the training and education plan of the Office of the Anti-Discrimination Commissioner.

Desirable Requirements:—A relevant tertiary qualification. Appropriate qualifications and experience in community liaison, education and/or training.

Enquiries to Robyn Miller, Executive Officer, Office of the Anti-Discrimination Commissioner, Department of Justice, phone (03) 6233 4741, email robyn.miller@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 Robyn Miller on (03) 6233 4741.

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

WORKPLACE STANDARDS TASMANIA

Major Infrastructure Branch

Gas Safety Specialist, Installations, Appliances and Programs (355658).

Applications Close:—Friday, 21 January 2011.

Salary:—\$72,479 – \$85,612 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—Launceston.

Duties:—Implement the regional programs for delegated gas installation approval programs, provide leadership, co-ordination and implementation of allocated specialist state wide programs on emerging gas industry projects. As directed represent the department on industry development committees or working groups. Facilitate project development initiatives or strategies and implement timely outcomes for the gas industry.

Essential Requirements:—A current Tasmanian drivers licence. Tasmanian Gas Fitting, Licence endorsed for LP Gas. Tasmanian Certificate of Competency, Type A Gas Fitting (Natural Gas). Tasmanian Certificate of Competency, Type B Gas Fitting, or an equivalent qualification.

Desirable Requirements:—Extensive gas industry experience and knowledge, with demonstrated specialist knowledge in gas combustion technology and industrial installations.

Enquiries to Colin Gardner, Principal Gas Standards and Policy Officer, Workplace Standards Tasmania, Department of Justice, phone (03) 6233 9535, email colin.gardner@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 Colin Gardner on (03) 6233 9535.

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

WORKPLACE STANDARDS TASMANIA

Major Infrastructure Branch

Senior Inspector of Mines (356317).

Applications Close:—Friday, 21 January 2011.

Salary:—\$72,479 – \$85,612 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.5 hours per fortnight.

Location:—Launceston.

Duties:—Provide professional and complex technical advice on mining issues to the Chief Inspector of Mines, Senior Managers, Directors, Industry and other key stakeholders to ensure the appropriate use of resources by companies to mitigate OHandS risk, focussed on improving the implementation of, and compliance with, legislation administered by Workplace Standards Tasmania.

Desirable Requirements:—Appropriate qualifications in a relevant discipline such as management, occupational health and safety etc coupled with extensive relevant industrial experience.

Enquiries to Andrew Tunstall, Principal Inspector of Mines, Workplace Standards Tasmania, Department of Justice, phone (03) 6434 6234, mobile 0419 155805, email andrew.tunstall@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 Andrew Tunstall on (03) 6434 6234 or 0419 155805.

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

STATE EMERGENCY SERVICE

State Headquarters

Clerical Support Officer (002193).

Applications Close:—Friday, 14 January 2011.

Salary:—\$44,925 – \$48,998 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Hobart.

Duties:—To provide administrative, keyboard and

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 Certificate 3 or equivalent level.

Enquiries to Ms Simone Axton, District Executive Officer, State Emergency Service, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2766, email Simone.Axton@ses.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

Trades Assistant (Building and Works) (0111).

Applications Close:—Friday, 14 January 2011.

Salary:—\$44,925 – \$48,998 p.a.

Port Arthur Historic Site Management Authority Award, General Stream, Band 2.

Permanent full-time 38 hrs per week worked over a 9 day fortnight.

Location:—Port Arthur.

Duties:—Provide experienced labouring assistance to trades staff by undertaking basic maintenance of equipment, structures and infrastructure with the Port Arthur Historic Site.

Desirable Requirements:—Current Drivers Licence.

Enquiries to Rod Cooper, Senior Conservation Project Officer, Port Arthur Historic Site Management Authority, phone (03) 6251 2372, email rod.cooper@portarthur.org.au.

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

PREMIER AND CABINET

EXECUTIVE DIVISION

Portfolio Services

Senior Executive Officer (001777).

Applications Close:—Friday, 14 January 2011.

Salary:—\$72,479 – \$85,612 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Assist the Portfolio Services Manager, Portfolio Services Unit in ensuring the high quality and effective flow of information/ material to and from the Executive Division, the Premier's Office and other Ministerial Offices supported by the Department of Premier and Cabinet (DPAC), and all divisions of the Department. Ensure that such information/ material is timely, meets the required standards and is consistent with current Government policies. Assist with designated programs and projects administered by the Executive Division.

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

Enquiries to Sally Shepherd, Portfolio Services Manager, Department of Premier and Cabinet, phone (03) 6270 5637, email sally.shepherd@dpac.tas.gov.au.

Applications to Mark Cook, Senior HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart, TAS 7001, phone (03) 6270 5452, email job.application@dpac.tas.gov.au.

PREMIER AND CABINET TMD

Executive Officer (001740).

Applications Close:—Friday, 14 January 2011.

Salary:—\$68,385 – \$71,516 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—Coordinate the day-to-day activities of the office of the General Manager TMD including provision of high level information systems, clerical and executive officer support. Supervise the Corporate Support team to ensure the provision of cost effective, quality administrative services and processes for Senior Managers and members of the Division as a whole.

WITHDRAWN

Enquiries to Piero Peroni, General Manager, TMD, Department of Premier and Cabinet, phone (03) 6232 7667, email Piero.Peroni@dpac.tas.gov.au

Applications to Mark Bryce, Senior HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tasmania 7001, phone (03) 6233 3981, fax (03) 6233 3682, email job.application@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations and Performance

Environmental and Safety Officer (706628).

Applications Close:—Tuesday, 25 January 2011.

Salary:—\$72,479 – \$85,612 p.a..

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time for two years.

Location:—Hobart.

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

Duties:—Provide specialist advice and support to the Manager Operations and Performance in the development and management of the Parks and Wildlife Service (PWS) Environmental Management System (EMS) and ongoing implementation of the Agency occupational health and safety management system (OHSMS).

Desirable Requirements:—Tertiary qualifications in environmental management or equivalent competency (working in a related field for a minimum of 3 years). Diploma in Environmental Science and/or Occupational Health and Safety Management. Certificate IV in Workplace Assessment and Training.

Current motor vehicle drivers licence.

Enquiries to Mark Bryce, phone (03) 6233 3981, email mark.bryce@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.

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

PARKS AND WILDLIFE SERVICE

Operations and Performance

North-West Region

Field Officer, Lake St Clair (706463).

Applications Close:—Friday, 14 January 2011.

Salary:—\$44,925 – \$48,998 p.a..

Tasmanian State Service Award, General Stream, Band 2.

Permanent full-time.

Location:—Lake St Clair.

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

A percentage salary loading may be payable in addition to the annual award salary for those employees who are authorised to undertake work on weekends, public holidays, outside normal working hours and for performing first aid duties.

Duties:—Implement the Field Centre operational plans, carry out work to maintain field centre infrastructure and facilities for the conservation and sustainable use of natural and cultural resources.

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

Desirable Requirements:—A workplace Level 2 First Aid Certificate.

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

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

Enquiries to Nic Deka, phone (03) 6492 1133, email nic.deka@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.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Operations and Performance

North-West Region

Ranger in Charge- Cradle Mountain (706453).

Applications Close:—Friday, 14 January 2011.

Salary:—\$68,385 – \$71,516 p.a..

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Cradle Mountain.

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

A percentage salary loading may be payable in addition to the annual award salary for those employees who are authorised to undertake work on weekends, public holidays, outside normal working hours and for performing first aid duties.

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

Essential Requirements:—A Diploma in Conservation and Land Management or equivalent qualifications deemed appropriate.

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

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

Enquiries to Nic Deka, phone (03) 6492 1133, email nic.deka@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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PRIMARY INDUSTRIES, PARKS, WATER AND
ENVIRONMENT

PARKS AND WILDLIFE SERVICE

Business Services

Administrative Officer, Leases and Licences (706627).

Applications Close:—Friday, 14 January 2011.

Salary:—\$50,815 – \$55,312 p.a.

Tasmanian State Service Award, General 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:—To provide support to the Manager Reserved Land Leases and Licences in undertaking the ongoing management and administration of leases and licences on Reserved Land, including the assessment and processing of applications and the implementation of special projects. Assist with the review of current leases and licences and the conversion of tenure over Reserved Land pursuant to the National Parks and Reserves Management Act 2002.

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

Enquiries to Chris Price, phone (03) 6233 9235, email chris.price@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@dpiuwe.tas.gov.au.

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

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TREASURY AND FINANCE

ECONOMIC AND FINANCIAL POLICY DIVISION

Economic Policy Branch

Research Officer (724248).

Applications Close:—Friday, 14 January 2011.

Salary:—\$57,038 – \$65,968 p.a..

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time as soon as possible for a period of up to 12 months.

Location:—Hobart.

Duties:—In the context of the selection criteria, to be successful in the position applicants will assist in the management of licensing processes and maintenance of codes applicable to Tasmanian gas and electricity industries; and

assist in the regulatory determination and approval process.

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

Enquiries to Ray Chan, Assistant Director, Office of the Tasmanian Economic Regulator, Department of Treasury and Finance, phone (03) 6233 6204, email ray.chan@treasury.tas.gov.au.

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

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6233 3483.

**Tasmanian Government
Senior Executives Service**

TREASURY AND FINANCE

OFFICE OF THE SECRETARY

**Deputy Secretary, Economic and Financial Policy Division
(721056).**

Applications Close:—Friday, 21 January 2011.

Salary:—\$189,350 – \$217,753 p.a.

Senior Executive, Level 4.

Senior Executive Contract full-time position for a period of up to 5 years.

Location:—Hobart.

Duties:—As a senior Treasury and Finance representative and head of the Economic and Financial Policy Division this position provides authoritative policy advice and strategic options to the Government on the state's economic, financial and regulatory policies and financial management matters (particularly relating to the state's budget revenues). These may have a high public profile and are often of a highly sensitive nature. The role also provides direction on broader policy issues with economic, budgetary, regulatory and resource management implications. This position has a key role in helping to represent and position Tasmania in accordance with the strategic objectives of the Government in relevant national forums and most importantly as they may relate to the state's financial relations with the Australian Government.

As a member of the Department's Executive management team, the position provides leadership and high level management of the human, physical and financial resources within Treasury, helping to build organisation capability and agility. The role has high-level input into the development and implementation of corporate objectives and champions a collaborative approach both internally and externally.

In the context of the selection criteria, to be successful in the position applicants will have:—a successful track record and extensive experience in providing strategic advice at the highest levels in policy and financial settings; high level leadership skills and the demonstrated capacity to manage human, financial and physical resources at a senior level and considerable personal credibility, combined with strong influencing and negotiating skills and the ability to enhance the Department's reputation for independence and objectivity.

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

Enquiries to Joy Crane, Assistant Director, Human Resources Branch, Department of Treasury and Finance, phone (03) 6233 4896, email joy.crane@treasury.tas.gov.au.

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

Applications MUST address the selection criteria outlined in the Statement of Duties. Job Kits (including the Statement of Duties) can be downloaded from the Job Kit section on the left hand side of this page or alternatively by phoning the Recruitment Officer on (03) 6233 3483.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Communications and Events Project Officer	M. Knight	6 months	04.01.11
Education	Education Facility Attendant - Parklands High School	D. Smith	6 months	09.12.10
Education	Network Support Officer - Information and Technology Services Branch	J. Underwood-Tickner	6 months	29.11.10
Education	Teacher Aide Special - Brighton Primary School	J. Heawood	6 months	10.12.10
Education	Network Support Officer - Information and Technology Services Branch	A. Danglmaier	6 months	29.11.10
Education	Teacher - Smithton High School	L. Blake	6 months	09.12.10
Education	Teacher Aide Special - Havenview Primary School	L. Ryan	6 months	25.11.10
Education	Education Review Officer - Educational Performance Services	N. D'Alessandro	6 months	06.12.10
Education	Speech and Language Pathologist - Learning Services North	S. McGregor	6 months	01.01.11
Education	Customer Services Officer - Scottsdale Library	S. Alexander	6 months	06.12.10
Education	Training Consultant - Skills Tasmania	N. Burton	6 months	06.12.10
Education	Speech and Language Pathologist	R. Chivas	6 months	01.01.11
Education	Systems Support & Development Officer - Resource Discovery and Collections Branch	D. Horton	6 months	06.12.10
Education	Teacher Aide Special - Early Childhood Intervention Services Devonport	C. De Jong	6 months	25.11.10
Education	Education Facility Attendant - Burnie High School	S. Airey	6 months	09.12.10
Education	Education Facility Attendant - St Leonards Primary School	N. Price	6 months	29.11.10
Health & Human Services	PIMS Clerk	V. Bean	6 months	06.01.11
Health & Human Services	Registered Nurse	C. Eatts	6 months	09.01.11
Health & Human Services	Enrolled Nurse	M. Spriggs	6 Months	17.12.10
Health & Human Services	Physiotherapist	S. Shanahan	6 months	20.12.10
Health & Human Services	Clinical Nurse	A. Triffett	NA	11.01.11
Health & Human Services	Registered Nurse	J. Huisman	6 months	09.01.11
Health & Human Services	Child and Family Health Nurse	R. Bishop	6 months	10.01.11
Health & Human Services	Technician (Biomedical Engineering)	I. Kalis	6 months	03.01.11
Health & Human Services	Registered Nurse	J. Ma	6 Months	16.01.11
Health & Human Services	Community Podiatrist	E. Bell	6 months	10.01.11
Health & Human Services	Child & Family Health Nurse	A. Le Mercier	6 months	10.01.11
Health & Human Services	Registered Nurse	N. Probets	6 months	30.01.11
Health & Human Services	Registered Nurse	M. Holzberger	6 Months	17.01.11
Health & Human Services	Regional Manager Patient Information Services	J. Emmerton	NA	10.01.11
Health & Human Services	Community Health Nurse	M. Chifley	6 months	10.01.11
Health & Human Services	Dental Officer	A. Fejer	6 months	10.01.11
Health & Human Services	Dietitian	V. Dulayanurak	6 months	04.01.11
Health & Human Services	Registered Nurse	J. Sinclair	6 Months	31.01.11
Health & Human Services	PIMS Clerk	N. Bourn	6 months	04.01.11
Health & Human Services	Child Protection Worker	A. Wild	6 months	04.01.11
Health & Human Services	Executive Assistant	F. Lolias	6 months	22.12.10
Health & Human Services	Registered Nurse	S. Kositsin	6 months	09.01.11
Health & Human Services	Clinical Nurse Educator	A. Parker	6 Months	26.12.10

Health & Human Services	Neuromuscular Degenerative Disease Nurse Specialist/Educator	T. Hoult	6 months	07.02.11
Health & Human Services	Youth Justice Worker	K. Jackson	6 months	21.12.10
Justice	Facilitator Intervention Program	S. O'Beirne	6 months	20.12.10
Justice	Administration & Liaison Officer	J. Thornton	6 months	20.12.10
Police & Emergency Management	Speed Camera Operator	R. Schieler	NA	23.12.10
Premier & Cabinet	Security/Utility Officer	M. Johnson	6 Months	16.12.10
Primary Industries, Parks, Water & Environment	Valuer	M. Kyle	6 months	18.01.11
Primary Industries, Parks, Water & Environment	Clerk/Receptionist	V. Davies	6 months	31.01.11
Primary Industries, Parks, Water & Environment	Valuer	B. Austen	6 months	05.01.11
Primary Industries, Parks, Water & Environment	Technical Officer	M. Ansell	6 months	14.12.10
Primary Industries, Parks, Water & Environment	Projects, Assets and Procurement Manager (North)	K. Ryan	6 months	10.01.11
Primary Industries, Parks, Water & Environment	Valuer	C. Rooke	6 months	20.01.11
Treasury & Finance	Senior Policy Analyst	A. Critchley	6 months	10.01.11

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>
Justice	Enforcement Officer	H. McLaren	18 months	04.01.11
Justice	Enforcement Officer	C. Butler	18 months	04.01.11
Justice	Enforcement Officer	L. Reynolds	18 months	04.01.11
Justice	Enforcement Officer	L. Aplin	18 months	04.01.11
Justice	Enforcement Officer	J. Connor-Kearns	18 months	04.01.11
Justice	Enforcement Officer	P. Cummins	18 months	04.01.11
Primary Industries, Parks, Water & Environment	Water Management Officer	A. Skold	18 months	19.01.11
Primary Industries, Parks, Water & Environment	Field Officer (Fox Eradication)	S. Ridgeway	Two years	04.01.11

Appointment of Officers

<i>Agency</i>	<i>Officers Name</i>	<i>Duties Assigned</i>	<i>Date of Appointment</i>	<i>Duration</i>
Primary Industries, Parks, Water & Environment	A. Scott	General Manager (Resource Management and Conservation)	20.12.10	5 years

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Infrastructure, Energy & Resources	C. Pitt	Premier & Cabinet	Technology Team Leader	23.12.10
Infrastructure, Energy & Resources	J. Kelly	Tasmanian Polytechnic	HR Advisor	25.12.10

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	C. Plottier	Senior Business Analyst	23.12.10
Education	G. Robinson	Principal - Taroona Primary School	01.01.11
Education	A. Oakley	Principal Education Review Officer - Educational Performance Services (South)	09.12.10
Education	P. Walker	Principal - Dover District High School	01.01.11
Education	D. Fisher	Principal - Glen Dhu Primary School	01.01.11
Education	T. King	Principal - Strahan Primary School	01.01.11
Education	S. Robinson	Principal - Bruny Island District School	01.01.11
Education	J. Viney	Principal - Bicheno Primary School	01.01.11
Education	A. Woodard	Principal - Table Cape Primary School	01.01.11
Education	B. Wilson	Advanced Skills Teacher - New Town High School	13.12.10
Education	B. Campbell	Principal - Mole Creek Primary School	18.12.10
Education	J. MacKenzie	Principal - Zeehan Primary School	01.01.11
Education	M. Baird	Speech and Language Pathologist - Learning Services North	01.01.11
Education	A. Eastley	Principal - Meander Primary School	01.01.11
Education	K. Stanley	Advanced Skills Teacher - Woodbridge School	01.01.11
Education	P. O'Keefe	Principal - Rokeby High School	01.01.11
Education	J. Lockley	Business Services Manager - Strategy and Performance Branch	06.12.10
Health & Human Services	C. Fitzmaurice	Senior Client Services Officer (ODR)	24.12.10
Health & Human Services	J. Evans	Project Support Officer	22.12.10
Health & Human Services	J. Yasuda	Data Administrator Cervical Cancer Prevention Program	23.12.10
Health & Human Services	K. Wilson	Senior Policy Officer Youth at Risk	04.01.11
Health & Human Services	E. Lamond	Manager Cervical Cancer Prevention Program	04.01.11
Health & Human Services	H. Knibbe	Clinical Nurse Consultant	17.01.11
Health & Human Services	B. Noonan	Clinical Nurse - Aged Service Southern Area Team	24.11.10
Premier & Cabinet	R. Hinkley	Assistant Director	04.01.10
Premier & Cabinet	S. Honson	Information Technology Consultant	04.01.11
Premier & Cabinet	B. Teale	Senior Consultant HWB	06.12.10
Premier & Cabinet	C. Pitt	Technology Team Manager	23.12.10
Premier & Cabinet	B. Blazely	Information Technology Consultant	04.01.11
Primary Industries, Parks, Water & Environment	S. Black	Senior Technical Officer	23.12.10
Primary Industries, Parks, Water & Environment	L. Gilfedder	Senior Conservation Scientist	23.12.10
The Skills Institute	J. Dodd	Operations Manager	23.12.10

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	LINC Operations Coordinator - Services Support	J. Saltmarsh	22.12.10
Education	Communications and Marketing Officer	S. Caporn	01.11.10
Education	Principal	G. Ashman	29.10.10
Education	Teacher	A. McGill	17.12.10
Education	Teacher Aide General	D. Beams	24.11.10
Health & Human Services	Admissions Officer, Client Services	V. Beare	17.12.10
Health & Human Services	Enrolled Nurse	S. Salvador	16.10.10
Health & Human Services	Registered Nurse	J. Devereaux	11.12.10
Health & Human Services	Housing Analyst	N. Spence	22.12.10
Health & Human Services	Dental Officer	M. Pandey	17.12.10
Health & Human Services	Registered Nurse	K. Flint	25.12.10
Health & Human Services	Clinical Nurse	A. Schuurmans	18.12.10
Health & Human Services	Finance Services Officer	M. Godwin	16.12.10
Health & Human Services	Home Help Personal Carer	K. Barry	22.12.10
Infrastructure, Energy & Resources	School Crossing Patrol Officer	W. Granger	17.12.10
Justice	Facilitator Intervention Programs	C. Altclass	24.12.10
Police & Emergency Management	Clerical Support Officer	P. Grundy	23.12.10
Premier & Cabinet	Administrative Assistant	A. Wilson	24.12.10
Premier & Cabinet	Project Support & Administration Officer	R. Wilson	24.12.10
Premier & Cabinet	Finance Officer	R. Kaye	03.01.11
Tasmanian Audit Office	Financial Audit Cadet	R. Filler	04.01.11
Tasmanian Audit Office	Graduate Financial Auditor	T. Wang	07.01.11
Tasmanian Polytechnic	Teacher	D. Oakford	31.12.10

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	Teacher Aide General	S. Clarke	17.12.10
Education	Teacher	G. Pearce	31.12.10
Education	Teacher Aide General	D. Perry	16.12.10
Education	Advanced Skills Teacher	R. Duniam	31.12.10
Education	Teacher	D. Conroy	17.12.10
Education	Teacher	G. Kidd	31.12.10
Education	Teacher Aide Special	W. Page	17.12.10
Education	Assistant Principal	G. Collis	31.12.10
Education	Teacher	J. Blaine	22.12.10
Education	Education Facility Attendant	H. Townsend	17.12.10
Education	Social Worker	R. Spaulding	10.12.10
Education	Teacher	M. Owen	17.12.10
Education	Teacher	A. O'Hern	30.12.10
Education	School Administrative Clerk	J. Harman	17.12.10
Education	Administration Clerk	K. Godfrey	02.12.10
Education	Teacher	C. Smith	25.11.10
Health & Human Services	Director of Nursing	H. McLean	10.12.10
Health & Human Services	Clinical Nurse Consultant	T. Bryan	27.11.10
Health & Human Services	Clinical Director North West	J. Tudehope	21.12.10
Health & Human Services	Child Protection Worker	A. Britz	28.12.10
Health & Human Services	Community Nurse	R. Brain	18.12.10
Police & Emergency Management	Leading Firefighter	R. Henry	16.12.10
Primary Industries, Parks, Water & Environment	Administrative Assistant	L. Spotswood	24.12.10
Tasmanian Polytechnic	Teacher	A. Ranson	24.12.10
Tasmanian Polytechnic	HR Operations Officer	M. Crane	06.01.11



Our conscience is crystal clear.

Together we can make a difference.

Print Applied Technology remains ever vigilant in reducing the impact of its operations on the environment, and environmental management within our production facilities is considered a critical aspect of our business.

Our investment in a world class 'EcoClean' solvent recycling system from Europe has enabled us to recycle all our solvent liquids for reuse, instead of disposing of this material which is traditional industry practice. Waste paper is managed via extraction systems and a compaction unit, capturing and bundling all waste generated during the production cycle which is then collected for recycling, reducing landfill. Vegetable based inks are used where possible on our presses, and green office principles are employed.

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(FSC). FSC certification is the "Gold Standard" for eco forestry worldwide, and as a 'Chain of Custody' certificate holder we can now assure our valued customers that selected papers sourced for our operations are from responsibly managed forests.

The use of the highly guarded FSC trademark now also allows our customers to demonstrate their commitment to the growth of responsible forest management. Further to this, we can now share with you the knowledge that areas of natural wealth and endangered wildlife habitat are not being adversely affected as a consequence of our paper sourcing policy.

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