



TASMANIAN STATE SERVICE NOTICES

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OVER THE COUNTER
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INCLUDING G.S.T.

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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.

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.

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, Public Art (706132).

Applications Close:—Friday, 17 June 2011.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time.

Location:—Hobart.

Duties:—To manage and develop Artsite, the State government's public art scheme in Tasmania.

Desirable Requirements:—Current motor vehicle driver's licence (highly desirable).

Tertiary qualifications or commensurate professional experience in the arts.

Enquiries to Phillipa Atkins for a copy of the Statement of Duties, phone (03) 6237 6315, email **Phillipa.Atkins@artsatwork.com.au**. For further information about the positions please contact Fiona Barber, Manager, **arts@work**, phone (03) 6233 5939, email **Fiona.Barber@artsatwork.com.au**.

Applications to Justine McGuire, Human Resources, Economic Development, Tourism and the Arts, G.P.O Box 646, Hobart TAS 7001, phone (03) 6233 9664, 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.

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EDUCATION

POST-YEAR 10

Tasmanian Polytechnic

Workforce Sector Leader North

Teacher (Migrant Education) (000805, 000806, 001689, 002133, 002136, 002137, 002138, 331418).

Applications Close:—Friday, 17 June 2011.

Salary:—\$53,229 – \$82,533 pro rata.

Polytechnic and Skills Institute Teaching Staff Award, Band 1.

Fixed-term part-time 0.8 FTE, 56 hours per fortnight, as soon as possible until 30 June 2014.

Location:—North.

The Migrant Education Team of the Tasmanian Polytechnic has been successful with their tender to deliver the Adult Migrant English Program on behalf of the Immigration and Citizenship. Applications are invited from persons interested in taking on these challenging and rewarding roles.

Duties:—Responsible to the designated Workforce Learning Leader for teaching and co-ordination duties as may be required within the specified area of Migrant Education programs.

Essential Requirements:—A recognised Bachelor Degree awarded by an Australian University or tertiary institution or its overseas equivalent AND; A recognised Post Graduate TESOL qualification resulting from a course of study in which course content of no less than 100 contact hours (or distant learning equivalent) covers the grammar of English language learning and TESOL methodology and includes a practicum. OR A Bachelor of Education with TESOL major or equivalent which includes a practicum. The practicum must be at least 60 hours and include, for example supervised teaching, observation, field visits, resources evaluation, team teaching, volunteer tutoring, etc.

Relevant post-secondary educational qualification.

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 criminal history check before taking up the appointment, promotion or transfer.

Enquiries to Vicki Walker, Workforce Learning Leader, Migrant Education N/NW, Education, phone (03) 6336 2598, mobile 0418 102 961, email vicki.walker@polytechnic.tas.edu.au.

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

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

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

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A postgraduate degree in public policy or public administration will put you ahead in an increasingly competitive environment. There are many advantages to be gained from specialist knowledge about how governments work, how public policy is developed, implemented, and how it can be influenced. Learn by applying systematic approaches to real world examples and developing innovative policy solutions. Our programs are particularly beneficial for public sector employees, business people and NGO workers.

Applications for Semester Two are now open and can be made online at www.utas.edu.au/apply

For further details about these programs, visit www.utas.edu.au/government/onlinegradcert or contact the School of Government on (03) 6226 2329 or email: **Dr Matt Killingsworth** (International Politics) Matt.Killingsworth@utas.edu.au or **Dr Hannah Murphy** (Policy & Administration) Hannah.Murphy@utas.edu.au

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

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

HEALTH AND HUMAN SERVICES

HUMAN SERVICES

Disability, Child, Youth and Family Services

Professional Officer (Psychology) (503121)

Applications Close:—Friday, 17 June 2011.

Salary:—\$46,914 – \$75,272 p.a.

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

Permanent full-time day work.

Location:—DHCS, Disability Services, North West.

Duties:—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model.

Provide and co-ordinate supportive and specialist educational and consultancy services to carers, service providers and the wider community.

Initiate and facilitate the establishment and development of services and resources for clients.

Selection Criteria:—A commitment to working with people with disabilities and the ability to effectively design and manage specialist programs.

Ability to demonstrate by example, actions and behaviors valued by the community, which enhances the image of people with disabilities.

Ability to apply skills in the disability field and contemporary knowledge of professional skills. Eg: Occupational Therapy, Social Work, Psychology.

Ability to design, implement and provide programs and educational services to carers, service providers and the wider community.

Essential Requirements:—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 Kristen Webb-Foss, Health and Human Services, phone (03) 6434 4103, email kristen.webb@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, 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

Professional Officer, Allied Health (502851).

Applications Close:—Friday, 17 June 2011.

Salary:—\$72,095 – \$82,694 p.a.

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

Permanent full-time day work.

Location:—DHCS, Disability Services, NorthWest.

Duties:—Provide specialist habilitation services to people with disabilities in a range of settings within a transdisciplinary model.

Provide and co-ordinate supportive and specialist educational and consultancy services to carers, service providers and the wider community.

Initiate and facilitate the establishment and development of services and resources for consumers.

Initiate and develop professional and policy advice on specialist habilitation services and related issues for senior and corporate management.

Selection Criteria:—Relevant post-graduate experience working with people with disabilities and a well developed ability to effectively design and manage specialist programs.

Demonstrated specialist skills in the disability field and contemporary knowledge of the specialist area.

Ability to demonstrate by example, actions and behaviors valued by the community, which enhances the image of people with disabilities.

Ability to design, implement and provide training programs and educational services to carers, service providers and the wider community.

Specialist skills in Speech Pathology are not essential to the position but would be considered advantageous.

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

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 Kristen Webb-Foss, Health and Human Services, phone (03) 6434 4103, email kristen.webb@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, Health and Human Services, G.P.O Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

*Disability, Child, Youth and Family Services****Psychologist-Children and Young Persons Program, FVCSS, North (515208).***

Applications Close:—Friday, 24 June 2011.

Salary:—\$72,095 – \$82,694 p.a.

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

Permanent part-time day work (68.4 hours per fortnight).

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

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

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

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

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

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

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

Essential Requirements:—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 Jane Flemming, Health and Human Services, phone (03) 6336 2283, email jane.flemming@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES

HUMAN SERVICES

*Housing Tasmania****Quality Assurance Consultant, Housing Tasmania (511224, 511223, 511187).***

Applications Close:—Friday, 24 June 2011.

Salary:—\$68,882 – \$72,023 p.a.

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

Permanent full-time day work (All vacancies).

Location:—Housing Tasmania, North and NorthWest.

Contribute to State-wide Maintenance Services' and business improvement and development activities by:—Identifying and facilitating programmed maintenance works required on Housing Tasmania properties, in accordance with contractual agreements, service delivery, quality standards and strategic direction.

Taking a proactive approach in the development and implementation of quality assurance activities relating to Statewide Maintenance Services.

Developing and maintaining information systems and undertaking data related activities, including research, analysis and the preparation of reports/policies.

Desirable Requirements:—Relevant tertiary qualifications and/or industry experience.

Current Driver's Licence.

Selection Criteria:—** Interested applicants with relevant building industry and/or maintenance industry experience in contracts, contractors, supervision and quality assurance are strongly encouraged to apply. **

High level knowledge and experience in strategic asset management, as it relates to quality management and quality assurance principles and practice together with well developed knowledge of the building and maintenance industry or the ability to acquire.

Well developed ability to implement and monitor quality control guidelines and to audit contractor performance.

High levels of adaptability and flexibility including an ability to work within an environment subject to pressure, ambiguity and change.

Note:, All potential applicants are invited to a job information session at Housing Tasmania to learn more about this position.

Information sessions:—North positions ;

Tuesday 14 June 2011 prompt start at 5:30 PM to 6:30 PM, Housing Tasmania meeting room, 11 Cameron Street, Launceston;

North West position ;

Wednesday 15 June 2011 prompt start at 5:30 PM to 6:30 PM, Housing Tasmania meeting room, Level 1 Reece House, 46 Mount Street, Burnie.

Enquiries to Kevin Facer, Health and Human Services, phone (03) 6336 2846, email kevin.facer@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, Health and Human Services, G.P.O Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Assessment and Case Management Services Manager (502533d).

Applications Close:—Friday, 1 July 2011.

Salary:—\$80,704 – \$86,418 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 7a, Year 1 to Year 4.

Fixed-term full-time Commencing as soon as possible until 30 June 2013, Notwithstanding, hours may be negotiated with the successful applicant.

Location:—Community Health Ulverstone.

Duties:—We are seeking an experienced Nurse Manager to lead the Assessment and Case Management unit which comprises of the Aged Care Assessment Team and the Community Options Service.

The Aged Care Assessment Team (ACAT) provides assessment, information, advice and assistance to older people to help them make informed choices about aged care services. ACAT enables people to remain at home or facilitates their move into an aged care facility either permanently or for respite.

Community Options Service is funded by HACC and offers flexible, innovative and creative support to people with complex life situations, this support aims to maintain and support people living in their own homes to promote independence and to enhance health and wellbeing outcomes.

You will be directly responsible for the day-to-day management of the services and will take on a leadership role in ensuring practices are in accordance with Agency objectives and community expectations and facilitate strong internal and external communication networks.

Located on the North West coast of Tasmania, this position offers the opportunity to gain an enviable work/life balance in a region that boasts inspiring natural beauty, including the iconic Cradle Mountain. Only 1hr from Melbourne by plane, you can have the best of both worlds, relaxed coastal living and accessible city attractions.

We can offer you an excellent salary and superannuation, access to salary packaging and allowances.

To learn more about this exciting career opportunity, please discuss your application with Angella Downie on 0458342089 or ange.downie@dhhs.tas.gov.au.

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

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

Enquiries to Angella Downie, Health and Human Services.

You are encouraged to apply online (below) or forward your hard copy application to: Human Resources, P.O Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES

NORTH WEST AREA HEALTH SERVICE

Business Support Officer (502924).

Applications Close:—Friday, 17 June 2011.

Salary:—\$68,882 – \$72,023 p.a.

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

Fixed-term casual starting as soon as possible, working as and when required, until 30 June 2013.

Location:—Parkside, Burnie.

Duties:—Prepare the relevant annual financial budget and regularly monitor financial.

management performance. Provide financial management information and support of the Financial Director.

and Business Unit Managers.

Enquiries to Brad Pilgrim, Health and Human Services, phone (03) 6440 7009, email brad.pilgrim@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application to: Human Resources, P.O Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES.

NORTH WEST AREA HEALTH SERVICE.

*Primary Health Services North West.****Nurse Unit Manager (502891a).***

Applications Close:—Friday, 1 July 2011.

Salary:—\$80,704 – \$86,418 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 7a, Year 1 to Year 4.

Permanent full-time, notwithstanding, hours may be negotiated with the successful applicant.

Location:—Burnie.

Duties:—Are you passionate about patient outcomes, team culture and leadership? The Palliative Care Service North West is seeking an experienced Nurse Unit Manager to join the team that is dedicated to enhancing the quality of life of people living with a life limiting illness, focusing on supportive care.

This is a unique opportunity to drive the future direction of the service in meeting the needs of the community across the North West. You will be directly responsible for the day-to-day management of the Palliative Care Service and will take on a leadership role in ensuring clinical practice is in accordance with Agency objectives and community expectations and facilitate strong internal and external communication networks.

The team provides services to families, carers and loved ones during the period of illness and following bereavement in private homes, hospitals, and nursing homes.

Palliative care services include comprehensive assessment, practical support and equipment, out of hour's medical and nursing advice, information and support, bereavement support, education, consultation and liaison with other health care professionals and volunteers to assist with respite.

Located on the North West coast of Tasmania, Burnie offers the opportunity to gain an enviable work/life balance in a region that boasts inspiring natural beauty, including the iconic Cradle Mountain. Only 1hr from Melbourne by plane, you can have the best of both worlds, relaxed coastal living and accessible city attractions.

We can offer you an excellent salary and superannuation, access to salary packaging and allowances.

To learn more about this exciting career opportunity, please discuss your application with Ange Downie on 0458342089 or via email ange.downie@dhhs.tas.gov.au.

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 and disciplinary action in previous employment check.

Enquiries to Angella Downie, Health and Human Services, email ange.downie@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Human Resources, P.O Box 274, Ulverstone 7315.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Physiotherapist (503791).

Applications Close:—Friday, 17 June 2011.

Salary:—\$46,914 – \$75,272 p.a.

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

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

Location:—Physiotherapy Department.

Duties:—To provide physiotherapy assessments and treatments to patients serviced by the Launceston General Hospital Physiotherapy Department and Services supplied from that Department.

Essential Requirements:—Registered with the Physiotherapy Board of Australia.

Enquiries to Shawn Lee, Health and Human Services, phone (03) 6348 7935, email shawn.lee@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Service, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Physiotherapy Aide (503799).

Applications Close:—Friday, 17 June 2011.

Salary:—\$46,183 – \$49,324 p.a.

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

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

Location:—Physiotherapy Department.

Duties:—To support the provision of Physiotherapy to patients within the LGH and associated services. To assist Physiotherapist with the provision of physiotherapy care to patients within the LGH and associated services.

Desirable Requirements:—Current Driver's Licence.

Enquiries to Shawn Lee, Health and Human Services, phone (03) 6348 7935, email shawn.lee@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Service, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Launceston General Hospital

Quality Improvement Nurse Consultant Safety and Quality Projects (512673).

Applications Close:—Friday, 17 June 2011.

Salary:—\$77,187 – \$82,515 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 6, Year 1 to Year 4.

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

Location:—Director of Nursing.

Duties:—The Quality Improvement Nurse Consultant Safety and Quality Projects is responsible to the Director of Nursing for the co-ordination, implementation and evaluation of quality initiatives/projects. The Quality Improvement Nurse Consultant Safety and Quality Projects works in collaboration with the LGH Quality Improvement Nurse to implement Quality and Safety priorities. This role is responsible for providing a high level of leadership and project management for identified quality and clinical practice improvement activities within the NAHS.

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 disciplinary action in previous employment check

Enquiries to Helen Bryan, Health and Human Services, phone (03) 6348 7002, email helen.bryan@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Service, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Senior Registrar (Paediatrics) (515805).**

Applications Close:—Friday, 1 July 2011.

Salary:—\$62,875 – \$70,880 p.a.

Salaried Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Medical Practitioner in Training, Level 2 (Salary commensurate with qualifications and experience).

Fixed-term full-time shift work (set rotational), from 16 January 2012 to 15 January 2013. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Women's and Children's Services.

Duties:—To provide high quality day to day medical services in the Paediatric Department within Women's and Children's Services of the Launceston General Hospital.

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

Enquiries to Anne Brierley, Health and Human Services, phone (03) 6348 8977, email anne.brierley@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, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Clinical Nurse (504991).**

Applications Close:—Friday, 17 June 2011.

Salary:—\$50,761 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1a to Grade 4, Year 2.

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

Location:—Community Palliative Care, John L Grove Centre, Howick Street, Launceston.

Please note that access to the Grade 4 salary range \$68,670 – \$70,230 is subject to successful application for progression to Grade 4.

Duties:—In accordance with Agency policy and legal requirements, the Community Palliative Care Clinical Nurse assists with planning, co-ordinating and evaluation of service provision to palliative care clients and their families/carers. Collaborates with other members of the health care team to ensure the delivery of high quality health care. The nursing practice will reflect a specialist interdisciplinary approach.

Essential Requirements:—

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

Enquiries to Linda Murray-Williams, Nurse Unit Manager,

Community Palliative Care, NAHS, Health and Human Services, phone (03) 63365544, email linda.murray-williams@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Services, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Health Care Assistant, 2 Vacancies.**

Applications Close:—Friday, 17 June 2011.

Salary:—\$42,602 – \$44,672 p.a.

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

Vacancy No. 515097.

Fixed-term part-time shift work, working 15 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 26 May 2012.

Location:—Kelham Street, Launceston.

Vacancy No. 515097.

Fixed-term casual as and when required. To commence as soon as possible until 29 June 2013.

Location:—Kelham Street, Launceston.

Duties:—Under the supervision of a Registered/Community Nurse, the Health Care Assistant will provide assistance to clients with a range of activities of daily living that a person would normally do for themselves.

Essential Requirements:—Evidence of the following must be provided prior to appointment to the job:

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 Jan Allford, Health and Human Services, phone 63364453, email jan.allford@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Services, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Health Professional, MH (512872).**

Applications Close:—Friday, 17 June 2011.

Salary:—\$72,095 – \$82,694 p.a.

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

Fixed-term part-time day work, working 60.8 hours per fortnight, commencing 1 July 2011 to 30 June 2013. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—Working within a primary health care framework and in accordance with Agency policy and direction, legal requirements and professional competencies, provide services on an individual and group basis to residents of the Dorset municipality who have or are at risk of developing mental illnesses and to foster their capacity to manage and maintain life skills and better health and well-being. Work collaboratively with other allied health professionals to develop, provide and evaluate health and well being education and awareness programs to residents of the Dorset municipality, based on best practice principles and within a collaborative and multidisciplinary framework.

Desirable Requirements:—Current drivers licence.

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

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion 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 Sue Bucher, Health and Human Services, phone (03) 6352 5523, email sue.bucher@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, Health and Human Services.

PO Box 1963, Launceston, Tasmania, 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Hospital Aide (518114).

Applications Close:—Friday, 17 June 2011.

Salary:—\$42,602 – \$44,672 p.a.

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

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

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Duties:—The Hospital Aide is responsible for the provision of a high standard of resident care under the direct supervision of the Registered Nurse.

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

Enquiries to Christine Wootton, Health and Human Services, phone (03) 63525523, email chris.wootton@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Services, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Multiskilled Domestic, Relief (506072).

Applications Close:—Friday, 17 June 2011.

Salary:—\$40,625 – \$41,601 pro rata.

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

Fixed-term casual casual, shift worker, working as and when required. To commence as soon as possible until 28 June 2013.

Location:—St Helens District Hospital.

Duties:—Clean allocated areas of the hospital, complying with standards of infection control. Assist in the preparation and delivery of meals to clients in accordance with 'FoodSafe' guidelines.

Desirable Requirements:—Previous experience and knowledge of cleaning procedures in a health related organization, using the principles of infection control. Previous experience and knowledge of the principles of 'FoodSafe' legislation. Good communication skills with clients, the community and other members of the Health Care team and ability to maintain client and organisational confidentiality.

Enquiries to Louise Peacock, Health and Human Services, phone (03) 63 765 205, fax (03) 63765210, email louise.peacock@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Recruitment Services, Northern Area Health Service, Human Resources, Health and Human Services, P.O Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

Primary Health Services North

Registered Nurse, 2 Vacancies.

Applications Close:—Friday, 17 June 2011.

Salary:—\$50,761 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1a to Grade 4, Year 2.

Vacancy No. 504539.

Fixed-term part-time shift work, working 64 hours per fortnight, commencing as soon as possible to 4 June 2012. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Vacancy No. 504180.

Fixed-term casual shift work, as and when required, commencing as soon as possible to 16 June 2013.

Location:—North East Soldiers Memorial Hospital, Scottsdale.

Please note that access to the Grade 4 salary range \$68,670 – \$70,230 is subject to successful application for progression to Grade 4.

The Registered Nurse will strengthen health outcomes through nursing by the provision of quality, clinically appropriate nursing care in partnership with clients, their families and other health professionals.

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 Sue Bucher, Health and Human Services, phone (03) 6352 5523, email sue.bucher@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, Health and Human Services, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

SOUTHERN TASMANIA AREA HEALTH SERVICE

Enrolled Nurse, 2 Vacancies

Applications Close:—Friday, 17 June 2011.

Salary:—\$47,918 – \$52,220 pro rata.

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

Vacancy No. 508890.

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

Location:—Royal Hobart Hospital, Specialist Clinics.

Vacancy No. 508700.

Permanent full-time day work.

Location:—Royal Hobart Hospital, Dwyer Rehabilitation Unit.

PLEASE NOTE: A part-time vacancy is located in Specialist Clinics and a full-time vacancy is located in the Dwyer Rehabilitation Unit. Please contact the appropriate Nurse Unit Manager for further information.

Duties:—In accordance with Agency policies and legal requirements, the Enrolled Nurse delivers direct patient/client care of a prescribed recurrent nature under the supervision of a Registered Nurse.

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

Enquiries to Kim Ford, Nurse Unit Manager, Specialist Clinics, Health and Human Services, phone (03) 6222 7805, email kim.ford@dhhs.tas.gov.au or Brendan Bakes, Nurse Unit Manager, Dwyer Rehabilitation Unit, Health and Human Services, phone (03) 6222 7363, email brendan.bakes@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, Health and Human Services, G.P.O. Box 1061, Hobart 7001.

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HEALTH AND HUMAN SERVICES

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North

Senior Clinical Psychologist (515536).

Applications Close:—Friday, 17 June 2011.

Salary:—\$82,694 – \$91,461 p.a.

Allied Health Professionals (Tasmanian Public Sector) Industrial Agreement 2010, Allied Health Professional, Level 4.

Permanent full-time daywork.

Location:—Child and Adolescent Mental Health Services (CAMHS), North.

The Child and Adolescent Mental Health Service North, as part of the Tasmanian Health and Human Services, is seeking to appoint an energetic senior clinician to take a leadership role as part of a highly skilled and dynamic multidisciplinary team. You will be required to contribute to the functioning of the team and to enhance service delivery to our client group. We are looking for someone who enjoys a challenge to work within a specialist mental health service providing specialist clinical psychological assessment, treatment and assertive case management, leadership in areas such as service development and inter sectoral liaison and consultancy with other agencies. Applicants drawn to this position will be motivated, enjoy leading, co-ordinating, organising and networking and offer effective and open communication across disciplines and management levels. Come to the Child and Adolescent Mental Health Service, Northern Tasmania, where the position of Senior Clinical Psychologist will give you this and more and you can make a real difference.

Essential Requirements:—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 Shani Tattam, Health and Human Services, phone (03) 6336 2867, email shani.tattam@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, 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

Community Mental Health Nurse (E-CAT), 2 Vacancies

Applications Close:—Friday, 17 June 2011.

Salary:—\$60,087 – \$70,230 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 4 to Grade 4 Year 2 CH, FCH.

Vacancy No. 520135.

Permanent full-time shiftwork.

Location:—Mental Health Services, North West.

Vacancy No. 520134.

Permanent full-time shiftwork.

Location:—Mental Health Services, North West.

Duties:—As part of a multi-disciplinary team the Community Nurse, Emergency Crisis Assessment and Treatment (E-CAT): Provides a specialist mental health service according to the CAT Model of Care 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.

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 Susan Ballard, 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, Health and Human Services, G.P.O Box 125, Hobart 7001.

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HEALTH AND HUMAN SERVICES

STRATEGIC AND PORTFOLIO SERVICES

Communications Advisor (Graphic Designer) (513992).

Applications Close:—Friday, 17 June 2011.

Salary:—\$75,145 – \$86,530 p.a.

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

Fixed-term full-time daywork, commencing as soon as possible for a period of 13 months.

Location:—Communication Services, Hobart.

Duties:—Working to a brief agreed with the client to develop creative ideas and concepts and produce quality design solutions, choosing the appropriate media and style to meet the client's objectives. Provide a high level consultancy, liaison and advisory service to senior management and staff on design activities using innovation to define a design brief within the constraints of time, costs and deadlines. Assist with co-ordinating the interactions with internal and external parties to ensure price, quality, schedule and delivery of the materials. Develop, implement and manage the appropriate use of the DHHS Corporate Visual Identity, as well as associated tools and support.

Desirable Requirements:—Comprehensive knowledge of graphic design principles and proven skills in managing

business processes associated with producing accurate, innovative, quality documents and material in a variety of communication formats including organisational, informational and promotional for both internal and external clients across a broad range of media. Experience in the operation of the Adobe Design Suite with a strong technical aptitude to quickly learn and integrate new software and hardware. Excellent organisational and time management skills with the ability to achieve tight deadlines within budget in an environment of competing priorities and to function effectively as part of a multidisciplinary team and or to motivate and lead others.

Enquiries to Sharon Trueman, Health and Human Services, phone (03) 6233 3761, email sharon.trueman@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, Health and Human Services, G.P.O Box 125, Hobart 7001.

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INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

Operations

Manager Project Services (371021).

Applications Close:—Friday, 17 June 2011.

Salary:—\$101,347 – \$109,895 p.a.

DIER Roads and Traffic Engineers Industrial Agreement 2008, Band C.

Permanent full-time

Location:—Hobart

Duties:—Effectively manage the Project Services Group to ensure the effective delivery of the State-wide Capital Investment (Roads) Programme in accordance with Government and Agency policies and procedures.

Essential Requirements:—Satisfactory completion of a relevant 4 year (minimum) university degree in engineering that is accredited by Engineers Australia; or satisfactory completion of academic qualifications in Engineering that are recognised by Engineers Australia as being an equivalent qualification.

Current Driver's Licence.

Desirable Requirements:—

Other relevant qualifications.

Enquiries to Phil Cantillon, Director Operations, Infrastructure, Energy and Resources, 10 Murray Street, Hobart, phone (03) 6233 3367, email Phil.Cantillon@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, 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

TASMANIA PRISON SERVICE

*Organisation Development***Team Leader (355066).**

Applications Close:—Friday, 17 June 2011.

Salary:—\$76,016 – \$87,325 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time as soon as possible until 24 October 2011 working 73.50 hours per fortnight.

Location:—Risdon Prison.

Duties:—Manage and co-ordinate the TPS Policy Unit resources and activities. Develop, review and evaluate TPS policies, procedures and associated corporate documents. Prepare high-level documents including correspondence, reports, ministerial briefings and conference papers.

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

Desirable Requirements:—Relevant tertiary or industry-specific qualifications.

Enquiries to Jackie Campbell, Acting Manager Organisation Development, Tasmania Prison, Justice, phone (03) 6216 8125, email Jackie.campbell@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, 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 Jackie Campbell on (03) 6216 8125.

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***Inspector Gas Infrastructure (355661).**

Applications Close:—Friday, 24 June 2011.

Salary:—\$69,753 – \$72,946 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time 73.50 hours per fortnight.

Location:—Rosny.

Duties:—1. As directed, implement regional programs and monitor gas infrastructure and gas storage systems, safety standards by inspection and assessment of compliance of gas entities and contractors, with technical and safety construction standards in accordance with competencies. Conduct installation and commissioning assessments on appliances, components for non-certified gas appliances and manufactured type B appliances to ensure compliance with appropriate gas technical standards, issue approvals as delegated by the director and implement appliance commissioning certifications or issue remedial actions for rectification of non-compliant appliances. Undertake design assessments of complex and prescribed standard gas installations. Review detailed hazard assessments and risk assessments on complex industrial sites. Undertake investigations of gas installation and infrastructure incidents.

Essential Requirements:—(Occupational Licensing Act 2005).

Licensed Type A Gas-Fitter Certifier/NG/LPG (or qualifications and experience to obtain licence).

Tasmanian Drivers Licence.

Desirable Requirements:—(Occupational Licensing Act 2005).

Licensed Type B Gas-Fitter, Certifier/standard level 11, with sound knowledge of fuel gas combustion; OR.

Technical Diploma or extensive equivalent industry experience in either gas transmission or gas distribution, or fuel gas storage systems and infrastructure.

Enquiries to Andrew Ayton, Gas Safety Specialist, Workplace Standards Tasmania, Justice, phone (03) 6434 6218, mobile 0438 381 712, email Andrew.Ayton@justice.tas.gov.au.

Applications to Recruitment and Establishment, Human Resources, 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 Ayton on (03) 6434 6218.

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.

TASMANIAN AUDIT OFFICE

GRADUATE FINANCIAL AUDITOR (TAO2603)

*Applications Close:—Friday, 17 June 2011***Salary:—\$51,832 – \$62,406 p.a.**

Tasmanian State Service Award, Graduate.

Fixed-term full-time On successful completion of the program conversion to permanent full-time status.

Location:—Hobart.

Key Responsibilities:—Assists in the planning of audits. Assists with the conduct of allocated audit tasks in accordance with the audit plan, time deadlines and Office and professional standards. Assists with the interpretation of accounting and auditing standards, legislation and practices and how these are applied by clients. Records results of audit work for review by team leader. Undertakes audits of low risk clients as required. Drafts correspondence and reports and makes recommendations about opinions for smaller audits. Identifies issues and offers recommendations for improvement to the team leader.

Performs other appropriate duties, including administrative support within the office or the business unit as directed by the General Manager from time to time. Completes training associated with the graduate program. Successfully completes degree (if applicable). Assumes responsibility for producing and maintaining authentic, accurate and reliable records within organisational recordkeeping systems.

Essential Requirements:—Driver's Licence.

Essential Qualifications:—Within one year of completion of a relevant degree from a recognised tertiary institution.

Enquiries to Jess Balding, Acting Manager Human Resources, Tasmanian Audit Office, G.P.O Box 851, Hobart TAS 7000, phone (03) 6226 0100, fax (03) 6226 0199, email Jess.Balding@audit.tas.gov.au.

Applications to Jess Balding, Acting Manager Human Resources, Tasmanian Audit Office, G.P.O Box 851, Hobart TAS 7000, phone (03) 6226 0100, fax (03) 6226 0199, email Recruitment@audit.tas.gov.au.

All applications must contain a statement of claims against the selection criteria (Key Competencies in the Statement of Duties).

Staff Movements

Permanent Appointments

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Probation Period</i> | <i>Date of Effect</i> |
|-------------------------|------------------------------------|-----------------|-------------------------|-----------------------|
| Education | Teacher - Hillcrest Primary School | S. Broadby | 12 months | 06.06.11 |
| Health & Human Services | Registered Nurse | A. Browell | 6 months | 29.05.11 |
| Health & Human Services | Enrolled Nurse | A. Stocks | 6 months | 06.06.11 |
| Health & Human Services | Physiotherapist | A. Butler | 6 months | 03.06.11 |
| Health & Human Services | Occupational Therapist | L. Baranowski | 6 months | 09.05.11 |
| Health & Human Services | Enrolled Nurse | N. Adams | 6 months | 05.06.11 |
| Health & Human Services | Administrative Assistant | V. Shegog | 6 months | 20.06.11 |
| Health & Human Services | Occupational Therapist | G. Ranson | 6 months | 09.05.11 |
| Health & Human Services | Registered Nurse | C. Gouws | 6 months | 28.02.11 |
| Health & Human Services | House Services Assistant | K. Castles | Nil | 03.06.11 |
| Health & Human Services | Occupational Therapist | A. Clements | 6 months | 09.05.11 |
| Health & Human Services | Community Podiatrist | C. Radford | 6 months | 04.07.11 |
| Health & Human Services | Enrolled Nurse | M. Doyle | 6 months | 06.06.11 |
| Health & Human Services | Community Health Nurse | J. Loudon | 6 months | 30.05.11 |
| Health & Human Services | Director of Nursing | B. Nicholson | 6 months | 06.06.11 |
| Justice | Community Service Order Supervisor | K. Crates | NA | 26.05.11 |
| Justice | Community Service Order Supervisor | C. Triffitt | NA | 26.05.11 |

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 | D. Wilson | Director (Agricultural Policy Group) | 12.05.11 | 5 years |

Fixed-Term Appointments of greater than 12 Months

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Term</i> | <i>Date of Effect</i> |
|--|---|-----------------|-------------|-----------------------|
| Economic Development, Tourism & the Arts | Senior HR Officer-System Administration | S. Howarth | 18 months | 06.06.11 |
| Treasury & Finance | Technical Officer | J. Harrison | 20 mths | 11.07.11 |

Retirement of Permanent Employees

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Date of Effect</i> |
|--|----------------------------|-----------------|-----------------------|
| Education | School Executive Officer | D. Sheedy | 02.06.11 |
| Education | Teacher | L. Middleton | 03.06.11 |
| Health & Human Services | Tobacco Licensing Officer | R. Burdon | 27.05.11 |
| Health & Human Services | Registered Nurse (Midwife) | J. Smyth | 25.05.11 |
| Primary Industries, Parks, Water & Environment | Assistant Senior Inspector | C. Thompson | 02.06.11 |

Resignation of Permanent Employees

| <i>Agency</i> | <i>Duties Assigned</i> | <i>Employee</i> | <i>Date of Effect</i> |
|--|----------------------------------|-----------------|-----------------------|
| Economic Development, Tourism & the Arts | Head of Digital Marketing | S. Steven | 07.06.11 |
| Health & Human Services | Community Podiatrist | P. Webb | 27.05.11 |
| Health & Human Services | Registered Nurse | M. Morgan | 10.05.11 |
| Health & Human Services | Customer Service Officer | K. Lee | 06.05.11 |
| Health & Human Services | Registered Nurse | M. Dodd | 31.05.11 |
| Health & Human Services | Community Physiotherapist | B. Turnbull | 15.04.11 |
| Health & Human Services | Senior Occupational Therapist | A. Harris | 29.05.11 |
| Health & Human Services | Registered Nurse | B. Wilson | 26.05.11 |
| Health & Human Services | Registered Nurse | E. Dwyer | 28.05.11 |
| Health & Human Services | Youth Alcohol & Drug Worker | S. Stevens | 02.06.11 |
| Health & Human Services | Podiatrist | P. Webb | 27.05.11 |
| Health & Human Services | Assessment & Case Support Worker | E. Matthews | 21.09.10 |
| Justice | Verification Officer | J. Sturm | 23.05.11 |
| Primary Industries, Parks, Water & Environment | Client Service Officer | D. Webber | 08.06.11 |
| Treasury & Finance | Financial Accountant | L. Cios | 08.06.11 |
| Public Trustee | Client Account Manager | J. Durston | 08.06.11 |

Promotion of Permanent Employees

| <i>Agency</i> | <i>Employee</i> | <i>Duties Assigned</i> | <i>Date of Effect</i> |
|--|-----------------|--|-----------------------|
| Education | J. Burge | LINC Operations Coordinator - Glenorchy LINC | 30.05.11 |
| Health & Human Services | A. Waugh | Manager Business Systems | 31.05.11 |
| Health & Human Services | A. Allan | Clinical Co-ordinator | 30.05.11 |
| Health & Human Services | J. Carson | Senior Clinical Psychologist | 01.06.11 |
| Health & Human Services | C. Schofield | Director of Nursing-Mental Health Services | 30.05.11 |
| Port Arthur Historic Site Management Authority | L. Kleinhenz | HR Officer - Payroll and Recruitment | 02.06.11 |



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.

Print Applied Technology now adds to these initiatives official certification by the Forest Stewardship Council

(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.

You too can help to protect our environment, by promoting and using FSC products.

For further information please contact Print Applied Technology or visit www.fscaustralia.org



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