



TASMANIAN STATE SERVICE NOTICES

PUBLISHED BY
AUTHORITY
ISSN 0039-9795

WEDNESDAY 22 FEBRUARY 2012

OVER THE COUNTER
SALES \$1.10
INCLUDING G.S.T.

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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.

Gazette and State Service Online

The Tasmanian Government Gazette and State Service Notices are now available online at:—
www.gazette.tas.gov.au

EDUCATION

CORPORATE SERVICES

Human Resources Management

HR Payroll Clerk (3 Vacancies).

Applications Close:—Friday, 2 March 2012.

Salary:—\$51,832 – \$56,418 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Vacancy No. 968277, 968278, L967069.

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

Location:—Letitia House, Mt Nelson.

Duties:—To provide an efficient and effective personnel and payroll service through the use of an integrated, computerised HRM system for the Department.

Essential Requirements:—The Head of Agency 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 Sharon England, Manager, HR Operations, Systems and Reporting, Department of Education, phone (03) 6233 3651, email *sharon.england@education.tas.gov.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 169, Hobart 7001, phone (03) 6233 4630, fax (03) 6233 7282, email *recruitment@sharedservices.tas.edu.au*.

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

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

If no acknowledgement or system generated response is received contact should be made with the Human Resource Services, Shared Services on (03) 6233 4630.

EDUCATION

LINC TASMANIA

LINC's and Library Services

Regional Services and Support

Customer Services Officer, Deloraine Library (700579).

Applications Close:—Friday, 2 March 2012.

Salary:—\$51,832 – \$56,418 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 0.4 FTE, 29.4 hours per fortnight.

Location:—Deloraine Library.

Description of Role:—Undertake a range of multiple, diverse and complex tasks and provide support to a range of customer-focused services and programs in a LINC Tasmania environment.

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.

Enquiries to Jan Stoessiger, Department of Education, phone (03) 6233 7918, email *jan.stoessiger@education.tas.gov.au*.

Applications to Vacancy and Staffing 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*.

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 PDF 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.

HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Physiotherapist—2 Vacancies.**

Applications Close:—Friday, 2 March 2012.

Salary:—\$48,809 – \$78,311 p.a.

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

Vacancy No. 503783.

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

Location:—Physiotherapy Department.

Vacancy No. 507552.

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.

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 check in previous employment check.

Enquiries to Shawn Lee, Department of 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, Human Resources, Northern Area Health Service, Department of Health and Human Services, P.O. Box 1963, Launceston 7250.

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

HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Launceston General Hospital***Physiotherapist (503793).**

Applications Close:—Friday, 2 March 2012.

Salary:—\$48,809 – \$78,311 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, Launceston General Hospital.

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

Desirable Requirements:—Current drivers licence.

Essential Requirements:—Registered with the Physiotherapy 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 check in previous employment check.

Enquiries to Shawn Lee, Department of Health and Human Services, phone (03) 6348 7216, 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, Human Resources, Department of 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 Physiotherapist, Residential Aged Care Liaison Team (516916).**

Applications Close:—Friday, 2 March 2012.

Salary:—\$75,005 – \$86,033 p.a.

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

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

Location:—Launceston General Hospital.

Duties:—Develop, provide and evaluate Physiotherapy services for patients of the Residential Aged Care Liaison Team LGH, in accordance with agency policies and relevant professional codes of ethics. Undertake assessment for suitability of admission to the Residential Aged Care Liaison Team. Undertake case management including the provision of Physiotherapy intervention in consultation with the patient, their carers and community agencies.

Essential Requirements:—Registered with the Physiotherapy 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 check in previous employment check.

Enquiries to Shawn Lee, Department of 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, Human Resources, Northern Area Health Service, Department of 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***Home Help (504666).**

Applications Close:—Friday, 2 March 2012.

Salary:—\$40,625 – \$41,601 pro rata, per annum.

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

Fixed-term casual day work, as and when required to 24 February 2014.

Location:—Primary Health North.

Duties:—Within a primary health care framework provide a range of basic home care support services for frail aged people, younger disabled and their carers.

Desirable Requirements:—Current drivers license.

The Commissioner has determined that the person nominated for this position is to satisfy a pre-employment check before taking up the appointment, promotion 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 check in previous employment check.

Enquiries to Lesley Dawkins, Department of Health and Human Services, mobile 0400 353 501, email lesley.dawkins@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, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

NORTHERN AREA HEALTH SERVICE

*Primary Health Services North***Receptionist/Administrative Assistant RELIEF (512721).**

Applications Close:—Friday, 2 March 2012.

Salary:—\$45,265 – \$49,325 pro rata, per annum.

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

Fixed-term casual day work, as and when required, commencing as soon as possible to 14 February 2014.

Location:—Primary Health North.

Duties:—To provide effective and efficient administrative and clerical support service to the offices of Primary Health North and, where required, provide the same assistance to other Primary Health North services located in and around the Launceston area.

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 check in previous employment check.

Enquiries to Lesley Dawkins, Department of Health and Human Services, mobile 0400 353 501, email lesley.dawkins@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, P.O. Box 1963, Launceston 7250.

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HEALTH AND HUMAN SERVICES

POPULATION HEALTH

Epidemiologist (OzFoodNet) (511867).

Applications Close:—Friday, 2 March 2012.

Salary:—\$86,033 – \$95,154 pro rata, per annum.

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

Fixed-term part-time day work for 60.8 hours per fortnight from as soon as possible for a period of 2 years.

Location:—Hobart.

Duties:—Co-ordinate the Tasmanian OzFoodNet program and ensure the requirements of the project, as specified in the contract between the Commonwealth Department of Health and Ageing and the Tasmanian Department of Health and Human Services, are met. Manage OzFoodNet projects, programs and other activities conducted in Tasmania by ensuring milestones and deliverables under the OzFoodNet funding agreement are achieved, including submission of timely and accurate surveillance and epidemiological reports, and representation at national meetings.

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

Enquiries to Simone Duncombe, Department of Health and Human Services, phone (03) 6222 7577, email simone.duncombe@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

Clinical Nurse Educator, Older Persons Unit (518832).

Applications Close:—Friday, 2 March 2012.

Salary:—\$79,310 – \$84,784 pro rata, per annum.

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

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

Location:—Royal Hobart Hospital.

Duties:—This position is a rare opportunity for a motivated and experienced clinician to advance his or her career in older persons' nursing. As the Royal Hobart Hospital embraces the reform agenda set for Tasmania, Clinical Nurse Educators are needed to support nurses at all levels, to promote a modern, high quality, patient centred service. Association with the Practice Development Unit, Nursing and Midwifery, led by a Professor of Nursing, will provide opportunities to research and engage in Practice Development.

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

Enquiries to Karen Ford, Department of Health and Human Services, phone (03) 6222 8530, email karen.ford@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: 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

Community Occupational Therapist (520624).

Applications Close:—Friday, 9 March 2012.

Salary:—\$75,005 – \$86,033 p.a.

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

Permanent full-time day work.

Location:—Southern Tasmania Area Health Service.

Duties:—In accordance with organisational policies and professional code of ethics, provide an efficient and effective occupational therapy service to aged and disabled clients in the community. Contribute to program development and service delivery including:—Health Promotion projects in the district in which the Occupational Therapist works.

Education and supervision of support staff and students as required.

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

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

Enquiries to Linda Osborne, Department of Health and Human Services, phone (03) 6222 7280, email linda.osborne@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: 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

Dental Assistant—2 Vacancies.

Applications Close:—Friday, 2 March 2012.

Salary:—\$46,183 – \$49,324 p.a.

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

Vacancy No. 513727.

Permanent full-time day work.

Location:—Oral Health Services Tasmania is a statewide service. This position is located in North Western Tasmania.

Vacancy No. 501725.

Fixed-term casual day work, working as and when required, commencing as soon as possible for a period of two years.

Location:—Oral Health Services Tasmania is a statewide service. This position is located in North Western Tasmania.

Duties:—Assist the Dental Clinician by providing a range of support including clinical chairside assistance, administrative and clerical activities, and sterilisation and infection control practices. Take a lead role in training, assisting and orientating less experienced staff.

Enquiries to Merril Redpath, Department of Health and Human Services, phone (03) 6421 7879, email merril.redpath@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

Registered Nurse—Multiple vacancies (510460).

Applications Close:—Friday, 2 March 2012.

Salary:—\$54,527 – \$69,758 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Permanent full-time and permanent part-time (varying hours), fully rotational shift work.

Location:—Midlands Multi Purpose Centre, Oatlands.

Duties:—Do you want a challenging Registered Nurse position in a friendly, welcoming environment? If so, then the Midlands Multi-Purpose Health Centre (MMPHC) in Oatlands is beckoning you!

Located 83 kms north of Hobart (approx 1 hour's drive), Oatlands was built on the shores of Lake Dulverton and is famous for its heritage buildings (the largest collection of sandstone buildings in Australia), the Callington Mill (1837), and Casaveen Knitwear.

The MMPHC comprises residential care facilities of 18 beds (9 x high care, 9 x low care), 4 x acute/sub-acute beds, and a small 24/7 Emergency Department. A co-located General Practice provides the medical service and 24 hour emergency call. Registered Nurses also form part of the Ambulance team.

The Centre is also a University of Tasmania Rural Teaching site for Medical, Pharmacological and Nursing students. Clinical placements in Aged Care for Hospital Carers and Enrolled Nurses undertaking training are also provided.

What's in it for you? Development/maintenance of a diverse set of nursing skills. Access to Salary Packaging. Rural and Remote allowance (4% of base salary). In charge allowance. Working in a safe, friendly environment.

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 check in previous employment check.

Enquiries to Jenny Mason-Cox, Department of Health and Human Services, phone (03) 6254 5044, email jenny.mason-cox@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 Physiotherapist Cardiorespiratory, Cystic Fibrosis (515941).

Applications Close:—Friday, 2 March 2012.

Salary:—\$75,005 – \$86,033 p.a.

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

Fixed-term full-time day work, commencing as soon as possible until 23 November 2012.

Location:—Royal Hobart Hospital.

Duties:—Are you an experienced physiotherapist with a demonstrated passion for cardiorespiratory physiotherapy and Cystic Fibrosis?

If so, an exciting opportunity awaits you to work as part of a committed multidisciplinary clinical team within Physiotherapy Services at the Royal Hobart Hospital and the Tasmanian Adult Cystic Fibrosis Unit. This important role provides the opportunity to deliver holistic cardiorespiratory physiotherapy as part of two dynamic and innovative clinical teams. Successful applicants will possess strong skills and/or potential in team work, leadership, clinical supervision and quality improvement.

Essential Requirements:—Registered with the Physiotherapy 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 check in previous employment check.

Enquiries to Paul Shinkfield, Department of Health and Human Services, phone (03) 6222 8326, email paul.shinkfield@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

STATEWIDE AND MENTAL HEALTH SERVICES

Mental Health Services North West

Registered Nurse (502795).

Applications Close:—Friday, 2 March 2012.

Salary:—\$54,527 – \$69,758 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 3, Year 1 to Grade 3, Year 8.

Permanent full-time shiftwork (fully rotational).

Location:—Spencer Clinic, North West Regional Hospital, Burnie.

Duties:—As part of a multi-disciplinary team delivering high quality mental health services at the Spencer Clinic, North West Regional Hospital, the Registered Nurse; Utilises a problem solving approach and established nursing procedures in the delivery and evaluation of direct care to a designated number of clients. Interacts effectively with consumers, families and significant others in the planning and implementation of care in collaboration with other members of the health team to ensure consumer focused outcomes.

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

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

Enquiries to Jean Burrows, Department of Health and Human Services, phone (03) 6430 6579, email jean.burrows@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

ROADS AND TRAFFIC

Operations

Maintenance Services Trainee Technical Officer (371913).

Applications Close:—Friday, 2 March 2012.

Salary:—\$38,480 – \$54,988 p.a.

Tasmanian State Service Award, Technical Trainee, Advanced Diploma.

Permanent full-time.

Location:—Hobart.

Duties:—Provide technical and administrative assistance in road and bridge maintenance and construction matters.

Undertake technical analysis and tasks to assist with the monitoring and review of road and bridge maintenance and construction strategies, policies and plans.

Undertake site investigations on road and bridge maintenance and construction matters.

Provide verbal and written reports on activities undertaken.

Desirable Requirements:—Current drivers licence.

Eligible for admission to the relevant course of study at a recognised TAFE/Polytechnic Institution. 'the relevant course of study' is an Advanced Diploma of Civil Engineering Design from a recognised TAFE/Polytechnic Institution.

Enquiries to Les Braid, Network Manager, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone 6233 0436, email les.braid@dier.tas.gov.au.

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

INFRASTRUCTURE, ENERGY AND RESOURCES

ROADS AND TRAFFIC

Operations

Senior Superintendents Representative—2 Vacancies.

Applications Close:—Friday, 2 March 2012.

Salary:—\$94,932 p.a.

DIER Roads and Traffic Engineers Industrial Agreement 2008, Band B Level 9.

Vacancy No. 372454.

Permanent full-time.

Location:—Launceston.

Vacancy No. 372458.

Permanent full-time.

Location:—Hobart.

Duties:—Effectively and efficiently contract manage and risk mitigate the Department's road and bridge construction contracts throughout the State, in accordance with the Branch's Contract Manual.

Undertake the role of Superintendent' Representative on road and bridge contracts throughout the State.

Provide high level assistance to the Construction Superintendent in reviewing the contract administration module of the Contract Manual to ensure that it meets changing business needs.

Provide high level technical specialist advice on complex road and bridge issues to facilitate the effective delivery of the Capital Investment Program throughout the State in accordance with Government and Agency policies and procedures.

Review projects for constructability and maintainability and undertake tender document reviews for contractual correctness.

Undertake appropriate research and analysis, develop papers and provide presentations on key contract administration matters to inform suitable recommendations for policy and/or procedural amendments.

Mentor and provide support and professional development to less experienced engineers and support staff.

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:—Postgraduate qualification or experience in project management, contract management or any other area relevant to the selection criteria.

Enquiries to Frank Giana, Construction Superintendent, Department of Infrastructure, Energy and Resources, 10 Murray Street, phone 6262 7006, email Frank.Giana@dier.tas.gov.au.

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

JUSTICE

OFFICE OF THE OMBUDSMAN AND HEALTH COMPLAINTS COMMISSIONER

Senior Investigation Officer (355380).

Applications Close:—Friday, 2 March 2012.

Salary:—\$76,016 – \$87,325 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Permanent part-time 44.10 hours per fortnight (3 days per week negotiable).

Location:—Hobart.

Duties:—Assist the Ombudsman in the fulfilment of the Ombudsman's responsibilities under the Ombudsman Act 1978, the Right to Information Act 2009, and other statutes as may be required. Undertake reviews under the Right to Information Act 2009 and provide specialist advice to the Ombudsman in relation to the operation of that Act.

Desirable Requirements:—Current driver's licence, relevant tertiary qualifications.

Enquiries to Richard Connock, Acting Ombudsman and Health Complaints Commissioner, Department of Justice, phone (03) 6233 6217, email richard.connock@ombudsman.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 Debbie White on (03) 6233 6397.

The Department prefers electronic submission of applications, which will be acknowledged by email upon submission. Please ensure that your application has no more than four attachments in either Microsoft Word format, PDF 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. Late applications will not be accepted.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

INFORMATION AND LAND SERVICES

Geodata Services

Client Services Officer (706787).

Applications Close:—Friday, 2 March 2012.

Salary:—\$58,179 – \$67,288 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time until 30 June 2013, or until the completion of the Spatial Information Foundations Project, whichever is the sooner.

Location:—Hobart.

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

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

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

Duties:—Provide expertise and support to all users of Geodata Services products and services, including the Land Information System Tasmania (LIST) and TASMALP.

Desirable Requirements:—A formal qualification in Spatial Information Services would be an advantage. A current motor vehicle driver's licence.

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 Leigh Fannon, phone (03) 6233 6039, email leigh.fannon@dpiipwe.tas.gov.au.

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

PORT ARTHUR HISTORIC SITE MANAGEMENT
AUTHORITY

CONSERVATION AND INFRASTRUCTURE

Conservation Project Officer (Digital Heritage) (DH12).

Applications Close:—Friday, 2 March 2012.

Salary:—\$51,832 – \$69,753 pro rata, per annum.

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

Fixed-term full-time for 6 months.

Location:—Port Arthur Historic Site.

Duties:—To contribute to the development of the effective and efficient management of digital records and systems for the Port Arthur Historic Site Management Authority (PAHSMA). In particular, this position will contribute to the development of digital records relating to archaeological projects; enlarging the scope of the Convict Database; and to the maintenance of the Authority's Asset Management System.

Essential Requirements:—Evidence of the following must be produced before taking up this position:—Bachelor's degree (or equivalent) in Archaeology or History or Information Management or a relevant cultural heritage related discipline.

Current driver's licence.

Enquiries to Dr David Roe, Archaeology Manager, Port Arthur Historic Site Management Authority, phone 0362512368, mobile 0457 675 357, email david.roe@portarthur.org.au.

Applications to Caitlin Vertigan, Human Resources Officer, Port Arthur Historic Site Management Authority, 6973 Arthur Highway, phone 0362 512329, fax 036251 2322, email recruitment@portarthur.org.au.

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	Liaison Support Officer	C. Forman	6 months	27.02.12
Health & Human Services	Registered Nurse (Midwife)	S. Gee	6 months	18.02.12
Health & Human Services	Domestic Assistant	L. Beer	6 months	19.02.12
Health & Human Services	Registered Nurse (Midwife)	A. Davidson	6 months	18.02.12
Health & Human Services	Radiation Therapist	L. Bain	6 months	20.02.12
Health & Human Services	Registered Nurse	S. Poole	6 months	09.02.12
Health & Human Services	Registered Nurse (Midwife)	D. Fry	6 months	18.02.12
Health & Human Services	Registered Nurse - Transit Lounge	M. Azon-Jacometti	Nil	25.09.11
Health & Human Services	Multi Skilled Domestic	A. Bryan	6 months	19.02.12
Health & Human Services	Registered Nurse (Midwife)	M. Knobloch	6 months	18.02.12
Health & Human Services	Registered Nurse (Midwife)	K. Pickering	6 months	18.02.12
Health & Human Services	Dental Officer	H. Meyer	6 months	13.02.12
Health & Human Services	Registered Nurse (Midwife)	M. Dennis	6 months	18.02.12
Health & Human Services	Registered Nurse (Midwife)	R. Higgs	6 months	18.02.12
Health & Human Services	Registered Nurse (Midwife)	E. Matthews	6 months	18.02.12
Tasmanian Audit Office	Financial Auditor	M. Graver	Nil	07.02.12

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Primary Industries, Parks, Water & Environment	Veterinary Officer	S. Peck	08.03.2011 - 08.03.2013	09.03.12
Primary Industries, Parks, Water & Environment	Working on Country Aboriginal Trainee Ranger	J. Digney	4 years	20.02.12
Primary Industries, Parks, Water & Environment	Working on Country Aboriginal Trainee Ranger	T. Burgess	4 years	20.02.12

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Education	A. Muruste	Advanced Skills Teacher	16.02.12
Education	S. Loring	Advanced Skills Teacher	16.02.12
Education	G. Anderson	Advanced Skills Teacher	16.02.12
Education	J. Richardson	Advanced Skills Teacher	20.02.12
Premier & Cabinet	D. Le Lant	Windows Application Support Officer	01.02.12

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Registered Nurse	L. Anderson	31.12.11
Health & Human Services	Registered Nurse	M. Dockerty	12.02.12
Infrastructure, Energy & Resources	Library Technician	R. Macaulay	17.02.12

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services	Registered Nurse	P. Stephens-Dorey	13.02.12
Health & Human Services	Registered Nurse	W. Pratt	11.02.12
Health & Human Services	Registered Nurse	N. Field	11.02.12
Health & Human Services	Occupational Therapist	T. Dodd	23.01.12
Health & Human Services	Registered Nurse	J. Nelson	11.02.12
Health & Human Services	Home Help Personal Carer	H. Loughron	14.02.12
Health & Human Services	Registered Nurse	H. McHugo	15.01.12
Health & Human Services	Registered Nurse	M. Fry	03.02.12
Health & Human Services	Registered Nurse	L. Correy	12.02.12
Health & Human Services	Child Protection Worker	C. Pearson	03.02.12
Health & Human Services	Social Worker	W. Frost	10.02.12
Justice	CSO Support Officer	R. Watson	15.02.12
Justice	Correctional Supervisor	B. Wylie	17.02.12

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Integrity Commission	K. Bower	Justice	Investigation Officer	20.02.12



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