



TASMANIAN STATE SERVICE NOTICES

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

Vacancies—General Information

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

www.jobs.tas.gov.au

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

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

Tasmanian Government Gazettes are available for perusal at the State Service 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, 33 Innovation Drive, Dowsing Point, Tasmania 7010.

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) 6233 5346. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6233 8077

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 State Service Management Office on telephone (03) 6232 7462 or email: *jobs@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 5346

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) 6232 7462

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 Policy and Services - Establishment and Reporting Services

HR Systems Officer (960309).

Applications Close:—Friday, 10 May 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time 73.5 hours per fortnight from as soon as possible for a period of 12 months.

Location:—Letitia House, Mt Nelson.

Description of the Role—Oversee the operation of nominated HRM Information System modules, processes and/or operations.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Sharon England, Department of Education, phone (03) 6233 3651, email *sharon.england@education.tas.gov.au*.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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.

EDUCATION

CORPORATE SERVICES

Human Resources Management

Vacancy and Staffing Services

HR Vacancy and Staffing Officer (960269).

Applications Close:—Friday, 10 May 2013.

Salary:—\$60,530 – \$70,007 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.5 hours per fortnight from as soon as possible.

Location:—Letitia House, Mt Nelson.

Description of the Role—To deliver an efficient and effective quality vacancy control, recruitment, selection, staffing and establishment service to clients.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Enquiries to Shari Rieder, Department of Education, phone (03) 6233 7357, email *shari.rieder@education.tas.gov.au*.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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.

EDUCATION

FURTHER EDUCATION AND TRAINING

Tasmanian Polytechnic

Workforce Sector Leader South

Student Counsellor (967820).

Applications Close:—Friday, 10 May 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Student Services South.

Description of Role—To provide students with guidance on career and course selection, provide personal counselling services to minimise the impact of psychological and/ or emotional factors upon student academic performance and assist student achievement of their educational and vocational goals.

Essential Requirements:—The Head of the State Service has determined that the person nominated for this role is to satisfy a pre-employment check before taking up the appointment, promotion or transfer.

Desirable Requirements:—A degree in Social Work, Psychology or similar.

Eligibility for membership of an appropriate professional association e.g. AASW, APA.

Enquiries to June Mezger, Department of Education, phone (03) 6336 4223, mobile 0418 144 936, email june.mezger@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6233 4630, 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
AND TASMANIAN HEALTH ORGANISATIONS

Clinical Coordinator (WITHDRAWN) (502825).

Applications Close:—Friday, 10 May 2013.

Salary:—p.a.

Permanent full-time.

Location:—Parkside.

Duties:—As part of a multi-agency team delivering high quality mental health services in accordance with the Mental Health Services Strategy Plan, Mental Health Service principles, National Mental Health Standards, Agency policy, legal requirements and relevant professional competencies.

Enquiries to Alex Thorpe, Department of Health and Human Services and Tasmanian Health Organisations, email alex.thorpe@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, Tasmania, 7001.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Ambulance Tasmania

Operational Support Services

Coordinator—Work Health and Safety (521018).

Applications Close:—Friday, 10 May 2013.

Salary:—\$77,794 p.a.

Tasmanian Ambulance Service Award, Ambulance Manager, Level 1 (Base).

Permanent full-time daywork.

Location:—Hobart.

Take a lead role in the planning, development, coordination and implementation of an effective and appropriate Work Health and Safety Program for Ambulance Tasmania (AT). The position holder is to give a particular emphasis to ensuring the organisation is fully compliant with legislation. This includes developing systems that facilitate regular reviews of working environments, establishing a documentation and risk assessment culture to work practices, providing education and developing policies and procedures that assist in preventing or minimising workplace illness and injury. The position is responsible for the development and ongoing maintenance of the Safety Improvement Plan.

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

The Head of the State Service 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—crimes involving dishonesty; and serious traffic offences. Identification check. Disciplinary action in previous employment check.

Enquiries to Sally Grimes, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 5493, email sally.grimes@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, Tasmania, 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Statewide and Mental Health Services

Assistant Director of Nursing (ADON) (519813)

Applications Close:—Friday, 17 May 2013.

Salary:—\$99,370 p.a.

Nurses (TPS) Award, Registered Nurse, Grade 8, Level 2.

Permanent full-time day work (with on-call).

Location:—Risdon Prison Complex.

Duties:—The Tasmanian Department of Health and Human Services seeks to appoint Assistant Director of Nursing to join Correctional Primary Health Services (CPHS) Tasmania, based at Risdon Prison Complex. This Position is part of Correctional

Primary Health Services (CPHS) which is a unit within the state service of Forensic Health Services (FHS).

The Assistant Director of Nursing will work within a multidisciplinary team framework, to support the Director of Nursing, also to lead and support the development and management of the primary health nursing teams in providing clinical based services to our clients across Forensic Health Services at a Statewide level.

CPHS has 7 sites within Tasmania, the main site being Risdon Prison Complex (which contains a Maximum and Medium unit, the Ron Barwick minimum security unit and the Mary Hutchinson Female facility), which are all situated at Risdon Vale (an outer suburb of Hobart). There are Remand Prisons in Hobart and Launceston, and CPHS also have the responsibility for health care provision at Ashley Youth Detention Centre in Deloraine.

Hobart offers an enviable and affordable lifestyle, pristine beaches and stunning scenery around every corner. It is also convenient to access the mainland and overseas travel, with Melbourne only being an hour's flight away.

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

The Head of the State Service 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 Rhodie Miller, Department of Health and Human Services and Tasmanian Health Organisations, phone (02) 9900 0108, email rmiller@hardygroupintl.com.

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, Tasmania, 7001.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—NORTH

Launceston General Hospital

Registered Nurse (520146).

Applications Close:—Friday, 10 May 2013.

Salary:—\$56,163 – \$76,859 pro rata, per annum.

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

Fixed-term part-time shift work (fully rotational), working 64 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant. To commence as soon as possible until 27 October 2013.

Location:—Ward 4K.

Please note that access to the Grade 4 salary range \$72 675 – \$76 859 is subject to successful application for progression to Grade 4.

Desirable Requirements:—Paediatric nursing experience will be highly regarded.

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

The Head of the State Service 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 Sonja Leonard, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7053, email sonja.leonard@dhhs.tas.gov.au or Michael Sherring, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7654, email michael.sherring@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, Tasmanian Health Organisation—North, P.O. Box 1963, Launceston, Tasmania, 7250.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—NORTH WEST

Primary Health Services North West

Nurse Unit Manager (502596).

Applications Close:—Friday, 10 May 2013.

Salary:—\$85,411 – \$91,458 p.a.

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

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

Location:—Central Coast Community Health Centre.

Duties:—Who are we? The Tasmanian Health Organisation—North West is an innovative and dynamic organisation dedicated to improving the health and wellbeing of our community in Tasmania's beautiful North West. We are committed to providing the highest levels of healthcare and services and our values are Partnership, Respect, Integration, Development/Support, and Excellence.

Who are we looking for? We are seeking a motivated and experienced Nurse Unit Manager with highly developed skills and knowledge to take up this exciting management position that will provide strong leadership, innovative strategic direction, and clear operational management for a dynamic primary health care team.

Reporting to the Co-Director of Nursing Chronic Complex and Community Services, this role encompasses a wide range of responsibilities including, but not limited to, providing clinical and professional leadership to ensure and promote exceptional clinical care, maintaining collaborative relationships with key stakeholders, management of physical, financial and human resources and actively contribution to the Organisations quality and safety improvement processes.

Do you have? Current Nursing and Midwifery Board Australia (AHPRA) registration. Recent Management experience. Relevant clinical experience within community health nursing. A consultative leadership style that compliments an efficient management style. Ability to manage budgets, rosters, KPI's and commitment to quality management.

What can we offer? Flexible work/life balance. Attractive Salary Package. Dynamic team environment. Commitment to ongoing professional development.

This is a fantastic opportunity to progress your career, don't miss out! Call the Co-Director of Nursing Chronic Complex and Community Services Ange Downie on 6440 7000 or email ange.downie@dhhs.tas.gov.au for a confidential discussion about your application.

In order to be considered for this position it is a requirement that you address the selection criteria.

Desirable Requirements:— Relevant post graduate qualifications.

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

The Head of the State Service 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. Disciplinary action in previous employment check.

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

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—SOUTH

Enrolled Nurse (515261).

Applications Close:—Friday, 10 May 2013.

Salary:—\$50,713 – \$56,163 pro rata, per annum.

Nurses (TPS) Award, Enrolled Nurse, Grade G to Grade 2, Year 4.

Fixed-term part-time shift work, commencing as soon as possible until 29 March 2014.

Location:—Repatriation Centre, Hobart.

Duties:—Tasmanian Health Organisation—South (THO-South) is seeking to recruit an Enrolled Nurse on a fixed term part-time basis to work in its Aged and Rehabilitation Service, namely Peacock 3. Your duties will include the delivery of evidenced base care in accordance with the nursing care plan under the direction and supervision of the registered nurse. Contribute to the development of patient/client nursing care plans, the evaluation of care and healthcare information in collaboration with the registered nurse.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia (holds Board-approved qualification in administration of medicines).

The Head of the State Service 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 Jenny Batt, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7829, email jennifer.batt@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink HR, Tasmanian Health Organisation—South, G.P.O. Box

1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—SOUTH

Clinical Support Services

Phlebotomy Technician (511311).

Applications Close:—Friday, 10 May 2013.

Salary:—\$53,203 – \$57,913 p.a.

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

Permanent full-time shift worker (set rotational).

Location:—Pathology South, Royal Hobart Hospital.

The Tasmanian Health Organisation—South, Pathology Services is seeking a Phlebotomy Technician to work in Pathology South. Part-time job share arrangements may be considered for this position.

Duties:—The Phlebotomy Technician is required to perform rostered phlebotomy collections and data entry within Pathology South and as a support function to the Hobart Private Hospital. It is expected that the individual will have a strong empathy for the patients and their clinical condition, and demonstrate sensitivity in dealing with patients and their relatives in a hospital setting. It is expected interpersonal communication skills will be highly developed in dealing with medical, nursing and laboratory staff as well as patients.

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

The Head of the State Service 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 check in previous employment check.

Enquiries to Dr Peter Vervaart, Tasmanian Health Organisation—South, Pathology Services, phone (03) 6222 8240, email peter.vervaart@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7011.

Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—SOUTH

Clinical Support Services

Senior Orthotic/Prosthetic Technician (510853).

Applications Close:—Friday, 10 May 2013.

Salary:—\$59,720 – \$69,055 pro rata, per annum.

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

Fixed-term full-time work, working 76 hours per fortnight commencing as soon as possible until 28 June 2013.

Location:—Orthotic Prosthetic Services Tasmania (OPST)—Hobart.

The Tasmanian Health Organisation—South is seeking a Senior Orthotic/Prosthetic Technician to work in the Orthotic Prosthetic Services Tasmania (OPST)—Hobart.

Duties:—The Senior Orthotic/Prosthetic Technician will provide high level technical services to support the clinical management of clients who require provision of prostheses and orthoses. Other duties include giving supervision and training for other staff in the provision of prosthetic and orthotic technical services.

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

The Head of the State Service 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 Richard Dyson-Holland, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7377, email richard.dyson-holland@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink HR, Tasmanian Health Organisation – South, G.P.O. Box 1061, Hobart, Tasmania 7011.

Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—SOUTH

Complex Chronic and Community Services

Clinical Nurse Consultant—Home Therapy (521224).

Applications Close:—Friday, 31 May 2013.

Salary:—\$81,689 – \$87,328 p.a.

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

Permanent full-time day work (with on call).

Location:—Renal Unit—Royal Hobart Hospital.

Duties:—Who are we looking for? Tasmanian Health Organisation—South (THO-S) is seeking to recruit a Clinical Nurse Consultant (CNC)—Home Dialysis. We are seeking positive, enthusiastic and motivated individuals with a passion for home dialysis and improving the outcomes for patients with End Stage Kidney Disease (ESKD) to apply. With a national push towards improving the numbers of patients accessing home dialysis, we are driven to improve our own outcomes in Southern Tasmania. We have a purpose built home dialysis training facility, dedicated dynamic home therapy nurses and a Chronic Kidney Disease (CKD) coordinator with a new model of care specifically designed to increase uptake of home dialysis in our patient cohort. As a CNC you will provide clinical

leadership and expertise in this field utilising evidence based practice principles. You will be able to apply the principles of adult based learning in your clinical practice and possess outstanding interpersonal and communication skills.

You will also possess advanced leadership skills and the ability to work effectively within a diverse team environment and demonstrate a commitment to continuous quality improvement, research and ongoing professional development. The CNC will work closely with the Nurse Unit Manager to achieve the desired outcomes.

Do you have? A good work ethic. Ability to manage/lead teams to achieve continuous quality improvement. A consultative leadership style and the ability to build rapport. Current AHPRA registration. Post graduate renal qualifications are desired but not essential.

What can we offer? Flexible work/life balance. Attractive Salary Packaging. Great team environment. Commitment to professional development.

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

The Head of the State Service 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 Colin Banks, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 5404, email colin.banks@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink HR, Tasmanian Health Organisation—South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—SOUTH

Complex Chronic and Community Services

Hospital Assistant -(Relief) (516132).

Applications Close:—Friday, 17 May 2013.

Salary:—\$44,602 – \$46,672 pro rata, per annum.

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

Fixed-term casual shift work (set rotational) on an 'as and when required' basis, commencing as soon as possible for a period of 2 years.

Location:—Repatriation Centre/Royal Hobart Hospital.

Duties:—Tasmanian Health Organisation—South (THO -South) is seeking to employ casual Hospital Assistants on an 'as and when required' basis to work in its Aged and Rehabilitation Service, namely Peacock 3 and the Older Persons Unit. Your duties will include providing general housekeeping services to the Units. Provide cleaning, and maintenance of equipment and work areas within infection control guidelines. Provide assistance to nursing staff in the transferring and positioning of patients by manual or mechanical means and portage services to patients using the manual handling guidelines and legislation.

Essential Requirements:-

The Head of the State Service 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 check in previous employment check.

Enquiries to Barry Auksorius, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7830, email barry.auksorius@dhhs.tas.gov.au.

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: Stafflink HR, Tasmanian Health Organisation—South, G.P.O. Box 1061, Hobart, Tasmania 7001. Please do not send hard copy applications to the contact person.

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HEALTH AND HUMAN SERVICES
AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION—SOUTH

*Medicine Services***Respiratory Physician (Visiting Medical Specialist) (521368).**

Applications Close:—Friday, 17 May 2013.

Salary:—\$245,083 – \$294,543 pro rata, per annum.

Health and Human Services Tasmanian Visiting Medical Practitioners (Public Sector) Agreement 2009, Visiting Medical Specialist.

Fixed-term casual (Zero hours appointment); working as and when required—commencing as soon as possible for a period of up to twelve months.

Location:—Department of Respiratory Medicine, Royal Hobart Hospital.

Duties:—In accordance with policy, procedures and statutory regulations the Visiting Medical Specialist will provide a cardiopulmonary testing service and train the Respiratory staff specialists in performing cardiopulmonary exercise testing.

Essential Requirements:—Specialist or limited registration with the Medical Board of Australia in a relevant specialty.

The Head of the State Service 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 check in previous employment check.

Enquiries to Dr Cameron Hunter, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7022, email cameron.hunter@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, Tasmanian Health Organisation—South, G.P.O. Box 1061, Hobart, Tasmania, 7001.

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

INFRASTRUCTURE, ENERGY AND RESOURCES

CORPORATE SERVICES DIVISION

*Information Management***Trim Support Officer (372452).**

Applications Close:—Friday, 10 May 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—Promote TRIM to departmental staff and management with a focus on the advantages of Electronic Document Management, and work with Branches to identify business improvements that can be achieved through TRIM workflow.

Implement TRIM workflow within business areas to help improve business processes and provide support, ongoing maintenance and reporting expertise.

Coordinate and deliver training courses, including liaising with departmental managers to discuss and develop TRIM training for their staff, and create training manuals and other collateral including quick tips and on-line help guides.

Work with Managers and Corporate Information Services staff to develop and implement tailored change management and communication plans to address how TRIM will be implemented in various Branches.

Undertake system administration, helpdesk and support functions including liaison with other Information Management Branch staff, and assist with the research, development and implementation of information management strategies, policies and practices.

Assist in the development and maintenance of system operating procedures, instruction manuals, and other necessary documentation including reporting.

Where required, carry out creation, retention, disposal and archiving of corporate information in accordance with the departmental corporate information policy, Archives Act 1983 and the Archives Office of Tasmania guidelines and procedures.

Desirable Requirements:— Completion of a Certificate level in Records Management or equivalent.

Enquiries to Michael Adams, Manager Corporate Information, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart, phone (03) 6233 5189, email Michael.Adams@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, 10 Murray Street Hobart, 7000, phone (03) 6233 2077, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

LAND TRANSPORT SAFETY

*LTS Policy***Manager, Road Safety Advisory Council Secretariat (372004).**

Applications Close:—Friday, 10 May 2013.

Salary:—\$93,957 – \$100,355 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Permanent full-time.

Location:—Hobart.

Duties:—Provide high level secretariat and research support

including policy development and project management that incorporates extensive research and analysis, for the creation and implementation of road safety strategy projects in accordance with the Tasmanian Road Safety Strategy.

Represent the Department as the Agency's central point of coordination for the Road Safety Advisory Council with responsibility for determining priorities in managing documentation, correspondence and communications, including the preparation of high level ministerial briefings, cabinet submissions, official documents and media releases on road safety strategy policy and infrastructure projects.

Manage consultation with key internal and external stakeholders to support the delivery of programs and initiatives under the Tasmanian Road Safety Strategy, including developing and implementing communications, relationship management strategies and reporting to the Minister and Executive in relation to the annual work program, annual report and project status reports.

Build influential working relationships with internal and external stakeholders to deliver RSAC and DIER outcomes with a strategic focus, being pro-active in circumventing issues and providing appropriate recommendations.

Develop, implement and manage a strategically focussed long term agenda for the achievement of road safety initiatives through the RSAC.

Manage all aspects of the RSAC Secretariat and provide high level executive support in the organisation and scheduling of meetings, the preparation of agenda and supporting papers.

follow-up work as required from DIER and Police and to oversee the provision of these services to DIER Steering Committees.

Provide strategic direction to the Council and its Steering Committees in the planning, development and implementation of policy, project and procedural guidelines, including budget and resource allocation to ensure the effective operation of the Secretariat.

Oversee the Road Safety Levy budget and allocations from other funding sources, with appropriate reporting on spending and regular auditing to the RSAC and to DIER senior management, as well as providing assistance in the administration of the Land Transport Safety Branch budget allocation.

Enquiries to Deborah Davis, A/G Manager Land Transport Safety Policy, Department of Infrastructure, Energy and Resources, 10 Murray Street, Hobart, phone (03) 6233 6622, email Deborah.Davis@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, 10 Murray Street Hobart, 7000, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

MINERAL RESOURCES TASMANIA

Royalty, Finance and Administration

Manager Tenement Administration (421181).

Applications Close:—Friday, 10 May 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Rosny Park.

Duties:—To ensure the Tenement Administration Section is effectively and appropriately managed, overseeing the administration of leases, licences and other applications made

under the *Mineral Resources Development Act 1995*.

To provide specialised advice, legislative interpretation and recommendations to senior management on matters concerning the administration of mineral tenements, including assisting with the preparation of legislation, regulations and statutory documents relating to mineral tenements.

To make entries in the Mining Register and to maintain quality assurance and process improvements to ensure that such entries are accurate. Mineral Resources Development Act 1995 by ensuring the legal requirements outlined in the legislation are met and to advise senior management accordingly. *Mineral Resources Development Act 1995*.

To evaluate the eligibility for acceptance of applications made under the *Mineral Resources Development Act 1995*.

To keep accurate and up to date records of mineral tenement details, mining statistics, royalties, rentals and security deposits and to ensure that such information is obtained from clients as required.

To prepare a diverse range of correspondence including Minutes for the Minister and other documentation as required by senior management.

To assist the Director resolve claims lodged under the *Mineral Resources Development Act 1995*.

Desirable Requirements:—Drivers Licence.

Enquiries to Matthew Fitzgerald, Manager Royalty, Finance and Administration, Department of Infrastructure, Energy and Resources, 30 Gordons Hill Road, Rosny, phone (03) 6233 8370, email Matthew.Fitzgerald@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, 10 Murray Street Hobart, 7000, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

INFRASTRUCTURE, ENERGY AND RESOURCES

PRIVATE FORESTS TASMANIA

Manager Services (372461).

Applications Close:—Friday, 10 May 2013.

Salary:—\$102,976 – \$110,919 p.a.

Tasmanian State Service Award, Professional Stream, Band 4.

Permanent full-time.

Location:—Launceston.

Duties:—Apply significant professional knowledge and judgement to identify and recommend opportunities for the development of concepts, policies, and programs to achieve the aims of government and other stakeholders in relation to private forestry.

Lead and manage communications, technology transfer program and resource information management programs, including alliances with service providers, the forest industry, representative groups, government agencies and non-government organisations targeting initiatives of particular relevance to private forest owners.

Manage field staff in the North West, North East and Southern offices of Private Forests Tasmania.

Represent the Authority as appropriate and provide high level professional advice, assistance and training to stakeholders, clients, Authority staff and the public to educate and inform them on matters relating to the management of private forests.

As a key member of the Senior Management Team of Private Forests Tasmania, work with other staff to develop, manage and implement these concepts, policies and programs recognising the political and economic, environmental and social opportunities and constraints that exist.

Essential Requirements:—Satisfactory completion of an appropriate graduate qualification at a recognised University.

Desirable Requirements:—Significant practical post graduate Forestry experience of a professional nature. Current driver's licence.

Enquiries to Tom Fisk, Chief Executive Officer, Department of Infrastructure, Energy and Resources, 83 Melville Street, Hobart 7000, phone (03) 6233 7255, email Tom.Fisk@dier.tas.gov.au.

Applications to HR Operations, Human Resources Branch, Department of Infrastructure, Energy and Resources, 10 Murray Street Hobart, 7000, phone (03) 6233 2077, fax (03) 6233 5337, email recruitment@dier.tas.gov.au.

JUSTICE

CROWN LAW

Office of the Crown Solicitor

Legal Practitioner (354872).

Applications Close:—Friday, 10 May 2013.

Salary:—\$77.25 – \$86.78 per hour.

Legal Practitioners Agreement 2010, Level 4.

Fixed-term casual until 24 December 2013.

Location:—Hobart.

Duties:—Assist the Crown Solicitor in the conduct and management of the business of the office by developing template legal documents and providing advice on their implementation within agencies.

Essential Requirements:—Admitted or eligible for admission as a Barrister or Practitioner of the Supreme Court of Tasmania.

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

Desirable Requirements:—Post admission qualifications in negotiation, mediation, arbitration, management, and/or specialised commercial law subjects.

Enquiries to Kerry Worsley, Manager Crown Law, Department of Justice, phone (03) 6233 8732, email kerry.worsley@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Kerry Worsley on 6233 8732. 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.

JUSTICE

MAGISTRATES COURT

HOBART

District Registrar (355495a).

Applications Close:—Friday, 10 May 2013.

Salary:—\$72,571 – \$75,893 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Fixed-term full-time commencing 30 April 2013 until 28 April 2014, working 73.50 hours per fortnight.

Location:—Hobart.

Duties:—Participate in management of the Hobart Court Registry to achieve the strategic objectives of the Court. Undertake the statutory responsibilities of the position, including providing authoritative specialist advice to legal practitioners, internal stakeholders and other users of the Court in accordance with Division policy and the Departmental Service Charter.

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

Enquiries to Donna Spong, Deputy Administrator, Magistrates Court, Department of Justice, phone (03) 6233 2213, email donna.spong@justice.tas.gov.au.

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

For further information, please download a copy of the Statement of Duties from the www.jobs.tas.gov.au website. If a Statement of Duties cannot be downloaded, please contact Donna Spong on (03) 6233 2213.

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.

POLICE AND EMERGENCY MANAGEMENT

STATE EMERGENCY SERVICE

State Headquarters

Manager, Learning and Development (002824).

Applications Close:—Friday, 10 May 2013.

Salary:—\$79,087 – \$90,853 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time.

Location:—Hobart.

Duties:—Develop, implement and manage SES learning and development activities including—policy, budget and resources, and learning and assessment requirements throughout the state. Ensure consistent and contemporary delivery of training and support to volunteers and manage staff professional development state-wide.

Manage competency and skills based training within the SES and ensure the maintenance of strict national Australian Quality Training Framework (AQTF) compliance as a Registered Training Organisation (RTO).

Essential Requirements:—The Head of the State Service 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 check in previous employment check.

Qualifications and Experience:—Well developed management and leadership skills including the ability to manage physical, human and financial resources including learning and development related budgets, projects and initiatives. Experience in the management, development and delivery of adult learning in an RTO environment. Knowledge of and/or experience in, educational compliance and audit requirements for RTO's. Well developed interpersonal, conflict resolution and communication (written, verbal and IT related) skills. Capacity to develop and maintain effective business relationships. Demonstrated initiative, innovation and flexibility and the ability to work alone or as part of a team.

Enquiries to Inspector George Cretu, Assistant Director, Operations and Resources, State Emergency Service, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, TAS, 7001, phone (03) 6230 2705, email George.Cretu@ses.tas.gov.au.

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

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

PRIMARY INDUSTRIES, PARKS, WATER
AND ENVIRONMENT

EPA DIVISION

Scientific and Technical

Technical Assistant (706018).

Applications Close:—Friday, 10 May 2013.

Salary:—\$47,823 – \$51,998 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Fixed-term part-time 14 hours and 25 minutes per fortnight for 12 months.

Location:—Hobart.

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

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

Duties:—Work as part of a team of professional and technical staff in the Air Section undertaking technical duties and providing assistance and support to technical staff and scientists.

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

Desirable Requirements:—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 Sally Arnold, Administrative Assistant, phone (03) 6233 6506, email Sally.Arnold@environment.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@dpiwwe.tas.gov.au.

TASMANIAN AUDIT OFFICE

Fixed-term Employment Register (TAO-Various)

Applications Close:—Friday, 1 May 2015.

Salary:—See Below.

Tasmanian State Service Award.

Contract Position Fixed-term, part-time and full-time.

Location:—Hobart or Launceston.

The Fixed-term Employment Register is designed to provide the Tasmanian Audit Office with a pool of experienced and skilled people who are available to undertake the duties of Assistant Auditor, Financial Auditor, Senior Financial Auditor or Principal Performance Auditor for a fixed-term period.

Applications are invited from persons interested in being considered for full-time or part-time employment for periods of up to 12 months. Vacancies arise from time to time in either Hobart or Launceston in the categories listed below.

These are not actual vacancies but a guide to vacancies that may potentially become available.

Categories of Employment:

Assistant Auditor (TAO2702).

Salary range: \$37,511—\$46,233 pro rata, General Stream, Band 1.

Financial Auditor (TAO2401).

Salary range: \$53,926—\$72,571 pro rata, Professional Stream, Band 1.

Senior Financial Auditor (TAO2317).

Salary range: \$75,893—\$87,771 pro rata, Professional Stream, Band 2.

Principal Performance Analyst (TAO3205).

Salary Range: \$93,957—\$100,355 pro rata, Professional Stream, Band 3.

Duties vary according to the particular role but will require meeting the essential qualifications for the role as well as specific field knowledge and skills related to financial or performance auditing. Please download the statement of duties for the relevant position to review this information.

Essential Requirements:—The Head of the State Service

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

Enquiries to Jessica Reardon, Human Resources Consultant, Tasmanian Audit Office, G.P.O. Box 851, Hobart 7001, phone (03) 6226 0100, fax (03) 6226 0199, email Recruitment@audit.tas.gov.au.

Applications to Jessica Reardon, Human Resources Consultant, Tasmanian Audit Office, G.P.O. Box 851, Hobart 7001, phone (03) 6226 0100, fax (03) 6226 0199, email Recruitment@audit.tas.gov.au.

If you wish to be considered for any potential vacancies for the listed categories of employment you should download the Job Kit. For advice on the management of the registers, the information we require and the process for registration, please contact Jess Reardon (HR Consultant) as per the details below. Please note that to be considered for inclusion on the register applications must include a statement of claims against the selection criteria. Email submissions are preferred.

The registers will remain open to applicants at all times until 1 May 2015 and will be reviewed on a regular basis.

TREASURY AND FINANCE

CORPORATE SUPPORT DIVISION

Information Systems Branch

IT Project Manager (724289).

Applications Close:—Friday, 17 May 2013.

Salary:—\$93,957 – \$100,355 p.a.

Tasmanian State Service Award, General Stream, Band 7.

Fixed-term full-time as soon as possible until 30 June 2014.

Location:—Hobart.

Duties:—Working both individually and as a member of a small team, the IT Project Manager will undertake complex research, investigation, analysis and system implementation activities and prepare major correspondence, reports and submissions relating to the Treasury Information Management projects.

In the context of the selection criteria, to be successful in the position applicants will have: demonstrated high-level skills and experience in information systems project management and project delivery. This will include the demonstrated ability to develop, build and manage suitable project teams, including, but not limited to, the commissioning and supervision of consultants and contractors;

demonstrated high-level experience and skills in the use of a well-defined project management methodology or framework and demonstrated high-level skills in project management activities. This will include, but will not be limited to, project governance, business case preparation, project planning, change management, stakeholder and vendor management, benefits realisation and project issue identification, tracking, and resolution; and demonstrated high-level interpersonal communication skills, including the demonstrated ability to

liaise and negotiate effectively with senior management and stakeholders.

The IT Project Manager will also be required to participate in Branch management and other internal committees and at external meetings from time to time.

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

Enquiries to Glenn Lewis, Director, Information Systems Branch, Department of Treasury and Finance, phone (03) 6233 6123, email glenn.lewis@treasury.tas.gov.au.

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

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

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	N. Watson	6 months	15.04.13
Health & Human Services & Tasmanian Health Organisations	Occupational Therapy Assistant	Y. Smith	6 months	15.04.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Philpott	6 months	22.04.13
Health & Human Services & Tasmanian Health Organisations	Occupational Therapy Assistant	J. O'Rourke	3 months	15.04.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	M. Butler	6 months	22.04.13
Health & Human Services & Tasmanian Health Organisations	Executive Support Officer	M. Bennett	6 months	08.04.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	K. Fox	6 months	22.04.13
Health & Human Services & Tasmanian Health Organisations	Customer Service Officer	S. Ransley	6 months	08.04.13
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	A. Pickering	Nil	04.03.13
Health & Human Services & Tasmanian Health Organisations	Senior Occupational Therapist	R. Taylor	6 months	29.04.13
Health & Human Services & Tasmanian Health Organisations	Rostering Services Support Officer	S. Wyllie	6 months	08.04.13
Health & Human Services & Tasmanian Health Organisations	Administrative Assistant	H. Lodge	6 months	15.03.13
Justice	Community Service Order Supervisor	W. Causon	6 months	23.04.13
Justice	Advisory Officer	N. Atkinson	Nil	04.04.13

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	I. Jones	Senior Clinician	29.04.13
Health & Human Services & Tasmanian Health Organisations	G. White	Senior Dental Therapist	08.04.13
Health & Human Services & Tasmanian Health Organisations	H. McCausland	Senior Community Podiatrist	11.03.13
Justice	C. Upston	Criminal Case Coordinator	25.04.13

Transfer of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>New Agency</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Police & Emergency Management	S. Roberts	Premier & Cabinet	Assistant Director Office of Security and Emergency Management	30.04.13

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	Visitor Reception Officer	A. Dupleix	13 months	04.10.12

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Project Officer	G. Edeson	25.04.13
Health & Human Services & Tasmanian Health Organisations	Food Services Assistant	L. McLean	19.04.13
Health & Human Services & Tasmanian Health Organisations	Theatre Support Officer	R. Griffin	19.04.13
Health & Human Services & Tasmanian Health Organisations	Executive Assistant	S. Adam	08.04.13
Justice	Senior Inspector	G. Lewis	29.04.13
Justice	Clerk	P. Veal	23.04.13
Justice	Correctional Officer in Training	D. How	22.04.13

Retirement of Officers

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date Effective</i>
Primary Industries, Parks, Water & Environment	P. Murphy	Director Geospatial Information (Surveyor General)	27.04.13

Appointment of Officers

<i>Agency</i>	<i>Officer's Name</i>	<i>Duties Assigned</i>	<i>Date of Appointment</i>	<i>Duration</i>
Infrastructure, Energy & Resources	A. Conway	Director Infrastructure Policy	22.04.13	5 years

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