



TASMANIAN STATE SERVICE NOTICES

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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 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 Mercury Walch Pty Ltd, 5 Bowen Road, Moonah, Tasmania 7009.

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@mercurywalch.com.au

or fax to (03) 6232 2138. All copy must be typed in upper and lower case not ALL CAPS, if unsure please telephone (03) 6232 2128

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 Mercury Walch Pty Ltd on (03) 6232 2138

Deadlines

Government Gazette :—

Copy must be received by Mercury Walch 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) 6232 2137.

Gazette and State Service Online

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

TASMANIAN GOVERNMENT GAZETTE AND TASMANIAN STATE SERVICE NOTICES PUBLICATION AND COPY CLOSURE DATES

Easter 2014

COPY deadlines for the *Tasmanian Government Gazette* and *Tasmanian State Service Notices* to be published on Wednesday 23 April 2014:—

All copy for the General Gazette must be received by 12 noon on Thursday 17 April 2014.

All copy for the State Service Notices must be received by 12 noon on Thursday 17 April 2014.

NOTE: Applications for positions advertised in the State Service Notices of 23 April 2014 will close at 5 p.m. on 2 May 2014.

EDUCATION

CORPORATE SERVICES

Finance, Facilities and Business Support

Finance and Resource Services

Finance and Procurement Services

Senior Systems Officer (590281).

Applications Close:—Friday, 11 April 2014.

Salary:—\$61,741 – \$71,407 p.a.

Tasmanian State Service Award, General Stream, Band 4.

Permanent full-time 73.50 hours per fortnight.

Location:—Hobart.

Description of the Role:—Oversee the development and management of the Department's corporate information systems and the development of policy and procedures that support operations. Assist with the operation of ancillary business system interfaces with corporate systems and training and systems support activities.

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 Steve Dineen, Senior Executive Officer Accounting, Department of Education, phone (03) 6165 5642, email *steve.dineen@education.tas.gov.au*.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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. Additional Information for Applicants are also attached for your information.

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

LEARNING SERVICES

Learning Services (North)

Northern Support School

Education Facility Attendant, Northern Support School (968521).

Applications Close:—Friday, 11 April 2014.

Salary:—\$39,063 – \$44,039 pro rata, per annum.

Facility Attendants (Tasmanian State Service) Award, Education Facility Attendant, Level 1-3.

Permanent part-time up to 35 hours per fortnight.

Location:—Northern Support School, St Georges, Launceston.

Description of the Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

Essential Requirements:—The 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 Samuel Baker, Acting Principal, Department of Education, phone (03) 6339 1453, email samuel.baker@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North)

Perth Primary School

Teacher Assistant, Perth Primary School (965996).

Applications Close:—Friday, 11 April 2014.

Salary:—\$48,823 – \$53,038 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 20 hours per fortnight, 40 weeks per year.

Location:—Perth Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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

Enquiries to Leanne Dunn, School Business Manager, Department of Education, phone (03) 6398 2302, email leanne.dunn@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North)

Prospect High School

Teacher Assistant, Prospect High School (2 Vacancies).

Applications Close:—Friday, 11 April 2014.

Salary:—\$48,823 – \$53,038 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 952562.

Permanent part-time up to 30 hours per fortnight, 40 weeks per year.

Location:—Prospect High School.

Vacancy No. 964975.

Permanent part-time up to 39 hours per fortnight, 40 weeks per year.

Location:—Prospect High School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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

Enquiries to Debbie Chancellor, School Business Manager, Department of Education, phone 6344 4744, email debbie.chancellor@education.tas.gov.au.

Please note an 'indicative task list' is available and attached for Vacancy Number 964975

Notice of intended distribution of trust property

Any person having any claim in respect of the property held by the following trusts:

- Tasmanian Perpetual Cash Management Fund (ARSN 093 255 728)
- Tasmanian Perpetual Select Term Fund (ARSN 093 255 862)
- Tasmanian Perpetual Income Plus Fund (ARSN 124 784 087)

must send particulars of the claim to the trustee and responsible entity, Tasmanian Perpetual Trustees Limited (ABN 97 009 475 629, AFSL 234630) at Level 2, 137 Harrington Street Hobart TAS 7000 within one calendar month from publication of this notice.

After that time the trustee may convey and distribute the above property or any part thereof having regard only to the claims of persons of which at the time of conveyance or distribution the trustee had notice.

2/4/2014

Tasmanian Perpetual Trustees Limited ABN 97 009 475 629 AFSL/Australian Credit Licence Number 234630 is a wholly owned subsidiary of MyState Limited ABN 26 133 623 962.

Tasmanian
Perpetual
Trustees



Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North)

Ringarooma Primary School

Teacher Assistant, Ringarooma Primary School (650690).

Applications Close:—Friday, 11 April 2014.

Salary:—\$48,823 – \$53,038 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time up to 10 hours per fortnight, 40 weeks per year.

Location:—Ringarooma Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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

Enquiries to Duncan Walker, Principal, Department of Education, phone (03) 6353 2271, email duncan.walker@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North)

St Helens District High School

Teacher, St Helens District High School (962048).

Applications Close:—Friday, 11 April 2014.

Salary:—\$54,732 – \$87,585 pro rata, per annum.

Teaching Service (Tasmanian Public Sector) Award, Teacher.

Fixed-term part-time up to 14 hours per fortnight, from 5 May 2014 to 19 December 2014, VET Automotive Teacher.

Location:—St Helens District High School.

In order to deliver VET Automotive and TCE subjects of this role, applicants are to demonstrate appropriate VET and Vocational Competence.

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

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

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

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

Enquiries to Matt Bennell, Department of Education, phone (03) 6376 7100, email matthew.bennell@education.tas.gov.au.

All interested applicants are strongly encouraged to discuss specific details of the vacancy with the Contact Officer.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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. Receipt of your electronic application will be acknowledged by return email within two working days.

EDUCATION

LEARNING SERVICES

Learning Services (North)

Waverley Primary School

Education Facility Attendant (Cleaning), Waverley Primary School (306101).

Applications Close:—Friday, 11 April 2014.

Salary:—\$39,063 – \$44,039 pro rata, per annum.

Facility Attendants (Tasmanian State Service) Award, Education Facility Attendant, Level 1-3.

Permanent part-time up to 68 hours per fortnight.

Location:—Waverley Primary School.

Description of the Role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

Essential Requirements:—The 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 Cheryl Betts, School Business Manager, Department of Education, phone (03) 6339 1455, email cheryl.betts@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North)

Waverley Primary School

Teacher Assistant, Waverley Primary School (3 Vacancies).

Applications Close:—Friday, 11 April 2014.

Salary:—\$48,823 – \$53,038 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 2.

Vacancy No. 981005.

Permanent part-time up to 10 hours per fortnight, 40 weeks per year.

Location:—Waverley Primary School.

Vacancy No. 960021.

Permanent part-time up to 10 hours per fortnight, 40 weeks per year.

Location:—Waverley Primary School.

Vacancy No. 956044.

Permanent part-time up to 10 hours per fortnight, 40 weeks per year.

Location:—Waverley Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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

Enquiries to Danielle Mitchell, Assistant Principal,

Department of Education, phone (03) 63391455, email danielle.mitchell@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North-West)

Devonport High School

Teacher (English/History), Devonport High School (201168).

Applications Close:—Friday, 11 April 2014.

Salary:—\$54,732 – \$87,585 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time.

Location:—Devonport High School.

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

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

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

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

Enquiries to Grant Armitstead, Department of Education, phone (03) 6424 9461, email grant.armitstead@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (North-West)

Hellyer College

Teacher (English/SOSE), Hellyer College (966455).

Applications Close:—Friday, 11 April 2014.

Salary:—\$54,732 – \$87,585 p.a.

Teaching Service (Tasmanian Public Sector) Award, Teacher. Permanent full-time.

Location:—Hellyer College.

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

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

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

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

Enquiries to Kathy Cameron, Department of Education, phone (03) 6435 5115, email kathy.cameron@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (South)

Kempton Primary School

Education Facility Attendant, Kempton Primary School (963619).

Applications Close:—Friday, 11 April 2014.

Salary:—\$37,063 – \$56,002 pro rata, per annum.

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

Permanent part-time 17 hours per fortnight.

Location:—Kempton Primary School.

Description of role:—As part of a team or alone perform various facets of the attendant role which may involve cleaning, grounds keeping, kitchen assistant duties and maintenance of school facilities to a hygienic, safe and presentable level. This role may also involve minor maintenance of related equipment.

Essential Requirements:—The 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 Margaret Johnson, Department of Education, phone (03) 6259 1245, email margaret.johnson1@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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

LEARNING SERVICES

Learning Services (South)

Goulburn Street Primary School

Teacher Assistant, Goulburn Street Primary School (953761).

Applications Close:—Friday, 11 April 2014.

Salary:—\$48,823 – \$53,038 p.a.

Tasmanian State Service Award, General Stream, Band 2.

Permanent part-time 30 Hours per fortnight, up to 42 weeks per annum.

Location:—Goulburn Street Primary School.

Description of the Role:—Provide assistance to the teacher(s) by assisting with the supervision and learning of students. Provide support and assistance to students with high and/or additional needs including but not limited to students with physical and/or intellectual disabilities and students with behavioural issues.

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

Enquiries to Gay Cumming, Department of Education, phone (03) 6234 1884, email gay.cumming@education.tas.gov.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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
LINC TASMANIA
LINC's East
Rosny LINC

LINC Services Co-ordinator, Community Learning (700442).

Applications Close:—Friday, 11 April 2014.

Salary:—\$80,669 – \$92,670 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Permanent full-time 73.50 hours per fortnight.

Location:—Rosny LINC.

Description of the Role:—Manage and co-ordinate the provision of assigned information, community learning or adult and family literacy services and programs in an urban catchment area and contribute directly to the formulation of LINC Tasmania policies.

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:—Appropriate academic/professional qualifications.

Enquiries to Jane McGregor, Manager Rosny LINC, Department of Education, phone (03) 6165 6445, email jane.mcgregor@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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. Additional Information for Applicants are also attached for your information.

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
LINC TASMANIA
LINC's and Community Learning
Glenorchy LINC

Customer Services Officer (700089).

Applications Close:—Friday, 11 April 2014.

Salary:—\$55,005 – \$59,871 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 3.

Permanent part-time 69.83 hours per fortnight.

Location:—Glenorchy LINC.

Description of the 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 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 Robyn Murfet, A/Manager, Glenorchy LINC, Department of Education, phone (03) 6165 5492, email robyn.murfet@education.tas.gov.au.

Applications to Vacancy and Staffing Services, Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, fax (03) 6233 0566, email recruitment@education.tas.gov.au.

Applicants are encouraged to visit <http://www.linc.tas.gov.au/findus/southern/linc/glenorchy> prior to forwarding 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

HEALTH AND HUMAN SERVICES

Ambulance Tasmania

Clinical Services

Manager, Education and Professional Development (510723).

Applications Close:—Friday, 11 April 2014.

Salary:—\$104,109 – \$112,116 p.a.

Health and Human Services (Tasmanian State Service) Award, General Stream, Band 8.

Permanent full-time daywork.

Location:—Ambulance Tasmania, Hobart.

With a strategic focus, direct and manage the learning and development activities throughout Ambulance Tasmania (AT), including program development, delivery and evaluation. This involves integrated program planning to assist in meeting the service delivery objectives of the organisation.

Desirable Requirements:—Appropriate tertiary qualifications in education or significant progress towards completion of a tertiary education qualification. Relevant experience working in a health-related field.

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 and disciplinary action in previous employment check.

Enquiries to Shaun White, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6230 8018, email shaun.white@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 AND TASMANIAN
HEALTH ORGANISATIONS

HEALTH AND HUMAN SERVICES

Disability, Housing and Community Services

Housing Tasmania

Contract Officer, Housing Tasmania (517113).

Applications Close:—Friday, 11 April 2014.

Salary:—\$79,745 – \$91,827 p.a.

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

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

Location:—DH&CS, Housing Tasmania, Hobart.

Duties:—Contract management is an integral part of Housing Tasmania's business. The delivery of many housing and homelessness services requires contracts with external providers. The Community Programs Unit is responsible for the procurement and management of these outsourced arrangements. The Contract Officer is to:—Liaise with external providers to deliver efficient and effective contract management of services.

Participate in the procurement or renewal of contracts that focus on the outcomes that Housing Tasmania is seeking to achieve.

Provide contractual advice and support to the Co-ordinator Community Partners.

Selection criteria includes:—High level interpersonal and oral communication skills including the proven ability to negotiate, manage conflict, develop partnerships and represent the Department to identify and explain acceptable solutions in situations of differing interests.

Highly developed written communication skills including the ability to produce information that is readily understandable to non-specialists. Experience in preparation of detailed briefs and business cases.

High level of knowledge and experience in managing contracts with community based and private sector organisations and the demonstrated understanding of how to maximise performance delivery.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

Desirable Requirements:—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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Tim Denby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6166 3660, email tim.denby@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 AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Echocardiographer (520499).

Applications Close:—Friday, 11 April 2014.

Salary:—\$50,781 – \$81,475 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 1-2.

Permanent full-time day work, working 76 hours per fortnight. Notwithstanding, hours per fortnight may be negotiated with the successful applicant.

Location:—Cardiology Department, Charles Street, Launceston.

Duties:—To assist the Director of Cardiology and other staff in the overall investigation and management of cardiology patients of the Launceston General Hospital through provision of a quality echocardiography service.

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 and disciplinary action in previous employment check.

Enquiries to Brian Herman, A/Professor, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7465, email brian.herman@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 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Launceston General Hospital

Theatre Hospital Aide (521881).

Applications Close:—Friday, 11 April 2014.

Salary:—\$49,183 – \$52,359 p.a.

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

Permanent full-time and part-time shift work hours available. Notwithstanding, hours to be negotiated with the successful applicants.

Location:—Operating Room Suite, LGH, Charles Street, Launceston.

Duties:—To provide and assist in maintaining a safe environment and adequate stock (sterile, consumable and disposable) for the Operating Room Suite (ORS).

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

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 and disciplinary action in previous employment check.

Enquiries to Tonia Harper, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6348 7626, email orsnum@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 7250.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH

Primary Health Services North
Community Dementia Service

Health Care Assistant (519811).

Applications Close:—Friday, 11 April 2014.

Salary:—\$45,602 – \$47,672 pro rata, per annum.

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

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

Location:—Community Dementia Service, Allambi Health Centre, Launceston.

Duties:—Deliver high quality dementia care and support to clients that comply with regulatory and legislative requirements, funded program requirements, Agency policy, legal requirements and relevant competencies.

Note: Please refer to the Statement of Duties for all the selection criteria of this position to address in your application.

Essential Requirements:—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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Fiona Young, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4156, email fiona.young@dhhs.tas.gov.au.

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

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Senior Project Consultant (519583).

Applications Close:—Friday, 25 April 2014.

Salary:—\$79,745 – \$91,827 p.a.

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

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

Location:—North West Regional Hospital.

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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Senior Project Consultant to provide project management services, including change management and business analysis by collaboratively planning, delivering and implementing project and activity outputs in line with the THO-North West eHealth Strategic Plan.

Reporting to the Director, eHealth, you will manage and drive the delivery of solutions into the live environment working with the impacted departments, IT Services and other potential service providers.

Do you have?

Experience (3+ years) in supporting the development, management and delivery of information systems/technology related projects/assignments.

Current Driver's Licence.

Demonstrable experience of using contemporary project management techniques.

Demonstrated high level interpersonal, communication and negotiation skills.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

Start Date: 1 July 2014.

For more information please contact Barbara Ringeisen on (03) 6440 8016 or email barbara.ringeisen@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Desirable Requirements:—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 and crimes involving dishonesty. Identification check and 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 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Mersey Community Hospital

Registered Nurse (Multiple) (514514).

Applications Close:—Friday, 25 April 2014.

Salary:—\$57,286 – \$78,396 p.a.

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

Permanent full-time and part-time shift worker, working up to 76 hours per fortnight.

Location:—Mersey Community Hospital.

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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

These roles are based in the Emergency Department at the Mersey Community Hospital.

Who are we looking for?

We are seeking motivated and experienced Registered Emergency Nurses who are passionate about the greatest quality of care, ensuring they collaborate with members of the multidisciplinary healthcare team. Ideally you would have a background working in Emergency or Critical Care Nursing. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Reporting to the Nurse Unit Manager, you will contribute to the health outcomes of your patients through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Ability to undertake client education.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Lynn Sims on (03) 6426 5303 or email lynn.sims@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Please note that access to the Grade 4 salary range is subject to successful application for progression to Grade 4.

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

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 and 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 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

North West Regional Hospital

Tradesperson Carpenter/Joiner (520717).

Applications Close:—Friday, 11 April 2014.

Salary:—\$54,267 – \$59,071 p.a.

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

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

Location:—Parkside.

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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Carpenter/Joiner to provide carpenter trade related services to our facilities.

Working as part of a multidisciplinary team, you will be responsible for the repair and installation of all carpenter trade related equipment, services and facilities. Specifically, you will carry out repairs and maintenance of buildings and structures, both internal and external. Additionally you will construct and install carpentry and joinery items for the area.

You will be required to communicate with relevant staff and areas affected by maintenance issues and therefore strong interpersonal and communication skills will be highly regarded for this role. You will also be called upon to assist with development of trainees/apprentices and participate in quality management activities.

You will have a sound knowledge of the principals involved in manual handling, the Workplace Health and Safety and Health Services acts. You will be a self-starter, who is able to prioritise work and complete tasks in an efficient but effective manner.

Do you have?
 Certificate III in Carpentry and Joinery.
 Current Driver's Licence.
 Demonstrated ability to interact and communicate effectively.
 What can we offer?
 Flexible work/life balance.
 Attractive Salary Package.
 Dynamic team environment.
 Commitment to ongoing professional development.

For more information please contact Andrew Groves on 6430 6615 or email andrew.groves@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Desirable Requirements:—Current Driver's Licence.

Essential Requirements:—Relevant Trades Qualification.

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 and 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 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Clinical Nurse Consultant, Continence (521832).

Applications Close:—Friday, 11 April 2014.

Salary:—\$83,323 – \$89,075 p.a.

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

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

Location:—North West Coast based at Devonport Community Health Centre.

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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Clinical Nurse Consultant to take up this role in the Community Continence Service. In this role you will be passionate about the greatest quality of care and ensure that you work in a collaborative manner with members of the interdisciplinary healthcare team.

Reporting to the Co-Director of Nursing, Chronic, Complex and Community Services, you will undertake professional clinical leadership and expertise in the provision of clinical assessment, interventions and advice based on best practice in continence health care management. You will undertake a broad consultative and educational role by initiating and maintaining a comprehensive network with community and support groups and professional associates. It is essential to develop professional collaborative linkages across the acute and community sectors, working as part of the multidisciplinary community health team and in close collaboration with clients, General Practitioners and Specialists.

Do you have?

Current Registration.

Current Driver's Licence.

Sound interpersonal and communication skills.

Holds or is working toward relevant tertiary qualification in bladder and/or bowel dysfunction and management.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Angella Downie on 0458 342 089 or email ange.downie@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Desirable Requirements:—Relevant post graduate qualifications.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as a Registered Nurse. -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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Enrolled Nurse (Community) (502548).

Applications Close:—Friday, 11 April 2014.

Salary:—\$51,727 – \$57,286 pro rata, per annum.

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

Fixed-term casual shift worker, working as and when required.

Location:—Burnie Community Health Centre.

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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Enrolled Nurse who is passionate about the greatest quality of care, ensuring that you collaborate with members of the multidisciplinary healthcare team in a Primary Health setting. Within the dynamic multidisciplinary team, you will contribute to a strong professional team approach through open communication and a positive supportive environment.

Reporting to the Registered Nurse, you will contribute to the health outcomes of your clients through excellence in practice, fostering a learning culture, excellent communication skills and working effectively within a multidisciplinary team.

Do you have?

Current Registration.

Sound interpersonal and communication skills.

Knowledge of continuous quality improvement.

Current Driver's Licence.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Nicola Pearson on (03) 6434 6454 or email nicola.pearson@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as an Enrolled Nurse. (holds Board approved qualification in administration of medicine), 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 and crimes involving dishonesty. Identification check and 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 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, NORTH WEST

Primary Health North West

Podiatrist (503070).

Applications Close:—Monday, 17 March 2014.

Salary:—\$50,781 – \$81,475 p.a.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 1-2.

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

Location:—Devonport Community Health Centre.

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 Person Centred Care, Respect, Integrity, Dedication, and Excellence.

Who are we looking for?

We are seeking a motivated and experienced Community Podiatrist to join the Podiatry/Foot Health Service at the Devonport Community Health Centre. Applicants must be passionate, motivated and enjoy working collaboratively with a team of health professionals in what can be a demanding and high paced environment.

As Community Podiatrist you will provide a high standard of podiatric care to patients of the THO-North West working closely with other service providers in the local community.

The North West Podiatry team comprises of both Podiatrists and a Foot Care Therapy Assistant. The service provides all aspects of Podiatric care including management of high risk foot conditions, toenail surgery, biomechanics and treatment of paediatric clients. There is also a strong health promotion component to this work as well as the opportunity to be involved in current research.

The work environment encompasses both community health centres and regional hospitals in this scenic area of North West Tasmania.

Do you have?

Current Registration.

Current Driver's Licence.

Ability to work independently, be self-directed and to work with limited supervision.

What can we offer?

Flexible work/life balance.

Attractive Salary Package.

Dynamic team environment.

Commitment to ongoing professional development.

For more information please contact Andrew Chappell, on (03) 6421 7738 or email andrew.chappell@dhhs.tas.gov.au.

In order to be considered for this position it is a requirement that you address the selection criteria which are located in the Statement of Duties.

Desirable Requirements:—Current Driver's Licence.

Essential Requirements:—Registered with the Podiatry 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 and 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 7315.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Customer Service Officer (508190).

Applications Close:—Friday, 11 April 2014.

Salary:—\$48,265 – \$52,359 p.a.

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

Permanent full-time shift work (set rotational), working 76
hours per fortnight.

Location:—Medical Records, Royal Hobart Hospital.

Please note: This selection process may be used to fill
subsequent permanent, Fixed-term, full-time, part-time, casual,
shift or day work vacancies arising in this section within the
next six months.

The Tasmanian Health Organisation, South is seeking a
Customer Service Officer to work in Medical Records.

Duties:—The Customer Service Officer, Medical Records
provides clerical support throughout all facets of health
information. The position involves a high standard of customer
focused reception, scanning and accurate data entry skills and a
wide range of clerical functions in support of client/patient care
in accordance with established policies and procedures relating
to clinical, financial and administrative requirements for Patient
Information Management Services (PIMS).

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 and disciplinary action in previous
employment check.

Enquiries to Rhonda Boulter, Department of Health and
Human Services and Tasmanian Health Organisations, phone
(03) 6222 7833, email rhonda.boulter@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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www.dhhs.tas.gov.au.

HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Statewide Mental Health Services

Executive Assistant (518767).

Applications Close:—Friday, 11 April 2014.

Salary:—\$54,267 – \$59,071 p.a.

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

Permanent full-time day work.

Location:—St Johns Park, New Town.

Duties:—The role of the Executive Assistant is to provide
executive support and assistance to the Clinical Director and
other senior staff in the Group Management Unit performing

a range of high level administrative and executive support
functions. Your duties will include providing a high level
of administrative and executive support within the Group
Management Unit including: Quality personal and telephone
reception facilities ensuring sensitive and confidential handling
of enquiries.

Liaison with staff/community organisations/voluntary groups
in relation to a wide range of day to day administrative activities
which impact on the operation of the Group Management Unit
in a confidential manner.

Maintaining a comprehensive diary of appointments
including accommodation and travel arrangements, scheduling
of meetings, minute taking and compilation of agenda papers
for the Clinical Director.

Compile and co-ordinate background notes, briefings and
other management information as required by the Clinical
Director, including the dissemination of requests for briefings
to other staff within Mental Health and Statewide Services.

Undertake financial duties as required, including purchase
ordering.

Manage corporate records and files.

Desirable Requirements:—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 and crimes involving dishonesty.
Identification check and disciplinary action in previous
employment check.

Enquiries to Lois Booth, Department of Health and
Human Services and Tasmanian Health Organisations, phone
(03) 6230 7557, email lois.booth@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

Deputy Manager Community Physiotherapy (505485).

Applications Close:—Friday, 11 April 2014.

Salary:—\$89,509 – \$98,998 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service)
Agreement 2014, DHHS and THO Allied Health Professional,
Level 4.

Permanent part-time day work, working 53.2 hours per
fortnight.

Location:—Community Physiotherapy South, Repatriation
Centre.

The Tasmanian Health Organisation, South is seeking a
Deputy Manager Community Physiotherapy to support the
co-ordination, management and development of services within
Community Physiotherapy South.

Duties:—As Deputy Manager Community Physiotherapy
you will provide assistance and support to the Manager
Community Physiotherapy Services in the co-ordination and

management of designated human and physical resources within Community Physiotherapy.

Your duties include the efficient and effective functioning of a designated team/s of physiotherapists, who work within a multidisciplinary framework providing clinical expertise and direction to ensure a high standard of service provision. You will also provide clinical leadership and professional support and ensure best practice standards, in accordance with organisational policies and professional codes of conduct.

Desirable Requirements:—Current driver's licence.

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

Enquiries to Jennie Delaney, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 7217, email jennie.delaney@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

Genetic Pathology Supervisor (521818).

Applications Close:—Friday, 25 April 2014.

Salary:—To be negotiated.

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

Fixed-term part-time day worker (with on-call) working 38 hours per fortnight commencing as soon as possible for three years.

Location:—Pathology Services, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is currently seeking a part-time Genetic Pathology Supervisor to work in Pathology Services located at Royal Hobart Hospital.

Duties:—In the role of Genetic Pathology Supervisor you are expected to expand education about genetic pathology in Tasmania by development and implementation of education and training in genetics into the education programs for pathology trainees, other medical trainees and undergraduate medical trainees as well as other relevant staff to ensure up to date knowledge in the use and service provision of genetic pathology.

Your duties also include actively pursuing improved outcomes in genetics by participating in relevant teaching, research and quality, and provision of diagnostic services in molecular and cytogenetics in Tasmanian pathology services.

Desirable Requirements:—Consultant Pathologist with Fellow of the Royal College of Pathologists (FRCPA) or relevant equivalent qualification.

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 and disciplinary action in previous employment check.

Enquiries to Dr Ritam Prasad, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8418, email ritam.prasad@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.

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HEALTH AND HUMAN SERVICES AND TASMANIAN HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Clinical Support Services

Occupational Therapy Assistant (508233).

Applications Close:—Friday, 11 April 2014.

Salary:—\$49,183 – \$52,359 p.a.

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

Permanent full-time day work, working 76 hours per fortnight (part-time may be considered).

Location:—Occupational Therapy, Royal Hobart Hospital.

Please note: This selection process may be used to fill subsequent permanent, Fixed-term, full-time, part-time, casual, shift or day work vacancies arising in this section within the next six months.

The Tasmanian Health Organisation, South is currently seeking a permanent full-time Occupational Therapy Assistant to work in Occupational Therapy at Royal Hobart Hospital.

Duties:—In the role of Occupational Therapy Assistant you will enhance the capacity and efficiency of occupational therapy services for clients by assisting the Occupational Therapist in preparation for and delivery of client services including clinical and non-clinical aspects. You are required to work as a member of the occupational therapy team and exercise initiative and independent judgement under the guidelines described in the Allied Health Assistant Supervision and Delegation Framework.

Desirable Requirements:—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 and crimes involving dishonesty. Identification check and disciplinary action in previous employment check.

Enquiries to Christy Dorward, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8633, email christy.dorward@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

Pharmacy Technician (2 Vacancies).

Applications Close:—Friday, 11 April 2014.

Salary:—\$54,267 – \$59,071 p.a.

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

Vacancy No. 515228.

Permanent full-time day work (with on-call), working 76 hours per fortnight.

Location:—Pharmacy, Royal Hobart Hospital.

Vacancy No. 518045.

Permanent part-time day work (with on-call), working 45.6 hours per fortnight.

Location:—Pharmacy, Royal Hobart Hospital.

Please note on your application the position you are applying for.

The Tasmanian Health Organisation, South is currently seeking two Pharmacy Technicians to work in Pharmacy at Royal Hobart Hospital.

Duties:—Your duties will include the full range of duties for the pharmacy technician:—Dispense medications.

Manufacture a range of pharmacy products.

Compile the PBS claim.

Undertake front of Pharmacy duties.

Undertake inventory and drug distribution duties.

Manage patients' own medications.

Ward-based clinical support work.

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 and disciplinary action in previous employment check.

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

You are encouraged to apply online (below) or forward your hard copy application quoting the vacancy number to: StaffLink 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 Physiotherapist, Geriatric Rehabilitation (516206).

Applications Close:—Friday, 11 April 2014.

Salary:—\$78,035 – \$89,509 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 3.

Fixed-term part-time day work, working 30.4 hours per fortnight until 5 December 2014.

Location:—Physiotherapy, Royal Hobart Hospital.

The Tasmanian Health Organisation, South is seeking a Fixed-term part-time Senior Physiotherapist, Geriatric Rehabilitation to work in Physiotherapy Services, Royal Hobart Hospital.

Duties:—In the role of Senior Physiotherapist, Geriatric Rehabilitation you will provide and maintain optimal physiotherapy care to patients and their families in the community transitional care program and other related aged care services of the Royal Hobart Hospital (RHH) as part of the Physiotherapy Rehabilitation Team.

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

Enquiries to Trish Filby, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8101, email patricia.filby@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

Hotel Services and Logistics

Food Services Officer (2 Vacancies).

Applications Close:—Friday, 11 April 2014.

Salary:—\$41,286 – \$43,027 pro rata, per annum.

Health and Human Services (Tasmanian State Service) Award, Health Services Officer, Level 2.

Vacancy No. 508001.

Fixed-term full-time shift worker (set rotational) working 76 hours per fortnight. Commencing as soon as possible until 11 February 2015.

Location:—Food Services Unit, Royal Hobart Hospital.

Vacancy No. 510639.

Fixed-term full-time shift worker (set rotational) working 76 hours per fortnight. Commencing as soon as possible until 14 September 2014.

Location:—Food Services Unit, Royal Hobart Hospital.

Duties:—The Food Service Officer assists in maintaining a high standard of food preparation, production, service, meal distribution, warewashing and cleaning of the hospital service areas at all times and in accordance with the relevant codes of practice. They perform receipt and storage duties associated with food supplies and perform general food preparation, service, menu related and cash handling duties. They prepare vegetables, salads, diet requirements, including fluids, sandwiches, and assist in the serving of food and clean all kitchen equipment, utensils, floors, and walls as directed by relevant supervisors.

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 and disciplinary action in previous employment check.

Enquiries to Gwen Bloomfield, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8544, email gwen.bloomfield@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 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Medicine Services

Senior Registrar, ICU (512836).

Applications Close:—Friday, 2 May 2014.

Salary:—To be negotiated.

Salaries Medical Practitioners (AMA Tasmania/DHHS) Agreement 2009, Specialist Medical Practitioner (Salary commensurate with qualifications and experience).

Fixed-term part-time shift worker, working 38 hours per fortnight. Commencing July 2014 until 02 February 2015.

Location:—Intensive Care Unit, Royal Hobart Hospital.

Duties:—The Royal Hobart Hospital is the main teaching hospital of Southern Tasmania and Tasmania's tertiary referral hospital. Consequently the Department of Critical Care Medicine cares for patients admitted with a wide range of conditions including acute medical and surgical, neurosurgical, cardiothoracic, severe trauma, and burns.

The unit provides a very supportive and active training environment for developing trainee knowledge and clinical skills and for exam preparation (Primary and General Fellowship exams). Many trainees working in the unit have enjoyed great success with their General Fellowship exams and have attributed much of this success to the clinical exposure and teaching support gained from within the department. Unit run teaching sessions, procedural workshops and BASIC courses

provide formal teaching for trainees and opportunity for future educators to contribute. The Department has been accredited by the College of Intensive Care Medicine as a C24 unit.

A part-time Senior Registrar position will be available from mid year 2014 until February 2015. The after-hours clinical responsibility for senior registrars involves an on call roster, which provides a 'junior Consultant experience' for trainees. Senior Registrars are rostered to non-clinical time to facilitate their research, formal project completion, as well as contributing to education and quality assurance work for the Unit. The Department will assist trainees in finding anaesthetic and medical rotations to complete their CICM training.

Essential Requirements:—General or limited registration with the Medical 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 and disciplinary action in previous employment check.

Enquiries to Dr Benoj Varghese, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8212, email benoj.varghese@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 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Oral Health Services (Statewide)

Oral Health North

Dental Officer (516659).

Applications Close:—Friday, 11 April 2014.

Salary:—\$96,329 – \$149,988 p.a.

Health and Human Services (Tasmanian State Service) Award, Dental Officer, Level 1 to Level 3.

Permanent full-time day work.

Location:—Oral Health Services Tasmania, North.

Duties:—The role of the Dental Officer is to provide clinical dental services and associated administrative functions consistent with OHST policies. This involves the provision of dental services (at general dental practitioner level) to children and concession card beneficiaries in accordance with current treatment guidelines and management policies.

Essential Requirements:—Registered with the Dental 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 and disciplinary action in previous employment check.

Enquiries to Dr Ric Kalesh, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 2029, email ric.kalesh@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

Oral Health Services (Statewide)

Oral Health North

Dental Technician (2 Vacancies).

Applications Close:—Friday, 11 April 2014.

Salary:—\$60,914 – \$70,436 pro rata, per annum.

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

Vacancy No. 501280.

Fixed-term part-time day work, working 15.2 hours per fortnight, commencing As soon as possible until 2 September 2014.

Location:—Oral Health Services Tasmania North.

Vacancy No. 521264.

Fixed-term full-time day work, commencing As soon as possible until 15 August 2014.

Location:—Oral Health Services Tasmania North.

Duties:—The Dental Technician will be required to work within a dental team to provide an efficient and effective, high quality dental prosthetic service within the framework of Oral Health Services Tasmania (OHST).

Your duties will include providing dental prosthetic technical expertise and construction in the recognised fields of:—Removable dental prostheses.

Fixed dental prostheses.

Maxillo-facial prostheses.

Repairs, additions, relines and remodels.

Simple orthodontic appliances.

Protective mouthguards.

Bleaching and fluoride trays.

Other prosthetic appliances which OHST may include within its core business for eligible clients of the service.

Essential Requirements:—Diploma of Dental Technology or recognised equivalent.

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 and disciplinary action in previous employment check.

Enquiries to Jayne Scull, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6336 4207, email jayne.scull@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

Oral Health Services (Statewide)

Oral Health South

Oral Health Therapist/Dental Therapist, Hygienist (501217).

Applications Close:—Friday, 11 April 2014.

Salary:—\$50,781 – \$81,475 pro rata, per annum.

Allied Health Professionals (Tasmanian State Service) Agreement 2014, DHHS and THO Allied Health Professional, Level 1-2.

Fixed-term full-time day work, commencing As soon as possible until 15 September 2014.

Location:—Oral Health Services South.

Duties:—Oral Health Services Tasmania, South is seeking to employ in a fixed term capacity an Oral Health Therapist/Dental Therapist, Hygienist to provide the following:—

Children's Services.

Provide dental care for eligible clients of the Children's Dental Service of Oral Health Services Tasmania (OHST) in accordance with the scope of practice outlined by the Australian Health Practitioners Regulation Agency (Dental Board of Australia).

Provider of health education and health promotion and preventative programs for clients, their families or carers, communities and other relevant stakeholders.

Adult Services.

Provide dental services for eligible adults in accordance with the scope of practice outlined by the Australian Health Practitioners Regulation Agency (Dental Board of Australia) as prescribed by a Dental Officer.

Essential Requirements:—Registered with the Dental Board of Australia as an Oral Health Therapist or; Registered with the Dental Board of Australia under dual (NZ) registration Dental Therapist and Dental Hygienist.

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 and disciplinary action in previous employment check.

Enquiries to Leigh Gorringer, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6214 5444, email leigh.gorringer@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

Surgical Services

Enrolled Nurse (517640).

Applications Close:—Friday, 11 April 2014.

Salary:—\$51,727 – \$57,286 pro rata, per annum.

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

Permanent part-time shift worker (fully rotational), working 64 hours per fortnight.

Location:—General Surgery Nursing Unit, Royal Hobart Hospital.

Duties:—The Tasmanian Health Organisation, South is seeking an experienced Enrolled Nurse join the General Surgery Nursing Unit of the Royal Hobart Hospital. The enrolled nurse provides direct patient/client centered nursing care to assigned patients/clients, within the scope of practice of an enrolled nurse and under the direction and supervision of a registered nurse/midwife to achieve planned patient outcomes.

Essential Requirements:—Registered with the Nursing and Midwifery Board of Australia as an Enrolled Nurse. (holds Board approved qualification in administration of medicine).

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 and disciplinary action in previous employment check.

Enquiries to Linsey Jaeger, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8481, email linsey.jaeger@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 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Surgical Services

Supervisor of Training, Certificate in Diving and Hyperbaric Medicine (521779).

Applications Close:—Friday, 11 April 2014.

Salary:—To be negotiated.

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

Fixed-term part-time day worker; working up to 38 hours per fortnight, hours to be negotiated. Commencing as soon as possible for 12 months.

Location:—Hyperbaric Medicine Unit, Royal Hobart Hospital.

Please note, Staff employed against this vacancy as a Visiting Medical Practitioner will be employed in accordance with the Tasmanian Visiting Medical Practitioners (Public Sector) Agreement and remunerated accordingly.

Duties:—The Department of Health and Human Services invites applications for the position from Specialists who hold the Australian and New Zealand College of Anaesthetists Special Interest Group Certificate in Diving and Hyperbaric Medicine. The Specialist Training Program Position is to be based at the Department of Diving and Hyperbaric Medicine, Royal Hobart Hospital (THO-South). This position is for educational and co-ordinator work only. No clinical work or on call is associated with the position.

This position is initially offered on a 12 month fixed term basis, with the potential of extending the position based on satisfactory performance appraisal for up to a total 3 year period.

The Royal Hobart Hospital is a 550 bed tertiary referral hospital for the state of Tasmania and the Department of Diving and Hyperbaric Medicine is the State referral centre for Diving and Hyperbaric patients. There is significant research activity with a mixture of part-time specialists and one FTE Registrar. We are currently involved in a number of multi-centre National and International research trials and have strong links with University of Tasmania Faculty of Health Science, as well as collaborating with a number of National and International centres.

Applicants for this position should be registered specialists with the Australian Health Practitioner Regulation Agency and Certificate holders in Diving and Hyperbaric Medicine with the Australian and New Zealand College of Anaesthetists. In addition, recent experience in post-graduate Diving and Hyperbaric Medicine education in Tasmania, and post-graduate research qualifications are required.

Desirable Requirements:—Certificate holder in Diving and Hyperbaric Medicine Special Interest Group, ANZCA.

Research experience in the field of Diving and Hyperbaric Medicine and/or post-graduate qualification in research.

Medical fitness to work in pressurised environment in accordance with Australian Standard 4774.2.

Essential Requirements:—General or limited registration with the Medical 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 and disciplinary action in previous employment check.

Enquiries to Ruth Matters, Department of Health and Human Services and Tasmanian Health Organisations, phone (03) 6222 8567, email ruth.matters@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 7001.

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HEALTH AND HUMAN SERVICES AND TASMANIAN
HEALTH ORGANISATIONS

TASMANIAN HEALTH ORGANISATION, SOUTH

Surgical Services

Supervisor of Training, Pain Medicine (521777).

Applications Close:—Friday, 2 May 2014.

Salary:—To be negotiated.

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

Fixed-term part-time day worker, working up to 48 hours per fortnight. Hours to be negotiated with the successful applicant. Commencing as soon as possible for a period of two years.

Location:—Anaesthetics Department and Persistent Pain Service, Royal Hobart Hospital.

Duties:—The DHHS Persistent Pain Service (PPS) and Royal Hobart Hospital Department of Anaesthesia are seeking a Specialist Pain Medicine Physician to provide FPM ANZCA Supervisor of Training and Clinical Services in Pain Medicine. The Applicant has an FPM/ANZCA and be acceptable to FPM as a Supervisor of Training.

The initial contract is from 2014 to 2016, funded by the Commonwealth DoHA. Due to anticipated, senior PPS workforce changes, it is expected that further career development opportunities will become available. Opportunities may exist for continuing practice in a primary specialization if desired.

The position will be remunerated 0.5 to 0.75 FTE, with the DHHS Award/Industrial Agreement remuneration Level based on the date of the primary Specialist qualification, which will generally include any medical Fellowship qualification obtained by training and examination, that is acceptable to the FPM Board.

There will be support for the position from the two current, joint Supervisors of Training as well as from very experienced, senior Specialist Pain Medicine Physicians together with active collaboration and support from the Department of Anaesthesia.

The model of delivery of Training Supervision at the PPS has recently been reviewed to reflect the changing needs of the service and future Registrar numbers. This will address patient care, regional workforce development and effective training delivery and position PPS for the proposed changes in FPM Training.

Significant opportunities and support exist for participation in Research and Global Outreach. Tasmanian lifestyle, quality of life and family factors may also be a major attraction for a Candidate for this position.

Persistent Pain Service Overview.

The PPS is an FPM accredited, tertiary level, multidisciplinary, pain management service provider. Staffing includes nurses, physiotherapists, psychologists, a psychiatrist and Specialist Pain Medicine Physicians from anaesthesia, general practice, neurosurgery and rheumatology backgrounds.

The PPS is located adjacent to the Royal Hobart Hospital, a tertiary institution associated with the University of Tasmania. The PPS has dedicated outpatient clinics, treatment, Pain Program and meeting areas. Procedures are undertaken at RHH.

Desirable Requirements:—Holds the Fellowship of the Faculty of Pain Medicine, ANZCA for appointment by FPM ANZCA as a FPM Supervisor of Training.

Has training and experience acceptable to the Faculty of Pain Medicine, ANZCA for appointment by FPM ANZCA as an FPM Supervisor of Training.

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 and disciplinary action in previous employment check.

Enquiries to Dr Max Sarma, Joint Faculty of Pain Medicine Supervisor of Training, Department of Health and Human Services and Tasmanian Health Organisations, phone 0409 283 050, email max.sarma@dhhs.tas.gov.au.

Applications to Dr Hilton Francis, Director Persistent Pain Service, Department of Health and Human Services and Tasmanian Health Organisations, mobile 0408 349 421, email hilton.francis@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 7001.

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POLICE AND EMERGENCY MANAGEMENT

EXECUTIVE SUPPORT

Corporate Reporting Services

Data Systems Officer (002777).

Applications Close:—Friday, 11 April 2014.

Salary:—\$61,741 – \$71,407 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 4.

Fixed-term full-time commencing 30 April 2014, 19 September 2014.

Location:—Executive Support, Hobart.

Duties:—Undertake a range of tasks associated with the development and implementation of systems and processes relating to the extraction and analysis of corporate performance data.

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 for: Crimes of violence, Sex related offences, Serious drug offences, Crimes involving dishonesty, Serious traffic offences.

Qualifications and Experience:—Tertiary qualifications relative to Information Systems or related Computer Technology. A demonstrated knowledge and experience with SQL, JavaScript and HTML programming languages is essential.

Experience with SQL Server and Microsoft Excel and PowerPoint would be advantageous.

Enquiries to Dr Ken Hart, Snr Project Manager, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, phone 62302876, email ken.hart@police.tas.gov.au.

Applications to Co-ordinator, Employee Services, Department of Police and Emergency Management, G.P.O. Box 308, Hobart, phone (03) 6173 2072, fax (03) 6230 2044, 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 Services on (03) 6173 2071. Please ensure that your application is in either Microsoft Word format, PDF or RTF (rich text format).

POLICE AND EMERGENCY MANAGEMENT

TASMANIA FIRE SERVICE

Community Fire Safety

Community Protection Planning Unit

Planning Officer Community Protection (521525).

Applications Close:—Monday, 14 April 2014.

Salary:—\$78,463 – \$82,056 p.a.

Tasmanian State Service Award, TFS General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—In assigned communities, lead the development of protection plans to mitigate the impact of bushfire and other related hazards on Tasmanian communities.

Essential Requirements:—A current 'car' drivers licence.

Desirable Requirements:—Tertiary qualifications in bushfire protection planning, emergency management or environmental planning/management or similar fields.

To be considered for an interview an applicant must address each of the selection criteria outlined in the Statement of Duties. An Application for Employment is to be completed and forwarded with your application. Statement of Duties including selection criteria and Application for Employment form is available from Chris Collins on (03) 6230 8489 or from www.jobs.tas.gov.au.

Enquiries to Chris Collins on (03) 6230 8489.

Applications to Tasmania Fire Service, G.P.O. Box 1526, Hobart, 7001 or fax (03) 6234 6647 or email fire@fire.tas.gov.au.

PREMIER AND CABINET

Fixed, Term and Casual Graduate Policy Officer Register.

Applications Close:—Sunday, 20 March 2016.

Salary:—\$55,005 – \$66,226 p.a.

Tasmanian State Service Award, Graduate.

Vacancy No. DPAC.

Register.

Location:—Hobart.

Duties:—Participate in the Graduate Development Program, which may include undertaking rotations in up to eight business units.

Assist in the research, analysis and development of policy issues and processes across government. This work will involve problem solving, analysis of complex issues, investigation and research into policy issues and liaison with line agencies and other stakeholders on the broad range of policy issues.

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

Applications to Amber Sturges, Policy Analyst, Tasmanian Climate Change Office, Department of Premier and Cabinet, phone (03) 6232 7432, email job.application@dpac.tas.gov.au.

PREMIER AND CABINET

Fixed, Term and Casual TMD Project and Business Employment Register.

Applications Close:—Thursday, 24 March 2016.

Salary:—p.a.

Tasmanian State Service Award.

Vacancy No. Various.

Register.

Location:—Hobart.

Business Consultant duties include:.

As a member of TMD's Corporate Application Support Unit provide high quality leadership in application consulting, service delivery and customer management of finance, human resource, and reporting management systems for a range of TMD customers.

Salary Range: \$74,022 - \$77,411 pro rata, Tasmanian State Service Award, General Stream, Band 5.

Project Officer duties include:—Provide project support to the Program Management Group to deliver project management services for the development and implementation of whole of government services.

Salary Range: \$74,022 - \$77,411 pro rata, Tasmanian State Service Award, General Stream, Band 5.

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

Senior Project Officer duties include:—Provide project management and contract management support for the development and implementation of new whole-of-government services, business practices and systems in the areas of information systems, telecommunications, and information management.

Salary Range: \$80,669 - \$92,670 pro rata, Tasmanian State Service Award, General Stream, Band 6.

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

Senior Business Analyst duties include:—Lead the delivery of a program of work surrounding service delivery initiatives or service delivery process changes.

Salary Range: \$95,836 - \$102,362 pro rata, Tasmanian State Service Award, General Stream, Band 7.

Desirable Requirement: Formal tertiary qualifications in relevant disciplines will be regarded as an advantage.

Project Manager duties include:—As a senior member of the Projects Group, lead multidisciplinary teams to deliver large and complex cross government projects and ensure that services are effectively transitioned to operational management.

Salary Range: \$95,836 - \$102,362 pro rata, Tasmanian State Service Award, General Stream, Band 7.

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

Applications to Chris Keightley, Human Capital Development Manager, Department of Premier and Cabinet, phone (03) 6232 7483, email job.application@dpac.tas.gov.au.

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Executive Assistant (002018).

Applications Close:—Friday, 11 April 2014.

Salary:—\$55,005 – \$59,871 p.a.

Tasmanian State Service Award, General Stream, Band 3.

Permanent full-time.

Location:—Hobart.

Duties:—Provide executive support services to the Corporate Services Division, including: support to various intra-departmental and other high level committees; and support to Corporate Services Division planning and work management practices.

Provide comprehensive executive support services to the Director and Corporate Management team, Corporate Services.

Desirable Requirements:—Knowledge and expertise equivalent to Certificate level III or IV in Business.

Enquiries to Jeff Reeve, Director, Corporate Services, Department of Premier and Cabinet, phone (03) 6270 5481, email Jeff.Reeve@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart Tas 7001, phone (03) 6270 5599, email job.application@dpac.tas.gov.au.

PREMIER AND CABINET

CORPORATE SERVICES DIVISION

Senior Executive Officer (002033).

Applications Close:—Friday, 11 April 2014.

Salary:—\$80,669 – \$92,670 p.a.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time (28 April 2014 to 27 April 2015).

Location:—Hobart.

Duties:—Co-ordinate business critical projects and tasks to achieve efficient and effective organisational processes and compliance with policies, rules and guidelines across DPAC.

Provide high level advice, and co-ordination of the Business Continuity Management and Corporate Services Divisional Planning processes in consultation with the Senior Management Team.

Enquiries to Jeff Reeve, Director, Corporate Services, Department of Premier and Cabinet, phone (03) 6270 5481, email jeff.reeve@dpac.tas.gov.au.

Applications to Sarah Warner, HR Consultant, Department of Premier and Cabinet, G.P.O. Box 123, Hobart TAS 7001, phone (03) 6270 5599, email job.applications@dpac.tas.gov.au.

PRIMARY INDUSTRIES, PARKS, WATER AND ENVIRONMENT

RESOURCE MANAGEMENT AND CONSERVATION

Biodiversity Conservation

Graduate Wildlife Biologist (707223).

Applications Close:—Friday, 11 April 2014.

Salary:—\$55,005 – \$66,226 p.a.

Tasmanian State Service Award, Graduate.

Permanent full-time.

Location:—Hobart.

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

Duties:—Support the Biodiversity Conservation Branch to research and assist with the development of wildlife conservation and management programs.

Essential Requirements:—A Degree in Science, relevant to the professional duties to be undertaken, as provided by a

university.

Desirable Requirements:—Current motor vehicle drivers licence, Work Place level 2 First Aid Certificate or equivalent, Coxswains certificate.

Applications should quote vacancy title and number, be marked Personal and Confidential and addressed as indicated. At DPIPWE, we value the diverse backgrounds, skills and contributions of all employees and treat each other with respect.

Enquiries to Michael Driessen, phone (03) 6165 4316, email Michael.Driessen@dpipwe.tas.gov.au.

Applications to Manager, Human Resources Management Branch, Department of Primary Industries, Parks, Water and Environment, G.P.O. Box 44, Hobart, Tas, 7001, phone (03) 6165 3185, fax (03) 6233 3682, email job.applications@dpipwe.tas.gov.au.

PUBLIC TRUSTEE

TRUSTEE SERVICES

Senior Client Account Manager (790130).

Applications Close:—Friday, 11 April 2014.

Salary:—\$74,022 – \$77,411 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Hobart.

Duties:—The Senior Client Account Manager is required to manage a caseload of files with a high degree of complexity ensuring that files are managed effectively in accordance with relevant legislation, procedural guidelines and client instructions. Exercise a high level formal delegation and discretion in relation to the management of trusts and estates; engage in proactive client service and relationship building; assist in the development of the technical skills base within the team through the provision of training, coaching and performance feedback as required; and act for the Manager, Personal Services Team, as required.

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:—crimes involving dishonesty, crimes of violence, serious drug offences, sex related offences.

Shortlisted applicants may be required to undergo a psychometric assessment as part of the selection process.

Desirable Requirements:—Comprehensive knowledge and understanding of the trustee industry or an associated industry, and substantial experience in the delivery of trustee services or an associated industry. Demonstrated ability to develop a skills base and contribute to the management and development of staff performance, particularly through training and coaching. Demonstrated initiative, judgement and discretion, and well developed problem solving skills. High level communication skills including well developed written communication, liaison, negotiation and conflict resolution skills. Well developed skills in maintaining and promoting excellent client service through identifying and understanding client needs and building effective relationships which will meet client expectations. Demonstrated self-management and time management skills including the ability to set and meet work objectives, manage concurrent tasks and issues.

Applicants are encouraged to obtain further information about the advertised vacancy and submit applications addressing the criteria contained in the statement of duties. The statement of duties may be downloaded from the www.jobs.tas.gov.au website.

Enquiries to Philip Heaton, Manager, Personal Services Team, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6235 5210, email pheaton@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resources Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 6235 5241, email kjohns@publictrustee.tas.gov.au.

The Public Trustee is committed to being a competitive, efficient and caring provider of quality, independent, trustee services to the Tasmanian Community. Further information about our services is available at www.publictrustee.tas.gov.au.

PUBLIC TRUSTEE

TRUSTEE SERVICES

Senior Client Account Manager (790230).

Applications Close:—Friday, 11 April 2014.

Salary:—\$74,022 – \$77,411 p.a.

Tasmanian State Service Award, General Stream, Band 5.

Permanent full-time.

Location:—Launceston.

Duties:—The Senior Client Account Manager is required to manage a caseload of files with a high degree of complexity ensuring that files are managed effectively in accordance with relevant legislation, procedural guidelines and client instructions. Exercise a high level formal delegation and discretion in relation to the management of trusts and estates; engage in proactive client service and relationship building; assist in the development of the technical skills base within the team through the provision of training, coaching and performance feedback as required; undertake will writing and engrossing as required; and act for the Northern Branch Manager and North West Branch Manager, as required.

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:—crimes involving dishonesty, crimes of violence, serious drug offences, sex related offences.

Shortlisted applicants may be required to undergo a psychometric assessment as part of the selection process.

Desirable Requirements:—Comprehensive knowledge and understanding of the trustee industry or an associated industry, and substantial experience in the delivery of trustee services or an associated industry. Demonstrated ability to develop a skills base and contribute to the management and development of staff performance, particularly through training and coaching. Demonstrated initiative, judgement and discretion, and well developed problem solving skills. High level communication skills including well developed written communication, liaison, negotiation and conflict resolution skills. Well developed skills in maintaining and promoting excellent client service through identifying and understanding client needs and building effective relationships which will meet client expectations. Demonstrated self-management and time management skills including the ability to set and meet work objectives, manage concurrent tasks and issues.

Applicants are encouraged to obtain further information about the advertised vacancy and submit applications addressing the criteria contained in the statement of duties. The statement of duties may be downloaded from the www.jobs.tas.gov.au website.

Enquiries to Gaylene Cunningham, Manager Client Services, Public Trustee, G.P.O. Box 1565, Hobart, Tas, 7001, phone 6235 5206, email gcunningham@publictrustee.tas.gov.au.

Applications to Karyne Johns, Human Resources Officer, Public Trustee, 116 Murray Street, Hobart, Tas, 7000, phone 6235 5241, email kjohns@publictrustee.tas.gov.au.

The Public Trustee is committed to being a competitive, efficient and caring provider of quality, independent, trustee services to the Tasmanian Community. Further information about our services is available at www.publictrustee.tas.gov.au.

TASTAFE

OPERATIONS ORGANISATIONAL AND BUSINESS DEVELOPMENT

Student Support and Development

Student Support and Development North West

Disability Liaison Officer, Student Support Services North West (968057).

Applications Close:—Friday, 11 April 2014.

Salary:—\$80,669 – \$92,670 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Permanent part-time 29.4 hours per fortnight.

Location:—North-West.

Description of the role:—To liaise with enrolled students, prospective students with disabilities and staff to ensure that students' needs are understood, communicated effectively and dealt with by teaching programs within Australian Quality Training Framework (AQTF) standards and the Student Access and Equity Policy.

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:—Experience in a vocational and education training environment.

Appropriate tertiary qualification (e.g. Education, Special Education, Health Sciences, Allied Health Professionals).

Enquiries to June Mezger, TasTAFE, mobile 0418 144 936, email june.mezger@TasTAFE.tas.edu.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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.

TASTAFE

OPERATIONS ORGANISATIONAL AND BUSINESS DEVELOPMENT

Student Support and Development

Student Support and Development South

Student Counsellor (966209).

Applications Close:—Friday, 11 April 2014.

Salary:—\$80,669 – \$92,670 pro rata, per annum.

Tasmanian State Service Award, General Stream, Band 6.

Fixed-term full-time From 12 May 2014 until 19 September 2014.

Location:—Hobart.

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:—Experience in a vocational and education training environment.

A degree in Social Work, Psychology or similar.

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

Enquiries to June Mezger, TasTAFE, phone 0418 144 936, email june.mezger@tastafe.tas.edu.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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.

TASTAFE

VOCATIONAL EDUCATION AND TRAINING

Community Childrens Services and Education Support

Childrens Services and Education Support South

Teacher, Children's Services (967395).

Applications Close:—Friday, 11 April 2014.

Salary:—\$56,488 – \$87,584 p.a.

TAFE Teachers Award, Teacher.

Fixed-term full-time From as soon as possible until 31 December 2014.

Location:—Clarence.

Description of role:—Undertake teaching and assessment duties in a variety of contexts and in line with relevant standards and compliance requirements. The occupant is required to regularly monitor and evaluate practice in order to maintain a focus on continuous improvement.

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.

Eligible for Specialist Vocational Education and Training registration; or limited authority to teach granted by the Teachers Registration Board (Tasmania) in accordance with the provisions of the Teachers Registration Act 2000. A person with a limited authority to teach can only be employed on a Fixed-term basis.

Desirable Requirements:—Experience in a vocational education training environment.

Enquiries to Sherylyn Brakey, TasTAFE, phone (03) 6165 6577, email sherylyn.brakey@tastafe.tas.edu.au.

Applications to Human Resources (Vacancy and Staffing Services), Department of Education, G.P.O. Box 169, Hobart, 7001, phone (03) 6165 6285, 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.

Staff Movements

Permanent Appointments

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Probation Period</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Communications and Stakeholder Engagement Consultant	T. Creedon	Nil	01.04.14
Health & Human Services & Tasmanian Health Organisations	Senior Occupational Therapist	R. Lietzau	6 months	31.03.14
Health & Human Services & Tasmanian Health Organisations	Administrative Assistant	R. Bok	6 months	17.03.14
Health & Human Services & Tasmanian Health Organisations	Physiotherapist	S. Mummery	6 months	31.03.14
Primary Industries, Parks, Water & Environment	Safety and Environment Officer	K. Wratten	Nil	26.03.14
Primary Industries, Parks, Water & Environment	Veterinary Pathologist	A. Davis	6 months	07.04.14

Fixed-term Appointments of Greater than 12 Months

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Term</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	Rural Financial Analyst	M. Geason	15 months	01.04.14
Primary Industries, Parks, Water & Environment	Visitor Reception Officer	K. Hinde	24 months	01.04.14

Promotion of Permanent Employees

<i>Agency</i>	<i>Employee</i>	<i>Duties Assigned</i>	<i>Date of Effect</i>
Economic Development, Tourism & the Arts	C. Attfield	Senior Media Consultant	24.03.14
Health & Human Services & Tasmanian Health Organisations	M. Lehman	Registered Nurse	16.04.14
Primary Industries, Parks, Water & Environment	A. Portanger	Principal HR Consultant (WHS), 707148	07.04.14

Resignation of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Education	School Administration Clerk	J. Pearce	17.03.14
Health & Human Services & Tasmanian Health Organisations	Cleaner	D. Woodbury	11.03.14
Health & Human Services & Tasmanian Health Organisations	Enrolled Nurse	F. Mangena	15.03.14
Health & Human Services & Tasmanian Health Organisations	Child Protection Worker	S. Smith	21.03.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	P. Tait	15.03.14
Health & Human Services & Tasmanian Health Organisations	Home Help Personal Carer	M. Holmes	19.03.14

Retirement of Permanent Employees

<i>Agency</i>	<i>Duties Assigned</i>	<i>Employee</i>	<i>Date of Effect</i>
Health & Human Services & Tasmanian Health Organisations	Registered Nurse	C. Studley	19.03.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse NPICU	S. Lee	15.03.14
Health & Human Services & Tasmanian Health Organisations	Registered Nurse - Child and Family Health Nurse	R. Smart	01.03.14

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